

APPROVED



## City on a Hill Charter Public School

### Minutes

#### February Board Meeting

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**Date and Time**

Monday February 5, 2018 at 6:00 PM

**Location**

CoaH Circuit Street, 58 Circuit Street, Boston 02119

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**Trustees Present**

Cara Stillings-Candal, Ginger Parker, Greg Vasey, Jeff Jablow, Karin Wall, Kim Wechtenhiser, Lori Stevens, Matt Shaw, Mike Rosen

**Trustees Absent**

Alex Valdez, Jeff Jacobs, Johanna McCarthy

**Trustees who arrived after the meeting opened**

Karin Wall

**Ex Officio Members Present**

Sally Bachofer

**Non Voting Members Present**

Sally Bachofer

**Guests Present**

Cristin Berry, Daniella Satterfield, Katie Kline, Melisa Lemire, Nadine Abraham, Paul Hays, Sam Larkan, Wanda Nascimento

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## **I. Opening Items**

### **A. Record Attendance and Guests**

### **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 Feb 5, 2018 at 6:08 PM.

### **C. Approve Minutes**

Cara Stillings-Candal made a motion to approve minutes from the December Board Meeting on 12-04-17 December Board Meeting on 12-04-17.

Mike Rosen seconded the motion.

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

## **II. Academic Excellence**

### **A. February Academic Update**

Karin Wall arrived.

At 6:12 pm, Academic Excellence Committee Chair, Cara Stillings Candal, and Chief Academic Officer, Paul Hays, introduced the presentation about college persistence, dual enrollment, and advanced placement.

College Counselors Natasha de Sherbinin (Dudley Square) and Diana Mastrocola (Circuit Street) reviewed indicators that contribute to college persistence. Deputy Chief Academic Officer, Cristin Pizzimenti, discussed CoaH's current persistence metrics and what CoaH is doing to improve these metrics. Natasha and Diana then discussed how the Board can support this work.

## **III. Development**

### **A. Gala 2018 Preparation and FY2019 fundraising activities**

At 6:43pm Development Chair Jeff Jablow reviewed FY17 and FY18 (to date) totals for the gala, holiday fundraiser (annual appeal), annual fund, and grants.

#### IV. Finance

##### A. FY2018 Financial Report

At 6:47pm Chair of the Finance Committee, Matt Shaw presented for the Finance Committee. He reviewed FY18 year end financials compared to the annual budget, and the FY18 balance sheet.

#### V. Governance

##### A. Updates to Organizational Strategic Priorities and Board member recruitment

At 6:58pm Executive Director, Sally Bachofer presented on work and investments that have started across the schools to continue to improve student learning, instructional quality, leadership capacity, and school culture and climate.

Kim Wechtenhiser made a motion to To approve Melisa Lemire as a new member of the Board of Trustees for City on a Hill Charter Public Schools and direct the Executive Director to complete all necessary and required compliance materials requesting approval from the Commissioner of the change in Board membership.

Jeff Jablow seconded the motion.

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

##### B. Vote to approve job descriptions for full board, individual trustees, officers, and committees

Kim Wechtenhiser made a motion to Vote to approve job descriptions for full board, individual trustees, officers, and committees.

Cara Stillings-Candal seconded the motion.

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

#### VI. Closing Items

##### A. Adjourn Meeting

Ginger Parker made a motion to adjourn the meeting and go into executive session to talk about strategic issues.

Mike Rosen seconded the motion.

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

##### Roll Call

Jeff Jablow	Aye
Karin Wall	Aye
Alex Valdez	Absent
Johanna McCarthy	Absent
Mike Rosen	Aye

**Roll Call**

Lori Stevens	Aye
Cara Stillings-Candal	Aye
Greg Vasey	Aye
Ginger Parker	Aye
Jeff Jacobs	Absent
Kim Wechtenhiser	Aye
Matt Shaw	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:37 PM.

Respectfully Submitted,  
Ginger Parker