APPROVED

Springfield Prep
CHARTER SCHOOL

Springfield Prep

Minutes

Board Meeting

Date and Time
Wednesday August 30, 2017 at 5:45 PM

Location
370 Pine Street, Springfield, MA 01105

This meeting of the Springfield Prep Charter School Board will be held at 370 Pine St. on 8/30/17 at 5:45 pm. Meeting notice was posted on the school's website (www.springfieldprep.org) on Friday, 8/25/17 at 5 pm.

Trustees Present
A. Grant, D. Williams, J. Brown, R. Leonard, R. Olejarz, T. Walker

Trustees Absent
K. Molina, S. Balogun

Ex Officio Members Present
B. Spirer

Guests Present
M. Wagner

I. Opening Items

A. **Record Attendance and Guests**

B. **Call the Meeting to Order**

D. Williams called a meeting of the board of trustees of Springfield Prep to order on Wednesday Aug 30, 2017 at 5:49 PM.

C. Approve July 26 Meeting Minutes

D. Williams made a motion to approve the minutes from the Board Meeting held on 07-26-17 Board Meeting on 07-26-17.
J. Brown seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Public Comment, If Any

No public comment was made at this meeting.

E. Updates and Recognitions

II. Academic Achievement

A. Back to school update on staffing and enrollment

Meghan presented the academic dashboard to the board of directors. Springfield Prep's current student enrollment is at 210; the enrollment goal is 216 students. Springfield Prep will be fully staffed as of 9/5/2017 with the addition of a new Associate Teacher.

III. Facility

A. Enter Executive Session

J. Brown made a motion to enter executive session for the purpose of real estate negotiations.
T. Walker seconded the motion.
The motion did not carry.

Roll Call

K. Molina	Absent
R. Olejarz	Aye
A. Grant	Aye
R. Leonard	Aye
J. Brown	Aye
T. Walker	Aye
S. Balogun	Absent
D. Williams	Aye

IV. Finance Items

A. Review July Monthly Financials

Meghan presented July's monthly financials to the board of directors.

T. Walker made a motion to file for audit.
J. Brown seconded the motion.
The board **VOTED** unanimously to approve the motion.

V. Development

A. Update on Fundraising Strategic Plan

An updated development plan will be presented to the board at the September meeting. The board's current goal is to expand board capacity in order to establish a Development Committee.

VI. Governance Items

A. Board Strategic Goals for SY17-18

The board identified two strategic goals for SY 17-18:
1. The board will identify a new space for the school in order to accommodate its growth.
2. The board will expand its capacity by bringing in 4 more members by the end of the year. The Governance Committee will assist with this goal by bringing more people to committee meetings and introducing more people to other board members.

B. Head of School Employment Offer

Bill recused himself from this discussion and left the room.
A. Grant made a motion to exit executive session.
J. Brown seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

T. Walker	Aye
S. Balogun	Absent
K. Molina	Absent
R. Olejarz	Aye
D. Williams	Aye
J. Brown	Aye
A. Grant	Aye
R. Leonard	Aye

Danielle presented the Head of School offer letter for the 2017-18 school year.
R. Leonard made a motion to approve the Head of School offer letter as presented.
A. Grant seconded the motion.
The board **VOTED** unanimously to approve the motion.

VII. Closing Items

A. Adjourn Meeting

D. Williams made a motion to adjourn the meeting.
J. Brown seconded the motion.
The board **VOTED** unanimously to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:30 PM.

Respectfully Submitted,
D. Williams