

APPROVED



## City on a Hill Charter Public School

### Minutes

#### August 2020 Board Retreat

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#### **Date and Time**

Friday August 14, 2020 at 9:00 AM

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This meeting took place remotely pursuant to the March 12, 2020 Baker-Polito Administration announcement of an emergency order temporarily modifying the state's open meeting law.

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#### **Trustees Present**

Andres Tejeda Soto (remote), Cara Stillings-Candal (remote), Gary Morton (remote), Jack Gearan (remote), Jacqueline Bennett (remote), Jeff Jablow (remote), Karin Wall (remote), Melisa Lemire (remote), Sarah Griffin (remote), Ted Gildea (remote)

#### **Trustees Absent**

*None*

#### **Trustees who arrived after the meeting opened**

Sarah Griffin

#### **Trustees who left before the meeting adjourned**

Gary Morton, Jacqueline Bennett, Karin Wall, Sarah Griffin, Ted Gildea

#### **Ex Officio Members Present**

Kevin Taylor (remote)

#### **Non Voting Members Present**

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Kevin Taylor (remote)

**Guests Present**

Edelyn Contreras (remote), Jessica Yang (remote), Jordan Lopez (remote), Laura Edouard (remote), Marc Terry (remote), Sonya Pratt (remote)

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**I. Opening Items**

**A. Record Attendance**

**B. Call the Meeting to Order**

Cara Stillings-Candal called a meeting of the board of trustees of City on a Hill Charter Public School to order on Friday Aug 14, 2020 at 9:05 AM.

**C. Approve June 2020 Meeting #3 Minutes**

Andres Tejeda Soto made a motion to approve the minutes from June 2020 Board Meeting #3 on 06-30-20.

Jeff Jablow seconded the motion.

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

**Roll Call**

Karin Wall	Aye
Andres Tejeda Soto	Aye
Jacqueline Bennett	Aye
Melisa Lemire	Aye
Jack Gearan	Aye
Jeff Jablow	Aye
Gary Morton	Aye
Cara Stillings-Candal	Aye
Ted Gildea	Aye
Sarah Griffin	Aye

Gary Morton left.

**D. Vote to Approve City on a Hill Accountability Plan**

Jordan Pina, Chief of Staff, introduced the City on a Hill Accountability Plan and explained its use in holding schools accountable to results. She shared that the plan had been provisionally approved by the Department of Elementary and Secondary Education (DESE), and was similar to the City on a Hill Dudley Square Accountability Plan approved in June 2019, though had shifts to accommodate changes introduced by the COVID-19 Global Pandemic. Pina highlighted that these shifts included adding virtual options for Community Juries, administrator/teachers meetings with families, and community service days, as well as further defining teacher leadership opportunities.

Cara Stillings-Candal made a motion to approve the City on a Hill Charter Public School Accountability Plan.

Jeff Jablow seconded the motion.

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

**Roll Call**

Jack Gearan	Aye
Ted Gildea	Aye
Cara Stillings-Candal	Aye
Karin Wall	Aye
Sarah Griffin	Aye
Jacqueline Bennett	Aye
Jeff Jablow	Aye
Andres Tejeda Soto	Aye
Melisa Lemire	Aye
Gary Morton	Aye

**E. Vote to Approve SY21-23 Student Opportunities Act (SOA) Plan**

Jordan Pina, Chief of Staff, introduced the SY21-23 Student Opportunities Act (SOA) Plan as City on a Hill's submission to the Department of Elementary and Secondary Education (DESE) for SOA Funding. Pina shared the purpose of the plan as identifying subgroups of students who are not achieving at the same level of their peers, which City on a Hill identified as English Language Learners (ELLs) and Students with Disabilities, and institute programs to address the opportunity and achievement gaps. She shared that City on a Hill selected the DESE programs that address supporting teachers to implementing a high-quality, aligned curriculum and diversifying the workforce through recruitment and retention. Pina shared that metrics selected to measure progress of the plan will be created later in the fall when DESE releases accountability scores, which will be presented to the Board before final submission.

Cara Stillings-Candal made a motion to approve the School Year 2021 - 2023 Student Opportunities Act (SOA) Plan.

Ted Gildea seconded the motion.

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

**Roll Call**

Karin Wall	Aye
Melisa Lemire	Aye
Sarah Griffin	Aye
Gary Morton	Aye
Jacqueline Bennett	Aye
Jack Gearan	Aye
Andres Tejeda Soto	Aye
Cara Stillings-Candal	Aye
Ted Gildea	Aye
Jeff Jablow	Aye

**F.**

### **Vote to Elect SY2020-21 Board Officers**

Melisa Lemire, Governance Chair, directed the attention of the Board to the election of the school year 2020-2021 Board Officers. Lemire shared that the Governance Committee is recommending re-electing the current officers:

- Cara Stillings-Candal, Chair
- Jeff Jablow, Vice Chair
- Melisa Lemire, Clerk
- Andres Tejeda-Soto, Treasurer

Lemire also noted that Stillings-Candal would be ending her final term with the Board of Trustees in the spring and the Governance Committee would be seeking nominations for new leadership in anticipation of her departure. She encouraged anyone with interest to contact the Governance Committee.

Melisa Lemire made a motion to elect the school year 2020-2021 Board of Trustees Officers as nominated.

Cara Stillings-Candal seconded the motion.

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

#### **Roll Call**

Cara Stillings-Candal	Aye
Melisa Lemire	Aye
Andres Tejeda Soto	Aye
Jeff Jablow	Aye
Gary Morton	Aye
Jack Gearan	Aye
Ted Gildea	Aye
Karin Wall	Aye
Jacqueline Bennett	Aye
Sarah Griffin	Aye

## **II. SY2020-21 Overview and Welcome**

### **A. SY2020-21 Overview and Welcome**

Cara Stillings-Candal, Chair, and Kevin Taylor, Chief Executive Officer, welcomed Trustees and guests to the school year 2020-2021 Board of Trustees Retreat. Stillings-Candal noted two guests included potential Board members, Jessica Yang and Edelyn Contereras, and invited them to introduce themselves. Following their introduction, Taylor shared that plans for re-opening school for the upcoming year would be address in later sections, and that this section would focus on team building for the Board as we enter the new school year though answering the question, "What draws you to serving on a Board of a charter school with primarily students of color in 2020?" Trustees and guests each had the opportunity to share perspectives, including the urgency of needed change in our communities. Following the share-out, Taylor thanked Board members for their discussion.

Sarah Griffin left.

Jacqueline Bennett left.

Gary Morton left.

### **III. Board of Trustees Governance Training**

#### **A. Board of Trustees Governance Training**

Jordan Pina, Chief of Staff, introduced Marc Terry, Partner at Mirick, O'Connell, DeMallie, & Lougee, LLP. Pina shared that Terry would be presenting an overview of governance practices in compliance with Condition #6 of City on a Hill Charter Public School's probationary renewal. She also noted that the Board would review, approve, and submit a Governance Action Plan to address adequate oversight of the School to the Department of Elementary and Secondary Education (DESE) by September 30, 2020. Terry then presented an overview of the duty of care, duty of loyalty, compliance with the State Conflict of Interest Law, disclosure of financial interests, approval of new members by the State, and compliance with Open Meeting Law (OML). Following the presentation, Terry fielded questions from Board members which focused on disclosure of financial interests for members who also work in education in their full time roles at other organizations. Terry shared some of the determinations to make regarding financial disclosures, and offered additional support to individual members following the meeting.

Sarah Griffin arrived.

### **IV. SY2020-21 Planning Update**

#### **A. SY2020-21 Planning & COVID-19 Update**

Sonya Pratt, Chief School Officer, and Laura Edouard, Principal, then introduced themselves to new Board members and guests and directed the attention of the Board to the school year 2020-2021 Planning & COVID-19 Update. Pratt shared that she, Edouard, Taylor, and Pina held two Town Halls where parents and community members were invited to review the school's reopening plan, which included options for hybrid and fully remote learning, noting that a fully in-person model would not allow for social distancing due to the limited space in the School.

Pratt shared that students will return remotely through at least Indigenous Peoples' Day, when the School will review epidemiological data, guidances from the Department of Elementary and Secondary Education (DESE), and community feedback before deciding whether to begin hybrid learning or remain remote. Teachers and critical support staff will work from the School building in a socially distant manner. Board members probed on to the comfort of teachers with this model, and Pratt shared that the majority of teachers were hoping to have some kind of access to their classrooms, but that School Leadership and the Human Capital Team would work with individuals who live with, care for, or are part of vulnerable populations to address their needs.

Karin Wall left.

Ted Gildea left.

Cara Stillings-Candal made a motion to approve the school year 2020-2021 Reopening Plan and to direct management to submit the Plan to the Department of Elementary and Secondary Education (DESE).

Andres Tejeda Soto seconded the motion.

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

**Roll Call**

Andres Tejeda Soto	Aye
Jacqueline Bennett	Absent
Ted Gildea	Absent
Jeff Jablow	Aye
Jack Gearan	Aye
Cara Stillings-Candal	Aye
Melisa Lemire	Aye
Karin Wall	Absent
Sarah Griffin	Aye
Gary Morton	Absent

**V. 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 12:27 PM.

Respectfully Submitted,  
Cara Stillings-Candal