

APPROVED



**Springfield Prep**  
CHARTER SCHOOL

## Springfield Prep

# Minutes

## Board Meeting

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### Date and Time

Wednesday March 2, 2022 at 5:45 PM

### Location

via Zoom

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This meeting of the Springfield Prep Charter School Board was held via Zoom video conference on 3/2/22 at 5:45 pm. Meeting notice was posted on the school's website ([www.springfieldprep.org](http://www.springfieldprep.org)) on 02/24/22 at 12:00 pm.

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### Trustees Present

A. Grant (remote), A. Malone (remote), A. Piela (remote), K. Molina (remote), R. Leonard (remote), S. Balogun (remote), S. Fuller (remote), S. Monson (remote)

### Trustees Absent

D. Morrin, J. Rosewell

### Trustees who arrived after the meeting opened

A. Grant

### Ex Officio Members Present

B. Spirer (remote)

### Non Voting Members Present

B. Spirer (remote)

### Guests Present

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A. Narvaez (remote), M. Wagner (remote), N. Abramowitz (remote)

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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 board of trustees of Springfield Prep to order on Wednesday Mar 2, 2022 at 5:48 PM.

### C. Public Comment, If Any

Amneris Narvaez, Senior Director of Central and Western MA programs for Generation Teach, attended the meeting as an observer at the invitation of the school. She introduced herself, sharing that the organization runs summer teaching fellowships, for which she recruits teachers and supports them on-site during their fellowships.

## II. Consent Agenda

### A. Approve January 26 Board Meeting Minutes

S. Fuller made a motion to approve the minutes from Board Meeting on 01-26-22.  
K. Molina seconded the motion.  
The board **VOTED** unanimously to approve the motion.

#### Roll Call

J. Rosewell Absent  
S. Monson Aye  
K. Molina Aye  
D. Morrin Absent  
A. Grant Absent  
A. Piela Aye  
S. Balogun Aye  
S. Fuller Aye  
R. Leonard Aye  
A. Malone Aye

### B. Paragus IT Service contract update

### C. January Financials

### D. Vote to approve consent agenda items

S. Fuller made a motion to Approve the consent agenda items, including the Board Meeting Minutes from January 26th, the Paragus IT Service Contract, and February Financials.

K. Molina seconded the motion.

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

**Roll Call**

S. Balogun Aye  
J. Rosewell Absent  
A. Malone Aye  
A. Grant Absent  
S. Monson Aye  
K. Molina Aye  
R. Leonard Aye  
S. Fuller Aye  
A. Piela Aye  
D. Morrin Absent

**III. Executive Director's Report**

**A. Executive Director Report**

- Bill discussed the ED memo and shared that overall things are going well at the school from both a program and health and safety perspective. He discussed the Black History Month events and the upcoming DESE Site Visit.
- The Board asked how recent current events in Europe have impacted the school. Bill shared that the school sent out age-appropriate resources and guidance and that some classes, predominantly in the Middle School, are addressing it directly as appropriate.

**IV. COVID-19 Updates and Mask Policy Vote**

**A. COVID Updates and Mask Policy Vote**

- Bill discussed the COVID update memo and said that the school's COVID cases have reflected the greater community and national trends of a sharp decline. He shared some minor planned updates to COVID protocols at the school for lunch, recess, and classroom protocols.
- Bill discussed the proposed vote to continue to require masks through the end of March, in line with Springfield Public Schools' decision and based on public health data.
- The board asked what families and staff thought about this. Bill shared that from the PAC meeting and informal staff discussions, there was no major opposition to continuing the mask requirement through March.

A. Malone made a motion to (1) continue to require masks while indoors through the end of March (except while eating/drinking or if medically contraindicated) and revisit this decision at the March 30th, 2022 Board meeting and (2) grant school leadership

discretion to adjust other minor COVID mitigation measures as indicated by COVID data trends.

S. Fuller seconded the motion.

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

**Roll Call**

S. Balogun Aye  
R. Leonard Aye  
S. Fuller Aye  
A. Grant Absent  
K. Molina Aye  
D. Morrin Absent  
A. Malone Aye  
A. Piela Aye  
S. Monson Aye  
J. Rosewell Absent

**V. Governance**

**A. Employee Guidelines Revision**

Meghan reviewed the update memo for the Employee Guidelines. She noted that staff members were already aware of all policies or procedures proposed here.

K. Molina made a motion to approve the revised employee guidelines for SY2021-22 as presented.

A. Malone seconded the motion.

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

**Roll Call**

D. Morrin Absent  
K. Molina Aye  
S. Fuller Aye  
S. Monson Aye  
R. Leonard Aye  
A. Malone Aye  
J. Rosewell Absent  
A. Piela Aye  
A. Grant Absent  
S. Balogun Aye

**B. Advocacy Week**

- Nancy and Bill discussed the upcoming Charter School Advocacy Week activities and how the Board can be involved. They discussed the impact of the Facilities Per Pupil increase which is one of the focuses of Advocacy Week.

**VI. Academics**

## A. Academic Dashboard Review

A. Grant arrived at 7:05 PM.

- Bill and Nancy reviewed the Academic Dashboard. They highlighted:
  - The attendance rate is improving but was a significant challenge earlier this year.
  - Applications for the upcoming lottery exceeded our goal and prior year application numbers. The Board discussed the lower application rates in upper grades, though the school does not expect significant challenges in filling those seats throughout the year.
  - Exclusionary discipline continues to be rare.
  - On all assessments, there has been growth since the beginning of the year. On reading assessments, Kindergarten has been less impacted than other grades, and second and third grades have students on a wider range of reading levels which poses some challenges, but there is still significant growth since the initial baseline and the possibility to achieve the internal goals by the end of the year. Math performance was lower than hoped but still showed progress and some grades meeting current goals. **(Alex joined at 7:05 PM)**
  - There are updates to the accountability requirements from US DOE so there will be an accountability score and MCAS will occur this year.

## VII. Closing Items

### A. Next Board Meeting

The next scheduled board meeting is on Wednesday, 3/30/22 at 5:45 PM.

### B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:30 PM.

Respectfully Submitted,  
N. Abramowitz

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## Documents used during the meeting

- SPCS - F&E 3.0 Lite Proposal (1).pdf
- MEMO. FY22 Paragus Contract Update.Feb 2022.pdf
- 2. FY22 January SPCS Summary.pdf
- 5. FY22 January SNP.pdf

- 3. FY22 January Friends.pdf
- 4. FY22 January Realty.pdf
- 6. SPCS FY22 January Cash Flow.pdf
- 7. FY22 January Grants.pdf
- ED Report for 3.2.22.pdf
- Memo to board re COVID updates and mask policy 3.2.2022 v2.pdf
- Memo to Board\_ Employee Guidelines Updates 2021-22.pdf
- Springfield Prep Charter School Employee Guidelines SY21-22 Proposed 2 25 2022.pdf
- Academic Dashboard 2.9.22 - updated for 3.2. Board Meeting - 3.1.22 update.pdf