

APPROVED



**Springfield Prep**  
CHARTER SCHOOL

## Springfield Prep

# Minutes

## Succession Committee Meeting

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### Date and Time

Thursday December 4, 2025 at 5:45 PM

### Location

Join Zoom Meeting

<https://springfieldprep.zoom.us/j/85319524806?pwd=nnzMs8q8Ctk5uaaPC9VZN1BJtGy4kv.1>

Meeting ID: 853-1952-4806

Password: 987451

Dial by your location

(646) 558 8656

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### Committee Members Present

A. Malone (remote), A. Piela (remote), L. McCoy (remote), S. Monson (remote)

### Committee Members Absent

*None*

### Guests Present

P. Wigmore (remote)

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## I. Opening Items

### A. Record Attendance

### B. Call the Meeting to Order

A. Malone called a meeting of the Succession Committee Committee of Springfield Prep to order on Thursday Dec 4, 2025 at 5:48 PM.

### C.

### **Approve 11/19/25 Minutes**

A. Piela made a motion to approve the minutes from Succession Committee on 11-19-25.

S. Monson seconded the motion.

The committee **VOTED** to approve the motion.

#### **Roll Call**

A. Malone Aye

A. Piela Aye

L. McCoy Aye

S. Monson Aye

## **II. Executive Director Interview**

### **A. Interviews**

Wendy discussed with the committee the overall process flow for the interview, and the order in which members would participate during the interview. Wendy left at 5:57 PM.

Meghan Wagner arrived at 5:58 PM.

#### **Performance Task Debrief**

Meghan presented a performance task focused on AI integration at Springfield Prep. She discussed her approach to the task, opportunities and risks, how she would engage stakeholders and considerations related to equity and implementation.

#### **Motivation and Mission Alignment**

Meghan described her reasons for applying, highlighting her commitment to Springfield Prep and her excitement about leading the school into its next phase.

#### **Leadership Through Change**

She reflected on past experience guiding teams through organizational changes and maintaining alignment to mission during challenging moments.

#### **Building Trust**

Meghan outlined steps she would take in her first months to build trust with staff and families, including increased visibility, additional time in classrooms, and expanded opportunities for feedback.

#### **Team Culture and Morale**

She shared historical examples of rebuilding morale and trust by listening, communicating openly, and making adjustments in response to staff needs.

#### **Strategic Leadership**

Meghan discussed how she balances long-term strategic planning with maintaining strong connection to day-to-day school culture, staff, and students.

### **Managing Senior Leaders**

She provided examples of supporting and coaching senior team members through complex or overlapping responsibilities.

### **Decision-Making**

Meghan reviewed her approach to weighing priorities and risks, using the school's building transition process as an example of navigating a series of decisions with multiple risks and outcomes involved.

### **Future Priorities**

She identified key priorities for Springfield Prep's next chapter, including sustaining culture and rigor, strengthening community trust, raising academic expectations, supporting technology integration, maintaining strong financial footing, and continuing to grow alumni supports.

### **Candidate Questions**

Meghan asked the committee what qualities they view as most critical in the next Executive Director. Committee members emphasized sustainability, transparency with the board, increased staff touchpoints, and authenticity. Meghan closed by noting the importance of continued board development.

## **B. Closing and Next Steps**

### **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 7:05 PM.

Respectfully Submitted,  
A. Malone

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### **Documents used during the meeting**

- M.Wagner Executive Director Application Packet 11.25.25.pdf