APPROVED

Springfield Prep
CHARTER SCHOOL

Springfield Prep

Minutes

Board Meeting

Date and Time
Wednesday March 27, 2019 at 5:45 PM

Location
594 Converse St., Longmeadow, MA 01106

This meeting of the Springfield Prep Charter School Board will be held at Springfield Prep Charter School, 594 Converse Street, Longmeadow, MA, 01106 on 3/27/19 at 5:45 pm. Meeting notice was posted on the school's website (www.springfieldprep.org).

Trustees Present
A. Grant, A. Malone, D. Morrin, D. Williams, J. Pistorius, K. Molina, R. Leonard, S. Balogun, S. Fuller, T. Walker

Trustees Absent
None

Ex Officio Members Present
B. Spirer

Guests Present
J. Rosewell, Jennie Williiamson, M. Maggi

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 Mar 27, 2019 at 5:49 PM.

C. Approve Minutes

T. Walker made a motion to approve minutes from the Board Meeting on 02-27-19 Board Meeting on 02-27-19.
R. Leonard seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Public Comment, If Any

There was no public comment.

II. Executive Director Report

A. Executive Director Report

Bill provided a brief report about school highlights from the past month. Bill introduced two Building Excellent Schools Fellows, Christina Perry and Bianca Cabrera, who the school is hosting as "residents". They have worked at the school throughout the month of March, taking on select projects and learning from school leaders. Bill highlighted a professional development session on Collaborative Planning that took place today. Wendy and a team of grade level chairs presented to a group of approximately 12 instructional leaders from Springfield Public Schools on the school's collaborative approach to curriculum planning. Justin coordinated this through his role at ANet. Bill also shared photos of the school's Girls on the Run team, an after school running program for girls which is new this year. Bob also announced to the board that Bill is a recipient of BusinessWest's 40 Under 40 Award.

III. Charter School Advocacy Presentation

A. Presentation on Charter School Advocacy

Jennie Williamson from the Massachusetts Charter Public School Association presented to the board. She gave an update of charter-school specific legislative efforts and talked about the board’s role related to advocacy. She emphasized that elected officials make important decisions about public schools, including charter schools, and that board members can play an important role to inform legislators about issues that impact charter schools Jennie talked about the Association's work to advocate on behalf of charter schools and this year's specific advocacy agenda, which is focused on an increase of facilities per pupil funding for charter schools and an increase in funding for all public schools. It also includes an optional effort to allow for weighted lotteries for students with higher needs. The board asked questions and discussed ways to reach out to legislators.

IV. Facility

A. Lease renewal and charter amendment Update

The board discussed the amendment and lease renewal. The charter amendment request to DESE to allow continued occupancy at Heritage Academy for the 2019-20 school year was approved. Bill has exercised the option to extend the lease at Heritage Academy for the 2019-20 school year. There has not been an update on transportation from SPS.

B. Executive Session

D. Williams made a motion to enter Executive Session for the purpose of discussing real estate negotiations because an open meeting may have a detrimental effect on the school's negotiating position.
A. Grant seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

R. Leonard	Aye
D. Williams	Aye
S. Balogun	Aye
A. Grant	Aye
D. Morrin	Aye
A. Malone	Aye
K. Molina	Aye
J. Pistorius	Aye
T. Walker	Aye
S. Fuller	Aye

V. Finance & Fundraising Items

A. Capital Campaign Report

Bill provided the board with a brief update on Capital Campaign work. Bill, Meghan, Andrea and Sally are currently in the early planning stages of preparing materials for grant requests and setting up initial meetings. Bill has met with a number of foundations and the response has been positive, although foundations have indicated that having a specific site will be important to them if they are going to contribute to a capital campaign.

B. Monthly Financials

Doug presents the monthly financials to the board, noting the financials are projecting a healthy surplus at year end. While the financials show an increase in special education evaluation costs, there are increased federal grant revenues which will be applied to these increased costs. Meghan noted that the Davis Grant funds will be shown in the April 2019 monthly financial report. Doug also reported that the finance committee

reviewed the first draft of the school's FY20 budget and he will present a draft to the board during the April meeting. The FY20 budget will be finalized for the May board meeting.
T. Walker made a motion to file the financials for audit.
R. Leonard seconded the motion.
The board **VOTED** unanimously to approve the motion.

VI. Academic Items

A. March Academic Dashboard

Kelvin presented the Academic Dashboard to the board and focused on these highlights:

- STEP performance shows 60% of students reading at or above grade level. While second grade data shows a significant percentage of the students performing below grade level, there is still growth occurring. Second grade teachers have shifted their instruction to small groups across the grade level (versus in their own classrooms alone).
- There was a high number of student applications for the 2019-20 school year, with 408 total new applications for approximately 54 seats. Of note is that the number of applications decrease as the grade levels increase.
- On the MAP Assessment, Springfield Prep performed well, finishing 2nd out of 80 BES schools nationwide.
- The suspension rate remains low with one in-school-suspension and no out-of-school suspensions.
- Student attendance is strong. Chronic absenteeism has decreased from 10% in the month of February to 8% in the month of March.

VII. Governance Items

A. School Complaint Policy Revisions

The board discussed revisions to the current school complaint policy. The board agreed with the governance committee's recommendation to update the policy to bring the language in line with current law, to make the process clearer for potential complainants, and to simplify and correctly state the responsibility of the board in regards to formal complaints.
R. Leonard made a motion to approve the revised school complaint policy.
T. Walker seconded the motion.
The board **VOTED** unanimously to approve the motion.

VIII. Closing Items

A. Next Board Meeting

The next board meeting will be Wednesday, April 24 at 5:45 pm at 594 Converse St. Longmeadow, MA.

B. Adjourn Meeting

D. Williams made a motion to adjourn the meeting.
T. Walker 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 7:35 PM.

Respectfully Submitted,
B. Spirer