APPROVED

Springfield Prep
CHARTER SCHOOL

Springfield Prep

Minutes

Governance Committee Meeting

Date and Time
Monday October 20, 2025 at 12:30 PM

Location

Join Zoom Meeting
https://springfieldprep.zoom.us/j/86573746238?pwd=9LcZgQykxCQeLnHY89UqQapbVMVxOl.1
Meeting ID: 865-7374-6238
Password: 877789
Dial in: (646) 558 8656

Committee Members Present
A. Malone (remote), S. Balogun (remote), S. Monson (remote), W. Janes (remote)

Committee Members Absent
None

Guests Present
B. Spirer (remote), P. Wigmore (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

S. Monson called a meeting of the Governance Committee of Springfield Prep to order on Monday Oct 20, 2025 at 12:33 PM.

C. Approve Minutes

W. Janes made a motion to approve the minutes from Governance Committee Meeting on 09-22-25.
S. Balogun seconded the motion.
The committee **VOTED** to approve the motion.

Roll Call

W. Janes	Aye
A. Malone	Aye
S. Monson	Aye
S. Balogun	Aye

II. Governance

A. Executive Director Strategic Priorities

Bill reviewed the history of the school's *Strategic Priorities 2025–26* document, explaining that it serves as a framework to align Executive Director goals with the priorities approved by the Board. He discussed his focus areas for the coming year, emphasizing work related to the leadership transition and targeted fundraising efforts.

Sarah asked whether the school had ever sought multi-year donor commitments. Bill noted this has not been typical practice but said he plans to explore multi-year funding to support transition-related initiatives and ensure stability. He also highlighted the importance of fully funding the alumni program this year so that the responsibility does not fall to the next Executive Director.

The Board agreed that the *Strategic Priorities* is aligned with the priorities previously set for the Executive Director position, particularly given the transition year. Sherriff noted that the document was helpful in understanding how goals and the accountability plan are connected. Sarah added that these materials would also be useful during the hiring process for the next Executive Director.

Bill transitioned to Board recruitment being a priority, given two expected departures by year-end. He plans to meet individually with trustees between November and February to identify potential new members and will update the Governance Committee as that work progresses.

B. ED Evaluation & Compensation

Bill left the meeting at 12:47 p.m. prior to this discussion. Sarah provided an update on the Executive Director evaluation process and thanked the Governance Committee for its timely work on this effort. She reiterated that Bill requested to remain aligned with the same compensation structure as the senior leadership team.

The Board discussed the Executive Director's compensation, with Sarah noting that a third-party review had recently confirmed the salary is aligned with industry standards. Anne asked whether the position remains competitive with peer Springfield charter schools, and Sarah confirmed that it does.

The Board voted to approve a 4.5% salary increase for the Executive Director, effective July 1, with no additional bonus. Garth and Sherriff supported the adjustment, noting its consistency with market benchmarks and the Board's flexibility regarding Executive Director compensation relative to other roles.

The board discussed long-term planning for Executive Director evaluation and compensation. Sarah shared that she has been in contact with Robert Carpenter, who advises on Massachusetts charter school governance, to gather comparative data. The Board agreed on the importance of establishing a clear evaluation process for the next Executive Director, including quarterly check-ins, to ensure alignment and continuity.
A. Malone made a motion to Adjourn Meeting.
S. Monson seconded the motion.
The committee **VOTED** to approve the motion.

Roll Call

W. Janes	Aye
A. Malone	Aye
S. Monson	Aye
S. Balogun	Aye

III. 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 1:00 PM.

Respectfully Submitted,
S. Monson

Documents used during the meeting

- Bill's Strategic Priorities 2025-26.pdf