

APPROVED



City on a Hill Charter Public School

Minutes

October Joint School and Foundation Board Meeting

Date and Time

Monday October 2, 2017 at 6:00 PM

Location

City on a Hill Circuit Street: 58 Circuit St, Boston, MA 02119

City on a Hill graduates responsible, resourceful, and respectful democratic citizens prepared for college and to advance community, culture, and commerce, and to compete in the 21st century. We do so by emphasizing academic achievement, citizenship, teacher leadership, and public accountability.

Trustees Present

Alex Valdez (remote), Cara Stillings-Candal, Ginger Parker, Greg Vasey, Jeff Jablow, Jeff Jacobs, Johanna McCarthy, Karin Wall, Kim Wechtenhiser, Mike Rosen

Trustees Absent

Matt Shaw

Trustees who arrived after the meeting opened

Greg Vasey

Guests Present

Caleb Evanter, Cristin Berry, Marci Cornell-Feist (BoardOnTrack), Mike Mizzoni (BoardOnTrack), Nadine Abraham, Paul Hays, Wanda Nascimento

I. Opening Items

A. Record Attendance and Guests

Board of Trustees: Sally Bachofer, Cara Stillings Candal, Jeff Jablow, Jeff Jacobs, Ginger Parker, Michael Rosen, Lori Stevens, Alex Valdez (by phone), Greg Vasey (after minutes votes), Karin Wall, Johanna Ward, and Kim Wechtenhiser

City on a Hill Foundation Board of Directors: Michael Grossman

Board on Track: Marci Cornell-Feist, Mike Mizzoni

Staff: Nadine Abraham, Caleb Evanter, Paul Hays, Katie Kline, Sam Larkan, Diana Mastrocola, Wanda Nascimento, Cristin Berry Pizzimenti, DeOtis Williams (at the start)

B. Call the Meeting to Order

Ginger Parker called a meeting of the board of trustees of City on a Hill Charter Public School to order on Monday Oct 2, 2017 at 6:08 PM.

C. Welcome Remarks from Principal Williams

Chief Academic Officer Paul Hays introduced DeOtis Williams, the new Principal of City on a Hill Charter Public School Circuit Street. Mr. Williams introduced himself and welcomed the Board of Trustees to the Circuit Street campus.

D. Approve Minutes

Jeff Jacobs made a motion to approve minutes from the Strategic Planning Session on 09-13-17 Strategic Planning Session on 09-13-17.

Johanna McCarthy seconded the motion.

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

Jeff Jacobs made a motion to approve minutes from the Board Retreat on August 11, 2017 Strategic Planning Session on 09-13-17.

Ginger Parker seconded the motion.

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

Greg Vasey arrived.

II. Finance

A. FY17 Audit/Compliance Review

Johanna Ward discussed the audit. There was a clean opinion on the audit. There were no significant audit adjustments. Ms. Ward will file it with DESE.

Johanna McCarthy made a motion to accept the findings of the audit.

Jeff Jacobs seconded the motion.

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

B. Fiscal Reporting

The finance discussion continued, and Ms. Ward raised possible topics for the Finance Committee to pursue and bring to the full Board for consideration and action. Some topics presented were a direct result of recommendations raised during the exit meeting with the Auditors, including appropriate amount of operating expense versus cash on hand at each school; and the possibility moving forward of building more robust reserve funds at each school.

C. Committee Report

Ms. Ward shared the finance committee's vision statement: Every dollar spent by CoaH advances the academic excellence and continued financial viability of the schools and their programs.

Discussion about monthly reporting, flexible budgeting based on per-pupil amounts, best practices and benchmarks.

III. Academic Excellence

A. Discussion of Vision of Academic Excellence

Ms. Candal shared the committee's new vision statement: Graduates of City on a Hill will be prepared to thrive at four year competitive colleges. The academic experience we provide will produce critical thinkers engaged in their own education who have found the joy in lifelong learning. We will position students to lead self-directed lives and contribute in a meaningful way to their communities.

Discussion about MCAS proficiency as a floor, not a ceiling. Discussion about goals regarding reducing attrition. Discussion regarding Board member involvement at the schools versus the Board's role in governance.

IV. CEO Support And Evaluation

A. Committee Report

Mr. Rosen introduced the CEO support and evaluation committee which was formerly the Human Resources committee.

V. Development

A. Committee Report

Mr. Jablow shared that the Development Committee's primary responsibility is to raise non-grant funds to support City on a Hill's mission.

The annual fundraising Gala will be on Wednesday, March 28th at the Boston Public Library.

VI. Governance

A. Next Steps

Ms. Wechtenhiser presented the vision statement for the Governance Committee: To recruit new board members, to orient and train current board members and to conduct a board evaluation based on best practices about charter school governance.

VII. Other Business

A. Executive Session: Personnel Matters

Ms. Parker called the meeting to executive session at 7:21 pm to discuss personnel matters. Roll call vote of all Trustees in attendance.

VIII. 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 7:50 PM.

Respectfully Submitted,
Ginger Parker