



## Springfield Prep

### Minutes

#### Board Meeting

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**Date and Time**

Wednesday September 7, 2016 at 5:45 PM

**Location**

370 Pine St.

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This meeting of the Springfield Prep Charter School Board will be held at 370 Pine St. on 9/7/16 at 5:45 pm. Meeting notice was posted on the school's website ([www.springfieldprep.org](http://www.springfieldprep.org)) on 9/2/16 at 5 pm.

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**Trustees Present**

A. Grant, D. Williams, J. Brown, K. Molina, K. Murphy, P. Ellis, R. Olejarz

**Trustees Absent**

G. Ross, T. Walker

**Trustees who arrived after the meeting opened**

R. Olejarz

**Ex Officio Members Present**

B. Spirer

**Non Voting Members Present**

B. Spirer

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**I. Opening Items**

A.

## **Record Attendance and Guests**

### **B. Call the Meeting to Order**

D. Williams called a meeting of the board of trustees of Springfield Prep to order on Wednesday Sep 7, 2016 at 5:52 PM.

### **C. Approve July Minutes**

K. Molina made a motion to approve minutes from the Board Meeting on 07-06-16 Board Meeting on 07-06-16.

K. Murphy seconded the motion.

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

### **D. Updates & Recognitions**

R. Olejarz arrived.

## **II. Facility Task Force**

### **A. Executive Session**

D. Williams made a motion to enter executive session to discuss the site search (for the purchase, exchange, lease or value of real property).

K. Molina seconded the motion.

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

### **B. Facility update**

## **III. Academic Achievement**

### **A. August Academic Dashboard**

Bill discussed the new academic year in terms of student enrollment, retention, and waiting list numbers.

## **IV. Governance**

### **A. Accountability Plan**

P. Ellis made a motion to approve the Accountability Plan as presented.

R. Olejarz seconded the motion.

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

Bill presented the Accountability Plan to the board and the board discussed.

### **B. Board membership updates**

P. Ellis made a motion to offer Bob Leonard a seat as a Trustee of the Board.

A. Grant seconded the motion.

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

#### **C. Employee Guidelines 2016-17**

R. Olejarz made a motion to approve the Employee Guidelines as presented.

P. Ellis seconded the motion.

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

Bill presented the changes to the Guidelines and the board discussed. Most of the discussion focused on the paid time off policy.

#### **D. Board Evaluation**

#### **E. Executive Session**

D. Williams made a motion to enter executive session to discuss the Head of School Employment Agreement (to conduct strategy sessions in preparation for negotiations with nonunion personnel).

K. Molina seconded the motion.

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

### **V. Finance**

#### **A. July Financials**

Robin presented the July financials; the board discussed.

R. Olejarz made a motion to approve the financials as presented.

K. Molina seconded the motion.

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

### **VI. Other Business**

#### **A. Charter School Ballot Question**

Bill presented information about the ballot initiative and the guidelines around board member participation.

### **VII. Closing Items**

#### **A. Adjourn Meeting**

J. Brown made a motion to adjourn the meeting.

P. Ellis seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:25 PM.

Respectfully Submitted,  
B. Spirer