

APPROVED



**Springfield Prep**  
CHARTER SCHOOL

Springfield Prep

## Minutes

Board Meeting

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### Date and Time

Wednesday August 31, 2022 at 5:45 PM

### Location

This meeting will take place remotely via Zoom.

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### Trustees Present

A. Malone (remote), A. Narvaez (remote), A. Piela (remote), D. Morrin (remote), R. Leonard (remote), R. Molina-Brantley (remote), S. Monson (remote)

### Trustees Absent

S. Balogun, S. Fuller

### Ex Officio Members Present

B. Spirer (remote)

### Non Voting Members Present

B. Spirer (remote)

### Guests Present

M. Wagner (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 Aug 31, 2022 at 5:50 PM.

**C. Public Comment, If Any**

There was no public comment.

**II. Consent Agenda**

**A. July 22nd Board Meeting Minutes**

A. Malone made a motion to approve the minutes from the Board Meeting on 07-27-22.

S. Monson seconded the motion.

This was approved as part of the consent agenda approval.

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

**Roll Call**

A. Narvaez	Aye
S. Monson	Aye
R. Molina-Brantley	Aye
A. Malone	Aye
S. Fuller	Absent
D. Morrin	Aye
S. Balogun	Absent
R. Leonard	Aye
A. Piela	Aye

**B. Copier Contract Approval**

**C. Speech-Language Pathology Contracted Services Contract Approval**

**D. July Financials**

**E. Vote to approve consent agenda items**

A. Malone made a motion to approve the consent agenda.

S. Monson seconded the motion.

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

**Roll Call**

S. Fuller	Absent
S. Monson	Aye
S. Balogun	Absent
R. Molina-Brantley	Aye
A. Piela	Aye
A. Narvaez	Aye
D. Morrin	Aye
R. Leonard	Aye

**Roll Call**

A. Malone            Aye

**III. Executive Director's Report**

**A. Executive Director Report**

Bill reported that the school year was off to a great start with strong enrollment for Kindergarten as of Thursday, 8/25 and all students as of Monday, 8/29. Ron asked about the school's approach to withdrawals. Bill shared the enrollment policy of backfilling all grades.

Bill provided a staffing update, including two new hires for Middle School Director of Operations and Communications Coordinator. He also shared that the school is currently 97% hired and discussed the plans to cover upcoming planned parental leaves and open roles.

Bill shared a new program that the school is partnering with to provide expanded in-school mental health services.

Bill and Bob discussed the upcoming retreat scheduled for 9/22.

**B. Contract for consulting services for Special Projects work**

Bill discussed the need for a consultant to support work previously owned by the departing Director of Special Projects. Much of Nancy's work will be taken on by others, including the new Communications Coordinator, but there is remaining special projects work that the school needs additional support with.

A. Narvaez made a motion to approve hiring a special projects consultant.

R. Molina-Brantley seconded the motion.

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

**Roll Call**

R. Leonard            Aye  
S. Monson            Aye  
S. Fuller              Absent  
A. Narvaez            Aye  
D. Morrin             Aye  
S. Balogun            Absent  
A. Piela                Aye  
R. Molina-Brantley   Aye  
A. Malone             Aye

**IV. Governance**

**A. Staff COVID vaccination policy**

Meghan discussed a proposal to end the staff COVID vaccination policy, and reviewed the rationale provided in the cover sheet. The impetus of this policy change is to keep our community safe and minimize disruptions to school, such as student and staff absences. The board discussed that COVID notification policies remained consistent with state guidance.

A. Piela made a motion to end Springfield Prep's staff COVID vaccination policy.

S. Monson seconded the motion.

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

**Roll Call**

A. Narvaez	Aye
S. Fuller	Absent
A. Piela	Aye
R. Molina-Brantley	Aye
A. Malone	Aye
S. Balogun	Absent
R. Leonard	Aye
D. Morrin	Aye
S. Monson	Aye

**B. Updates to Student & Family Handbook for SY22-23 - Sex Education Parental Notification Policy & Healthy Food Policy**

Bill discussed updates to the Healthy Food policy in the SY22-23 Student & Family Handbook. He also shared that the school added a parental option to opt students out of sex education topics as required by the state. The Board discussed the school's plan to staff health and wellness instruction, and the plan for the school's nursing team to be involved in this work going forward.

A. Malone made a motion to approve updates to the SY22-23 Student & Family Handbook.

D. Morrin seconded the motion.

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

**Roll Call**

S. Balogun	Absent
A. Narvaez	Aye
D. Morrin	Aye
A. Piela	Aye
S. Monson	Aye
R. Leonard	Aye
S. Fuller	Absent
R. Molina-Brantley	Aye
A. Malone	Aye

**C. ED Evaluation Process Update**

Anne provided an update on the ED evaluation process. The process is on track for discussion at the next board meeting. Anne noted that some evaluations are outstanding and reminded members to complete these. The board agreed on a due date of September 16, 2022.

## **V. Closing Items**

### **A. Next Board Meeting**

### **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,  
R. Leonard

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## **Documents used during the meeting**

- HL Dempset Spfld Prep DX 6855i.pdf
- SPCS SL-P Agreement 8-28-2022.pdf
- 5. SP FY23 July SNP.pdf
- 6. SPCS FY23 July Cash Flow.pdf
- 2. SPCS FY23 July Summary.pdf
- 3. SP Friends FY23 July Summary.pdf
- 4. SP Realty FY23 July Summary.pdf
- Springfield Prep\_Special Projects Consultant Agreement.pdf
- Springfield Prep - Staff Vaccine Policy - 10.28.21.pdf
- SPCS Policy. Family Notification Relative To Sex Education DRAFT.pdf
- Health & Wellness Family-Facing Curriculum Overview.pdf
- Healthy food policy update - Student & Family Handbook Excerpt redlined.docx