

APPROVED



Springfield Prep
CHARTER SCHOOL

Springfield Prep

Minutes

Governance Committee Meeting

Date and Time

Wednesday December 12, 2018 at 1:30 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 12/12/18 at 1:30 pm. Meeting notice was posted on the school's website (www.springfieldprep.org).

Committee Members Present

B. Spirer, R. Leonard, S. Fuller

Committee Members Absent

A. Grant

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

R. Leonard called a meeting of the Governance Committee of Springfield Prep to order on Wednesday Dec 12, 2018 at 1:40 PM.

C. Approve Minutes

S. Fuller made a motion to approve minutes from the Governance Committee Meeting on 11-05-18 Governance Committee Meeting on 11-05-18.

R. Leonard seconded the motion.

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

II. Governance

A. Board Retreat Debrief and Next Steps

The committee reviewed the Board Retreat Takeaways and Action Steps document and discussed next steps and who would take them. The committee discussed how to incorporate the discussion from the board retreat to incrementally improve the board's work over time. The committee agreed that the board currently functions well and that these changes will help the board to perform even more strategically and efficiently.

B. Board Recruitment

Sally will invite Anne Malone to observe at the 12/18 board meeting.

III. Other Business

A. Next Governance Committee Meeting

Board members can attend the governance meeting in January. The committee discussed whether to hold a December meeting and it was decided to prioritize attendance at concert instead.

IV. Closing Items

A. Adjourn Meeting

S. Fuller 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 2:55 PM.

Respectfully Submitted,

B. Spirer