APPROVED

Springfield Prep
CHARTER SCHOOL

Springfield Prep

Minutes

Governance Committee Meeting

Date and Time
Wednesday May 20, 2020 at 5:00 PM

Location
Zoom Call

This meeting of the Springfield Prep Charter School Governance Committee was held via Zoom video conference on 5/20/2020 at 5 pm. Meeting notice was posted on the school's website (www.springfieldprep.org) on 5/15/2020 at 4:25 PM.

Committee Members Present
A. Grant (remote), R. Leonard (remote), S. Fuller (remote)

Committee Members Absent
None

Ex Officio Members Present
B. Spirer (remote)

Guests Present
N. Abramowitz (remote)

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 Wednesday May 20, 2020 at 5:04 PM.

C. Approve Minutes

R. Leonard made a motion to approve the minutes from Governance Committee Meeting on 04-20-20.
S. Fuller seconded the motion.
The committee **VOTED** unanimously to approve the motion.

II. Governance

A. COVID-19 closure updates and impacts

Bill discussed that the school is currently planning for a remote summer program for a portion of students and is considering and planning for several potential scenarios for the coming school year. The committee discussed the resources the school might need to enact these plans.

B. Report out on Board Member check-in conversations

The committee reported out on conversations they had with each Board member. They reported that the overall sentiment is overwhelmingly positive and that Board members find their experience meaningful. All Board Members intend to continue serving on the Board through the upcoming school year at this time, and several provided suggestions of additional skills or experience that might benefit the Board and the school if an additional member is recruited.

C. Required business for the Annual Meeting

The Committee discussed that two members, Sherriff and Sally, are both up for re-election and both are seeking re-election at this time. The Board also confirmed that the Board Officers are up for election as happens annually and that all are pursuing re-election, pending confirmation of Officer term limits.

D. 2019-2020 ED Evaluation

The Committee agreed to begin the 2019-2020 ED Evaluation in June per the usual process. Bill will share his self-evaluation with the Committee and Alex will send the survey to the Board. The Committee will then compile and submit its final memo to the Board for approval and will share with Bill.

E. Review Consent Agenda information and best practices

Nancy presented the Consent Agenda overview and highlighted key points to remember as the Board begins to use consent agendas in the future. The committee discusses that

it will be a learning process but will be a positive step for the Board and agrees to share the overview with the Board during the May meeting and begin using a Consent Agenda monthly, as appropriate, beginning in June.

F. Review proposed 2020-2021 Board Calendar

R. Leonard made a motion to Approve the proposed Board and Committee meeting calendar.
S. Fuller seconded the motion.
The calendar is proposed as of this meeting with the understanding that all meetings are subject to change based on committee and school needs, provided that there is at least 48-hour notice of the change except in emergency circumstances.
The committee **VOTED** unanimously to approve the motion.

III. Other Business

A. Next Governance Committee Meeting

The next Governance Committee meeting is scheduled for 6/8/2020 at 5 PM.

IV. 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 5:56 PM.

Respectfully Submitted,
B. Spirer

Documents used during the meeting

- SPCS. Board Member Terms, Committees & Contact List. SY19-20.pdf
- Executive Director Evaluation Process Overview.pdf
- Consent-Agenda.pdf
- May 2020 - Consent agendas at Springfield Prep.pdf
- 2020-2021 Tentative Board Calendar vF.xlsx