



## Springfield Prep

### Minutes

#### Governance Committee Meeting

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**Date and Time**

Tuesday October 15, 2019 at 3:00 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 10/15/19 at 3 pm. Meeting notice was posted on the school's website ([www.springfieldprep.org](http://www.springfieldprep.org)) on 10/11/19 at 3 pm.

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**Committee Members Present**

B. Spirer, R. Leonard, S. Fuller

**Committee Members Absent**

A. Grant

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**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 Tuesday Oct 15, 2019 at 3:00 PM.

**C. Approve Minutes**

R. Leonard made a motion to approve the minutes from Governance Committee Meeting on 09-09-19.

S. Fuller seconded the motion.

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

## **II. Governance**

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

Bill shared his goals for the 2019-20 school year. These goals reflect key priorities for the school. The committee discussed these goals and agreed that they were the right ones.

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

The committee discussed board recruitment. The goal is to recruit 2-3 new board members with experience in finance, banking, accounting, real estate development and/or business development, with a priority of having deep Springfield ties. Committee members discussed individuals in their respective networks who may be good connectors to board candidates, and made plans to contact them.

### **C. Executive Director Parental Leave Plan**

The committee reviewed Bill's leave plan.

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

The committee discussed the plans for the upcoming School of Recognition celebration, at which the school will acknowledge Danielle's service and made plans to invite board members to the event.

## **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 4:21 PM.

Respectfully Submitted,  
B. Spirer

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## **Documents used during the meeting**

- SP Org Goals SY19-20 DRAFT.pdf
- SPCS. Board Member Terms, Committees & Contact List. SY19-20.pdf
- Memo. Executive Director Parental Leave Plan 2019.pdf