APPROVED

Springfield Prep
CHARTER SCHOOL

Springfield Prep

Minutes

Governance Committee Meeting

Date and Time
Monday April 20, 2020 at 5:00 PM

Location
https://us04web.zoom.us/j/462202929?pwd=ays0M2d6dm55T0tRWEFGcUVDVEFmUT09
Zoom Video Conference (due to COVID-19 school closure)

This meeting of the Springfield Prep Charter School Governance Committee was held via Zoom video conference on 4/20/2020 at 5 pm. Meeting notice was posted on the school's website (www.springfieldprep.org) on 4/16/2020 at 3:00 PM.

Committee Members Present
A. Grant (remote), B. Spirer, N. Abramowitz (remote), R. Leonard (remote), S. Fuller (remote)

Committee Members Absent
None

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 Apr 20, 2020 at 5:04 PM.

C. Approve Minutes

R. Leonard made a motion to approve the minutes from Governance Committee Meeting on 01-13-20.
S. Fuller seconded the motion.
Alex abstained because he was absent from the January meeting.
The committee **VOTED** to approve the motion.

Roll Call	
N. Abramowitz	Abstain
B. Spirer	Abstain
R. Leonard	Aye
S. Fuller	Aye
A. Grant	Abstain

II. Governance

A. COVID-19 closure updates and impacts

Bill discussed the update memo provided. The school is planning for the last day of school to be 6/15/2020 but is waiting to confirm based on guidance from the DESE Commissioner. The school is currently planning to finish the school year virtually, but there's a small chance of re-opening. Remote academics continue; the school has distributed over 100 Chromebooks and continues to distribute hard-copy packets. School leadership is planning for several re-opening scenarios for the 2020-2021 School Year. The Building Project continues as planned but could face delays due to COVID-19, particularly in areas where local or state government involvement is necessary (e.g., permitting).

B. Check in on 2019-20 board recruitment goals

The Committee discussed Board member recruitment and retention and how the COVID-19 pandemic may shift goals and timelines. While expanding the Board is a priority, maintaining continuity will be important to support the school through the COVID-19 era. To gauge current Board Member satisfaction, willingness to continue to serve, and suggestions for improving the Board experience, the Committee agreed to hold one-on-one check-ins between a committee member and each Board member. Included in these conversations will also be Board member recommendations for skills and experience the Governance Committee should seek in future Board members, as well as any recommendations for Board prospects.

C. Report on 2019-20 ED Goals

Bill provided an update based on his 2019-2020 Goals. Enrollment, the Building Project, Academics, and the Capital Campaign are on or above target. The family survey will be sent later this year and results reported out at that time. Hiring goals remain ambitious, particularly in light of the COVID-19 pandemic, but the school leadership has plans to address these challenges and make progress toward goal achievement.

III. Other Business

A. Next Governance Committee Meeting

Confirm next Governance Committee meeting, scheduled for 5/11/2020 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 6:15 PM.

Respectfully Submitted,
A. Grant

Documents used during the meeting

- Memo to Board re COVID-19 Impacts - April 2020 .pdf