

APPROVED



## City on a Hill Charter Public School

### Minutes

#### January 2020 CEO Support Committee Meeting

---

**Date and Time**

Tuesday January 21, 2020 at 4:00 PM

**Location**

City on a Hill - Circuit Street (Room 105), 58 Circuit Street, Roxbury, MA 02119

**Committee Members Present**

Cara Stillings-Candal, Gary Morton, Jacqueline Bennett, Jordan Lopez

**Committee Members Absent**

Sarah Griffin

---

**I. Opening Items****A. Record Attendance and Guests****B. Call the Meeting to Order**

Cara Stillings-Candal called a meeting of the Executive Director Support And Eval Committee of City on a Hill Charter Public School to order on Tuesday Jan 21, 2020 at 4:15 PM.

**C. Approve June 2019 Committee Meeting Minutes**

Gary Morton made a motion to approve the minutes from June 2019. June 2019 CEO Support Committee Meeting on 06-25-19.

Cara Stillings-Candal seconded the motion.

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

## **II. CEO Contract Discussion**

### **A. CEO Contract Discussion**

Cara Stillings-Candal, Chair, introduced the topic of the Chief Executive Officer (CEO) Contract terms discussion. Stillings-Candal confirmed that the current terms of the contract end upon completion of the 2020-21 school year, and stated the proposal of extending the contract by an additional year.

The Committee discussed the need for a consistent leader given current change management being enacted at the schools and agreed to offer an extension, noting that due to financial constraints, additional salary compensation would not be an option in the new contract.

Potential alternatives to additional salary compensation included paid parental leave, a stipend for professional development, an executive coach, and additional vacation time. Committee members discussed whether the requests aligned with other leaders in the charter space. Stillings-Candal reiterated that not all requests will be honored and are all subject to consultation with and approval by the Finance Committee.

## **III. SY20 CEO Goals**

### **A. SY20 CEO Goals**

Cara Stillings-Candal, Chair, next introduced the Chief Executive Officer Evaluation process, which includes a feedback process from direct reports and Board of Trustees via BoardOnTrack, assessment against the Massachusetts Superintendent Rubric, and progress to personal goals set and approved by the Committee.

Stillings-Candal shared personal goals as created by Kevin Taylor, Chief Executive Officer, which included:

1. Demonstrable progress towards finalizing a Union contract;
2. Following through on next steps related to the City on a Hill - Circuit Street charter renewal;
3. Orderly winddown of the City on a Hill - New Bedford charter/campus;
4. Successful consolidation of the City on a Hill - Circuit Street and City on a Hill - Dudley Square charters;
5. Satisfactory completion of the Boston Private forbearance agreement and related provisions;
6. And achieve a balanced SY19-20 budget.

The Committee then discussed potential changes to the evaluation process, such as adapting a new rubric to better fit the City on a Hill context as the Department of Elementary and Secondary Education (DESE) shared in school year 2019-20 that the Superintendent Rubric is not a requirement.

Due to time constraints, Stillings-Candal then affirmed that CEO Goals and Evaluation process will continue to be discussed at the next CEO Support Committee Meeting.

#### **IV. 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 5:01 PM.

Respectfully Submitted,  
Cara Stillings-Candal