APPROVED

Springfield Prep
CHARTER SCHOOL

Springfield Prep

Minutes

Board Meeting

Date and Time
Thursday July 25, 2024 at 5:45 PM

Trustees Present
A. Malone (remote), A. Piela (remote), M. Frodema (remote), R. Leonard (remote), R. Molina-Brantley (remote), S. Balogun (remote), S. Fuller (remote), S. Monson (remote)

Trustees Absent
A. Narvaez

Ex Officio Members Present
B. Spirer (remote)

Guests Present
M. Wagner (remote)

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

S. Balogun called a meeting of the board of trustees of Springfield Prep to order on Thursday Jul 25, 2024 at 5:46 PM.

C. Public Comment, If Any

There was no public comment.

II. Consent Agenda

A. Approve minutes from the previous board meeting

R. Leonard made a motion to approve the minutes from Board Meeting on 06-13-24.
A. Malone seconded the motion.
Sally noted that she would abstain since she was not present at this meeting.
The board **VOTED** to approve the motion.

Roll Call

S. Fuller	Abstain
A. Narvaez	Absent
S. Balogun	Aye
R. Leonard	Aye
M. Frodema	Aye
R. Molina-Brantley	Aye
S. Monson	Aye
A. Piela	Aye
A. Malone	Aye

B. Contract Approvals

C. Vote to approve consent agenda items

R. Leonard made a motion to approve the consent agenda as presented.
A. Malone seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

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

III. Executive Director Items

A. July Executive Director Report

- Bill shared information about the Summer School program at the school and the students that participated in the Camp Beyond Program. Sarah shared her daughter's experience participating in Camp Beyond. Bill also shared information about the Math Resilient Students (MaRS) program that took place at school, in

partnership with Smith College. Fifteen students in 1st through 7th grade participated. Sally asked about how students are selected for this and Bill described how Jess worked with teachers to identify students they thought would benefit from the program.
- In addition, the school had 25 students attend Camp Weber with the help of a scholarship and an additional student attended Camp Becket, also with the support of a scholarship.
- Bill shared information about two new hires, including a new Managing Director of Business and Operations and a Development and Communications Coordinator.
- Bill shared appreciation for Sarah, Sally, Bob and Sherriff for their additional contributions to the school over the past month.
- Bill reported about some recent news articles about Springfield Prep, including one article that highlighted Springfield Prep as one of only 6 schools in MA that are considered high-poverty schools and are exceeding state performance averages in both ELA and Math.

IV. Finance Items

A. End of Year Financials

- Meghan shared that she was just able to finish the End of Year Financials and that the headline is that there is nothing that different from what we've been looking at over the past year, which is good news. On the DESE Finance Dashboard, we expect the two areas of moderate risk to move into the low risk category in FY25 due to the end of ESSER.
- In terms of expenses, we trended under budget in all areas except personnel. This was because benefits were more expensive than projected, so we budgeted higher for FY25. It was also because we gave a staff bonus at the end of the year given our strong financial position. The net position is a strong place to be and does not put us in a problematic position in terms of excess surplus carryover.
- Amy asked if there were any preliminary audit indications. Meghan shared that so far, it has been smooth and there's no indication of any issue.

V. Governance & Compliance Items

A. Annual Report

- Bill provided an overview of the annual report, a summary of key areas of the charter school performance criteria. Bill highlighted that the student discipline data in this report is higher than the state average, but noted that this data is from 2022. He explained that discipline data this year was much lower and that last year was an anomaly. The board discussed reasons for the suspension increase in the previous year and why the numbers decreased during the past year.

- Bill also reviewed the Accountability Plan and the Recruitment and Retention Plans. The board discussed some of the discrepancies between our percentages of special populations and the comparison index.

S. Fuller made a motion to approve the 2023 DESE Annual Report.
R. Leonard seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

B. Application for Renewal

- Bill described the renewal process and highlighted key sections of the Renewal Application, including those related to academic program success, school leadership, finances, and the plan for the next five years.
- The board discussed potential areas of concern and Bill noted that we still have some teachers who have not been able to pass the MTELs within their first year. The board asked questions about this and Bill described the ways the school is supporting with these efforts, including financial incentives and MTEL preparation support.

R. Leonard made a motion to approve the Renewal Application as presented.
R. Molina-Brantley seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

C. Title IX Policy Updates

- Bill provided an overview of the Title IX changes and reviewed the changes presented in the packet.
- Amy asked about whether Marelin had sufficient training given the complexity of this policy. Meghan explained that she had just attended a training on this topic during the past week and that we have other training opportunities coming up. Bill noted that if there was a Title IX issue, we would consult with the school's counsel to provide additional in-the-moment support.

R. Leonard made a motion to approve the amended Title IX policies, as presented.
M. Frodema seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

VI. Closing Items

A. Board meeting debrief

- Sherriff shared that this was an important agenda and he appreciated the conversation generated by the annual report and renewal application, which included meaty topics important to the school.
- Anne appreciated looking at the data in a different way today, which she found to be a good way to reflect on the school's work.
- Sally liked the fact that we're conscious about asking probing questions to ensure we understood the underlying issues. She shared an appreciation that this board is always asking questions like Amy's, about whether the school management team has enough support.
- Mary Kate appreciated the discussion of school level data and seeing the positive media news.
- Bob was happy to see good attendance results and appreciated good discussion about the details in the Renewal Application and Annual Report.
- Ron appreciated seeing so much detailed data about so many areas of the school's work.
- Amy congratulated Meghan for bringing the financial year to a close.

- Sarah noted that this was a big packet but we had a really good conversation that make the items understandable.

B. Next Board Meeting

C. Adjourn Meeting

R. Leonard made a motion to adjourn the meeting.
S. Fuller seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:15 PM.

Respectfully Submitted,
S. Monson

Documents used during the meeting

- MEMO. FY25 Vendor Contract Summary. July 2024.pdf
- ED Report for 7.25.24.pdf
- 4. SP Realty FY24 June Details.pdf
- 6. SPCS FY24 June Cash Flow.pdf
- 3. SP Friends FY24 Details.pdf
- 5. SP FY24 June SNP.pdf
- 0. SP FY24 June Dashboard.pdf
- 1. SPCS FY24 June Details.pdf
- 7. SP FY24 June Grants.pdf
- 2. SPCS FY24 June Summary.pdf
- 6. SP FY24 June Cash Flow.pdf
- SPCS 2023-24 Annual Report FINAL DRAFT.pdf
- SPCS Application for Renewal and Appendix A 2024 FINAL DRAFT.pdf

- Memo_ Title IX Updates to Student Handbook & Employee Guidelines 7.23.24.pdf
- Title IX updates to S&F Handbook 7.23.24.pdf
- Title IX updates to the Employee Guidelines 7.23.24.pdf