

APPROVED



## City on a Hill Charter Public School

### Minutes

#### March 2020 Governance Committee Meeting

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**Date and Time**

Monday March 2, 2020 at 5:00 PM

**Location**

City on a Hill Circuit Street, 58 Circuit Street, Roxbury, MA

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**Committee Members Present**

Cara Stillings-Candal, Jeff Jablow (remote), Jordan Lopez, Melisa Lemire

**Committee Members Absent**

*None*

**Guests Present**

Kevin Taylor

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

Melisa Lemire called a meeting of the Governance Committee of City on a Hill Charter Public School to order on Monday Mar 2, 2020 at 5:18 PM.

**II. Board Growth Conversation, Con't****A.**

### **Board Growth Discussion Con't**

Melisa Lemire, Committee Chair, introduced the topic of continued Board growth. The Committee first began with the need to restructure the Finance Committee, whose Chair recently resigned from the Board of Trustees. Cara Stillings-Candal, Board Chair, suggested the interim appointment of herself as she has been involved with all financial conversations on behalf of City on a Hill since beginning her term as chair. Committee members agreed that this would be the best structure until additional Board members were onboarded.

The Committee then returned to the ongoing topic of Board recruitment. The Committee identified several areas of need for future Board member skills, including experience in finance, facilities, employment law, and development, as well as folks who can share the parent and alumni experience. Members shared additional suggestions for future Board members, and resolved to ask the Board for additional suggestions in the Board of Trustees Meeting following this Committee Meeting.

### **III. CoaH CS Renewal and Boston Consolidation**

#### **A. CoaH CS Renewal and Boston Consolidation Decision Update and Discussion**

Melisa Lemire, Committee Chair, next directed the attention of the Committee to the applications submitted to the Department of Elementary and Secondary Education (DESE) on behalf of the Board of Trustees to 1) renew the charter of City on a Hill Charter Public School Circuit Street (CoaH CS) and 2) consolidate the charters of CoaH CS and City on a Hill Charter Public School Dudley Square (CoaH DS).

Cara Stillings-Candal, Board Chair, confirmed that the Board of Elementary and Secondary Education (BESE) approved the recommendation of the Commissioner of Education to approve the consolidation request and renew CoaH CS on probation with conditions. As a condition, Stillings-Candal shared that the Board of Trustees must engage with a contractor to undergo training on Open Meeting Law (OML) and create an action plan for improved governance. The Committee discussed possible consultants within their professional networks, and possible dates for a training.

The Committee also affirmed the need for a summer Board Retreat, and resolved to reserve time in the agenda to address training and the action plan.

### **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 5:57 PM.

Respectfully Submitted,

Melisa Lemire