APPROVED

Springfield Prep
CHARTER SCHOOL

Springfield Prep

Minutes

Board Meeting

Date and Time
Wednesday November 2, 2016 at 5:45 PM

Location
370 Pine St.

This meeting of the Springfield Prep Charter School Board will be held at 370 Pine St. on 11/2/16 at 5:45 pm. Meeting notice was posted on the school's website (www.springfieldprep.org) on 10/28/16 at 4 pm.

Trustees Present
A. Grant, D. Williams, J. Brown, K. Molina, K. Murphy

Trustees Absent
P. Ellis, R. Olejarz, T. Walker

Ex Officio Members Present
B. Spirer

Guests Present
M. Wagner, R. Leonard

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 Nov 2, 2016 at 5:50 PM.

C. Updates & Recognitions

Bill noted John's help with the facility search and congratulated Kelvin on the arrival of his new baby.

D. Approve October Minutes

K. Murphy made a motion to approve minutes from the Board Meeting on 10-05-16 Board Meeting on 10-05-16.
K. Molina seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Approve September Minutes

J. Brown made a motion to approve minutes from the Board Meeting on 09-07-16 Board Meeting on 09-07-16.
K. Murphy seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Facility Task Force Report

A. Executive Session to discuss facility negotiation

K. Molina made a motion to enter Executive Session for the purpose of a real estate negotiation.
J. Brown seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Facility discussion

The board discussed negotiations regarding the facility search while in Executive Session.

III. Governance Committee Report

A. Board goal development

The board called in Sean Gallagher, the assigned Governance Coach from BoardOnTrack. Sean walked board members through the board self-assessment tool on BoardOnTrack and shared the goal of having all board members complete all of the assessments prior to the next board meeting. The goal is to use these to look for trends, create goals and objectives for the year and primarily to use the results to inform committee work. The 11 assessments should take no more than 10 minutes total to complete. Sean will update our assessment tool to create a new version and board members will receive an email to invite them to complete the assessments.

B. Revised Enrollment Policy and Application

Bill presented the revised Enrollment Policy and Student Application. The revisions update the policy to bring it more in line with what updated regulations and guidance. Bill noted that the Commissioner must approve this policy and there may be additional technical changes based on DESE feedback.
A. Grant made a motion to approve the Enrollment Policy and Student Application.
K. Molina seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Finance Committee Report

A. September Financials

Meghan and Bill presented the financials. Revenues and expenditures are on target; the government grants line is lower because of timing; and administrative costs are higher than predicted, but management expects this to come in line with projections. Overall, spending is in line with the FY17 budget.
D. Williams made a motion to file financials for audit.
K. Molina seconded the motion.
The board **VOTED** unanimously to approve the motion.

V. Academic Achievement Report

A. October Academic Dashboard

Meghan presented the October Academic Dashboard. Highlights include:

- Enrollment update - Two students left the school because of transportation issues; the school has enrolled two more students.
- Economically disadvantaged - Meghan and Bill believe the number reported in this dashboard is not accurate (based on last year's data and the fact that 75% of KG students are ED). They are in touch with DESE to get accurate data for next month's dashboard.
- Attendance - Strong overall and trending back on target; management has put new systems in place to reach out to families when they hit certain attendance thresholds.
- Suspension - Numbers are very, very low.
- STEP - This is the primary tool for determining how students are reading. The 2nd grade is essentially on a "2-year plan" to make up ground because they started with us in 1st grade already far behind. Management will have full results at the next meeting.
- ANet - ANet is a formative assessment (to be used to drive instruction, not summative as in a student's grade). The first round of ANet assessments for SPCS was very encouraging. SPCS had very strong results when compared to

the network (all other schools who took the assessments) and high-performing charter schools across the country. The board discussed the generla overlap between STEP results and ANet results.

- MAP - MAP results were disappointing. Management has realized they need to help our kids become more computer literate. Bill noted that MAP is not as closely aligned to the standards as is STEP and ANet, so the results are not a major concern.

VI. 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 7:30 PM.

Respectfully Submitted,
D. Williams