APPROVED

Springfield Prep

Minutes

Board meeting

Date and Time
Wednesday September 25, 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 9/25/19 at 5:45 pm. Meeting notice was posted on the school's website (www.springfieldprep.org) on 9/20/19 at 4:51 pm.

Trustees Present
A. Grant, A. Malone, D. Morrin, J. Rosewell, R. Leonard, S. Balogun, S. Fuller (remote), T. Walker

Trustees Absent
J. Pistorius, K. Molina

Ex Officio Members Present
B. Spirer

Guests Present
M. Wagner

I. Opening Items

A. Record Attendance and Guests

B.

Call the Meeting to Order

R. Leonard called a meeting of the board of trustees of Springfield Prep to order on Wednesday Sep 25, 2019 at 5:50 PM.

C. Approve Meeting Minutes - 9/16/19 Special Meeting

T. Walker made a motion to approve minutes from the Special Meeting on 09-16-19 with the revision that Doug called the meeting to order. Special Meeting on 09-16-19.
A. Malone seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Approve Minutes - 8/28/19 Board Meeting

T. Walker made a motion to approve minutes from the Board meeting on 08-28-19 Board meeting on 08-28-19.
S. Balogun seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Public Comment, If Any

There was no public comment.

II. Executive Director Report

A. Executive Director Report

Bill presented a report on key updates and events at the school (ED Report. 9.25.19). He shared the recently released MCAS results, including the news that the school had been named a 2019 Massachusetts School of Recognition. The board discussed how it could celebrate the school's teachers and made a plan to do so.

B. Next Board Meeting

The board discussed the next meeting and decided to reschedule it to Wednesday, 10/23 to better accommodate schedules.

III. Facility

A. Executive Session to Discuss the 310 State Street project and other real estate

T. Walker made a motion to enter Executive Session to consider the purchase, exchange, lease or value of real property because an open meeting may have a detrimental effect on the negotiating position of the school.
S. Balogun seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

T. Walker Aye

Roll Call

D. Morrin	Aye
R. Leonard	Aye
S. Fuller	Aye
J. Rosewell	Aye
S. Balogun	Aye
A. Grant	Aye
J. Pistorius	Absent
K. Molina	Absent
A. Malone	Aye

B. Heritage Lease update

The school now has an executed lease for the Heritage Building for the 2020-21 school year.

IV. Finance & Fundraising Items

A. Capital Campaign Report

Bill shared the news that the school's capital request for $200,000 from the MassMutual Foundation had been granted.

B. Monthly Financials

Tricia gave an overview of the monthly financials (2 SP FY20 August Summary; 3 SP FY20 August Friends; 4 SP FY20 August SNP; 5 SP FY20 August Cash Flow). Revenue is higher than projected because DESE per pupil revenue has increased. She noted that the school will not need to use its contingency for transportation, which will increases the school's surplus.

C. IT Contract Approval

T. Walker made a motion to approve the contract for services with Paragus IT.
D. Morrin seconded the motion.
The board **VOTED** unanimously to approve the motion.

V. Governance

A. Board member recruitment

This item was tabled due to time constraints.

VI. Executive Director Evaluation

A. Executive Director Evaluation & Salary

The board discussed Bill's evaluation and compensation (SP Executive Director Evaluation 2019). Based on the strength of his evaluation, comparative Executive Director salaries at similar schools, and the rate of increase for other leaders at the school from last year to this year, the board recommended increasing Bill's salary by 5% to $120,306.06. This is to be made retroactively, effective July 1.

VII. Closing Items

A. Adjourn Meeting

S. Balogun 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 7:40 PM.

Respectfully Submitted,
B. Spirer