

APPROVED



**Springfield Prep**  
CHARTER SCHOOL

## Springfield Prep

# Minutes

## Governance Committee Meeting

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### **Date and Time**

Monday February 11, 2019 at 5:45 PM

### **Location**

594 Converse St, Longmeadow, MA 01106

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This meeting of the Springfield Prep Charter School Governance Committee will be held at 594 Converse St., Longmeadow, MA 01106, on 2/11/19 at 5 pm. Meeting notice was posted on the school's website ([www.springfieldprep.org](http://www.springfieldprep.org)).

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### **Committee Members Present**

A. Grant, B. Spierer, R. Leonard, S. Fuller

### **Committee Members Absent**

*None*

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## **I. Opening Items**

### **A. Record Attendance and Guests**

### **B. Call the Meeting to Order**

A. Grant called a meeting of the Governance Committee of Springfield Prep to order on Monday Feb 11, 2019 at 5:58 PM.

### **C. Approve Minutes**

R. Leonard made a motion to approve minutes from the Governance Committee Meeting on 01-14-19 Governance Committee Meeting on 01-14-19.

S. Fuller seconded the motion.

The committee **VOTED** unanimously to approve the motion.

## II. Governance

### A. Board Recruitment

Bill shared on update on board candidates. Mark Caulton is not able to join due to potential conflicts, given his role with the city. Jason Rosewell is interested in joining the board and the committee was very supportive of his candidacy. Bob will meet with Jason this week and the committee plans to recommend Jason to the board for approval. The committee will also recommend approval of Shirae Leslie as a non-voting committee member on the Academic Achievement Committee. The committee discussed committee membership and whether it made sense to shift board assignments to ensure strong membership on each committee. Bill will discuss this with Doug and Anne to gauge their interest.

### B. Review the Complaint Procedure

The committee reviewed the revised policy and was in agreement that it was an improvement over the original policy. The committee will recommend that the board approves the new policy and that it will create a dedicated email address (board@springfieldprep.org) as part of the updated policy.

## III. Other Business

### A. Next Governance Committee Meeting

Sally is not available but Bob and Alex are so the meeting will take place as scheduled.

### B. Governance Committee Board Report

The committee will recommend board approval of Jason Rosewell and Shirae Leslie (as a non-voting, committee member). Bob will present the revised complaint policy and the findings of the parent complaint report.

## IV. Closing Items

### A. Adjourn Meeting

R. Leonard made a motion to adjourn the meeting.

A. Grant seconded the motion.

The committee **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 6:45 PM.

Respectfully Submitted,

B. Spirer