APPROVED

Springfield Prep
CHARTER SCHOOL

Springfield Prep

Minutes

Governance Committee Meeting

Date and Time
Monday May 17, 2021 at 12:30 PM

This meeting of the Springfield Prep Charter School Governance Committee was held via Zoom video conference on 5/17/2021 at 12:30 pm. Meeting notice was posted on the school's website (www.springfieldprep.org) on 5/13/2021 at 3:40 pm.

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

Committee Members Absent
None

Committee Members who arrived after the meeting opened
K. Molina

Committee Members who left before the meeting adjourned
A. Grant

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 May 17, 2021 at 12:35 PM.

C. Approve Minutes

R. Leonard made a motion to approve the minutes from Governance Committee Meeting on 10-27-20.
A. Grant seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

N. Abramowitz	Abstain
A. Grant	Aye
B. Spirer	Abstain
K. Molina	Absent
R. Leonard	Aye

D. Approve Minutes

R. Leonard made a motion to approve the minutes from Governance Committee Meeting on 03-15-21.
A. Grant seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

K. Molina	Absent
N. Abramowitz	Abstain
R. Leonard	Aye
A. Grant	Aye
B. Spirer	Abstain

K. Molina arrived.

II. Governance

A. Slate of Board Renewals and Bylaws discussion

Bill discussed that we will present the slate of Director renewals (Doug, Tricia) at an upcoming meeting. He also raised potential changes to the bylaws to remove the term limits for Officers to increase continuity and retain expertise in these roles. The proposed option is to maintain the 1-year term with a 5-term cap, or to remove term limits entirely. Alex shared his concern that having no term limit may appear that we are not encouraging turnover in the role as part of governance practices. Bob discussed that the 5-year limit will allow for more continuity and avoid turnover at key points. Kelvin shared that having turnover in these roles frequently is a helpful means of making sure that the quality of Board leadership remains high. All members agreed to recommend a maximum of 5 one-year terms and will propose that to the Board for a vote. Bill and Nancy will work with the Department of Elementary and Secondary Education on the timing and mechanics of the bylaws amendment.

Bill also discussed the potential to ask Sherriff to step into the Secretary role given that Alex's term is up and we want to increase leadership opportunities for other board members. Alex is willing to continue, pending the change to the bylaws, but also is in support of proposing this role to Sherriff. Bill will discuss this with Sherriff before the slate is proposed.

Bill also shared that Jason may be splitting his time between MA and NV but wishes to remain on the Board, assuming that remote meeting participation is still allowed. The committee expressed strong support for Jason's continued participation, if possible.

B. Board member recruitment

Bill discussed the potential to have a family member of a student serve on the board as a representative of the school community to increase representation from the Springfield community and from parents in key decisions. He has a specific parent in mind that he would like to approach with a proposal to join the Board and wanted to discuss this possibility more broadly with the committee. Bob and Kelvin stated that they are generally supportive of this idea. Alex is supportive of the idea but expressed concern that other parents may wonder how the person was chosen and what were the qualifications that allowed them to be approached to join the Board. Bill shared that for other non-parent Board members, they are selected, not elected nor do they have to apply, and Kelvin agreed that having the same process for all Board members would be equitable, though Alex raised the point that other parents may feel it's inequitable for them to not have been considered. The committee generally agreed that approaching this parent about the possibility of joining the Board would be an appropriate next step. Kelvin also shared that as we discuss this possibility with the community in the future, highlighting the Parent Action Committee as another way to also be involved would be important.

A. Grant left.

C. Executive Director Evaluation Process

Bill discussed altering the timeline for the ED evaluation process. By pushing the evaluation back to August, we will have a more complete picture of the data that is part of his accountability goals. The downside of this change is that the Organization Goals for FY22 would be presented to the school team much later. than normal. The committee agreed that the August timeline made sense, particularly for this year, and agreed to make this change.

Kelvin shared that he would be in favor of splitting the ED Evaluation & Goals from the Organization Goals to ensure that those are clear and distinct and to simplify the process and will address this at a future meeting.

D.

Strategic Planning

Bill suggested that starting in late September/October, the committee begins planning a strategic planning process now that the school will be in its permanent home and nearing its full capacity. The committee agreed with this timeline and suggestion.

E. Upcoming board training opportunity

Bill presented the upcoming training opportunity as shared in the cover sheet. This opportunity will be shared with all Board members.

III. Other Business

A. Next Governance Committee Meeting

There are no more planned Governance Committee Meetings during this Fiscal Year. Meetings for FY22 will be planned and reviewed with committees and the Board.

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 1:40 PM.

Respectfully Submitted,
N. Abramowitz

Documents used during the meeting

- Executive Director Evaluation Process Overview - Proposed Edits.docx