



## Springfield Prep

### Minutes

#### Governance Committee Meeting

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**Date and Time**

Monday September 9, 2019 at 5:00 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 9/9/19 at 5 pm. Meeting notice was posted on the school's website ([www.springfieldprep.org](http://www.springfieldprep.org)) on Thursday, 9/5/19 at 5 pm.

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**Committee Members Present**

A. Grant, B. Spierer, R. Leonard

**Committee Members Absent**

S. Fuller

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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 Sep 9, 2019 at 5:14 PM.

**C. Approve Minutes**

R. Leonard made a motion to approve minutes from the Governance Committee Meeting on 06-10-19 Governance Committee Meeting on 06-10-19.

A. Grant seconded the motion.

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

## **II. Governance**

### **A. Executive Director Evaluation & Goals for 2019-20**

The committee discussed Bill's evaluation and discussed some themes that emerged. Alex is incorporating edits from the last board meeting and will present this at the September board meeting. The committee also discussed the development of Bill's goals. The committee agreed that he would include draft goals in the next governance committee agenda, that it would provide feedback on these, and that he would share the goals with the board at its October meeting. The committee discussed Bill's salary and agreed that it would speak about this later in the meeting without Bill present, and then finalize the salary at September board meeting.

### **B. Board make-up and recruitment goals for 2019-20**

The committee discussed board recruitment goals for this year. It agreed that it would be best to recruit two board members this year. The committee discussed the skills, expertise, and backgrounds it should focus its recruitment efforts on and agreed that finance and building expertise would be helpful. It also wants to prioritize candidates who have strong networks in Springfield.

### **C. Board Self-Assessment**

Given that the board last did a board assessment in November 2018, it won't plan to do another assessment at the moment. It may do so later this year to assess progress and identify areas for improvement.

### **D. Governance Trainings**

Committee members will attend each MCPSA governance training this year and to lead discussion afterwards with the board about governance best practices.

### **E. Plan for Acknowledging Danielle's serve and leadership**

The committee discussed ways to recognize Danielle for her service and leadership. It considered a presentation at a school community meeting this fall.

## **III. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:33 PM.

Respectfully Submitted,

B. Spirer

A. Grant made a motion to adjourn the meeting.

R. Leonard seconded the motion.

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