

APPROVED



Springfield Prep
CHARTER SCHOOL

Springfield Prep

Minutes

Governance Committee Meeting

Date and Time

Monday April 8, 2019 at 5:00 PM

Location

594 Converse St, Longmeadow, MA 01106

This meeting of the Springfield Prep Charter School Governance Committee will be held at 594 Converse St., Longmeadow, MA 01106, on 4/8/19 at 5 pm. Meeting notice was posted on the school's website (www.springfieldprep.org).

Committee Members Present

A. Grant, B. Spirer, R. Leonard

Committee Members Absent

S. Fuller

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 Apr 8, 2019 at 5:44 PM.

C. Approve Minutes

R. Leonard made a motion to approve minutes from the Governance Committee Meeting on 02-11-19 Governance Committee Meeting on 02-11-19.

A. Grant seconded the motion.

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

II. Governance

A. Board Recruitment

Jean Callan is interested in serving on the Finance Committee. The committee will recommend approval of her candidacy to the board. In general, the committee feels that the current board make-up and the fact that this year, the board has added members with relevant skills and experiences.

B. New board member orientation

Bill raised idea of doing a new board member orientation as the governance committee's May meeting. The committee shared some suggestions about the content based on last year's orientation. This meeting will take the place of the May Governance Committee meeting unless other business comes up.

C. Annual Meeting Planning

The committee discussed the Executive Director evaluation process. It decided that it would develop a tool to evaluate Bill on his goals, versus using the Board On Track evaluation tool. The plan will be for Bill to report out on his goals at the June board meeting. The Board will then complete its evaluation at the July meeting. Bill will also work with Alex to come up with a simple board self-assessment that it will lead the board through at the June meeting.

D. Board bylaw revisions

The committee was in agreement that no change was needed and that the board should leave the bylaws in its current form.

III. Other Business

A. Next Governance Committee Meeting

The next meeting will be scheduled as a board orientation meeting and will be based on members' availability.

B. Governance Committee Board Report

At the next board meeting, Alex will report out on the ED evaluation.

At the next board meeting, Alex will report out on the ED evaluation.

IV. Closing Items

A. Adjourn Meeting

A. Grant made a motion to adjourn the meeting.

R. Leonard 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 6:00 PM.

Respectfully Submitted,

B. Spirer