APPROVED

Springfield Prep

Minutes

Board Meeting

Date and Time
Wednesday January 31, 2018 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 Wednesday, 1/31/18 at 5:45 pm. Meeting notice was posted on the school's website (www.springfieldprep.org).

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

Trustees Absent
R. Olejarz, S. Balogun

Guests Present
Doug Morrin, M. Wagner, Tabitha Velez

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 Jan 31, 2018 at 5:52 PM.

C.

Approve November Meeting Minutes

D. Williams made a motion to approve minutes from the Board Meeting on 11-29-17 Board Meeting on 11-29-17.
J. Brown seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Public Comment, If Any

The parent attending the meeting was offered the opportunity to make a public comment and declined.

E. Updates and Recognitions

The Board welcomed new member Doug Morrin to his first meeting. Meghan thanked D. Williams and K. Molina for their participation in, or help recruiting volunteers for, Springfield Prep's MLK Jr. Read Aloud event.

II. Facility

A. Facility Update and Planning for Next Year

Meghan presented an updated on the status of facility plans for next school year. The developer of the Longhill Street building is working through the necessary approvals to prepare the site for occupancy. He does not believe that the building would be ready for Springfield Prep occupancy by August 2018. He has proposed providing temporary space at the Longhill Site for the upper grades (3 and 4) through December of 2018 or through June of 2019 if necessary. Meghan shared other potential sites that could serve as a temporary space for the 3rd and 4th grade campus if needed.

III. Academic Achievement

A. Review December Academic Dashboard

The Board discussed the December 2017 Academic Dashboard. ANet data in both ELA and Math continues to be consistently higher than the network, which is a good indicator of grade-level content mastery. The 3rd grade will take the MCAS for the first time in May. Given this (and to avoid over-testing) the 3rd grade will not take the fourth administration of the MCAS this year.

IV. Finance Items

A. Review December Financials

The Board discussed the financials for the month of December. Meghan noted that while greater spending is being done on IT and computers, overall the school's revenue is exceeding its expenditures.
T. Walker made a motion to file December financials for audit as presented.

R. Leonard seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Update on FY19 budget planning

The Board discussed the status of the FY19 budget. Meghan stated that she will have a proposed FY19 budget to present to the full Board at the April meeting.

V. Governance Items

A. Consideration of board candidate Sally Fuller

R. Leonard made a motion to accept Sally Fuller as a member of the Board of Trustees pending approval from the Commissioner of Elementary and Secondary Education.
K. Molina seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Leave of Absence request for Robin Olejarz

R. Leonard made a motion to approve Robin Olejarz's request for a leave of absence from the Board of Trustees.
T. Walker seconded the motion.
The board **VOTED** unanimously to approve the motion.

VI. Closing Items

A. Adjourn Meeting

T. Walker made a motion to adjourn the meeting.
A. Grant 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 6:55 PM.

Respectfully Submitted,
M. Wagner