

APPROVED



City on a Hill Charter Public School

Minutes

March 2020 CEO Support Committee Meeting

Date and Time

Tuesday March 17, 2020 at 10:00 AM

Location

<https://zoom.us/j/691492983>

Committee Members Present

Cara Stillings-Candal (remote), Jacqueline Bennett (remote), Sarah Griffin (remote)

Committee Members Absent

Gary Morton, Jordan Lopez

Guests Present

Jackie Hayes (remote)

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 Mar 17, 2020 at 10:00 AM.

C. Approve January 2020 Committee Meeting Minutes

Jacqueline Bennett made a motion to approve the minutes from January 2020 CEO Support Committee Meeting on 01-21-20.

Cara Stillings-Candal seconded the motion.

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

II. CEO Contract Update Discussion

A. CEO Contract Discussion

The committee opened a discussion concerning the terms of CEO, Kevin Taylor's, contract extension. The existing contract was for three years. The committee discussed the proposed length of the contract and the need to extend the contract for an additional two years based on the number of changes underway at City on a Hill ("CoaH"). The committee discussed the need to have stability in leadership to help steward the organization through both the anticipated and unanticipated changes that are taking place at CoaH.

The committee discussed how, under the circumstances of CoaH's financial situation, that there would be no further compensation increases in this contract extension. At the same time, the committee discussed the importance of remaining competitive as an employer and other benefits that might be appropriate. The committee decided to offer additional parental leave and that the leave should be taken in accordance with CoaH's other parental leave policies.

The committee discussed a professional development budget for both conferences and a budget for a professional coach. The committee discussed a budget for this in the context of the typical cost for these items. The committee determined that this was a contract element that benefited both Mr. Taylor and CoaH.

The committee discussed Mr. Taylor having an additional three vacation days and the term under which the vacation could be used and rolled over from year-to-year.

The committee discussed the value of a potential performance bonus and the terms under which it would be awarded on timing. The committee felt that the performance criteria needed additional thought and that it would meet again in the next couple of weeks with Mr. Taylor present to discuss what the exact criteria for the bonus would look like, recognizing that they might change in future years based on the needs of the organization.

The committee agreed to continue to offer a signing bonus as in the previous contract, but at half the value compared to the first contract.

The committee discussed offering Mr. Taylor a severance option that was longer than his first contract. The committee discussed the instability at the schools over the last couple of years in executive leadership and how having stability was very important. The

committee discussed different approaches to severance, different lengths of severance, and different circumstances when it would be appropriate. The committee decided to offer longer severance options in exchange for longer notice from Mr. Taylor of any intention to leave his role prior to the end of the new contract term.

The committee agreed to have a contract drafted based on its discussion and offered to Mr. Taylor.

B. Vote to Approve Updated CEO Contract

Jacqueline Bennett made a motion to Approve the offer of a contract to Mr. Taylor based on the terms discussed in the meeting.

Sarah Griffin seconded the motion.

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

III. SY20 CEO Evaluation Timeline

A. SY20 CEO Evaluation Timeline

The committee agreed to table this discussion until the next meeting.

IV. Closing Items

A. Feedback

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 10:50 AM.

Respectfully Submitted,
Cara Stillings-Candal