

APPROVED



## City on a Hill Charter Public School

### Minutes

#### May 2021 Board Meeting

---

#### **Date and Time**

Tuesday May 18, 2021 at 5:00 PM

---

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.

---

#### **Trustees Present**

Andres Tejada Soto (remote), Edelyn Contreras (remote), Gary Morton (remote), Jack Gearan (remote), Jacqueline Bennett (remote), Jessica Yang (remote)

#### **Trustees Absent**

Jeff Jablow, Melisa Lemire, Sarah Griffin, Ted Gildea

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

Kevin Taylor (remote)

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

Kevin Taylor (remote)

#### **Guests Present**

Beth Sears (remote), Jordan Lopez (remote), Maddie Collins (remote)

---

#### **I. Opening Items**

**A. Record Attendance**

**B. Call the Meeting to Order**

Andres Tejeda Soto called a meeting of the board of trustees of City on a Hill Charter Public School to order on Tuesday May 18, 2021 at 5:05 PM.

**C. Approve April 2021 Meeting Minutes**

Andres Tejeda Soto made a motion to approve the minutes from April 2021 Board Meeting on 04-06-21.

Jessica Yang seconded the motion.

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

**Roll Call**

Andres Tejeda Soto	Aye
Jacqueline Bennett	Aye
Sarah Griffin	Absent
Gary Morton	Aye
Jessica Yang	Aye
Jeff Jablow	Absent
Ted Gildea	Absent
Melisa Lemire	Absent
Jack Gearan	Aye
Edelyn Contreras	Aye

**II. Virtual Learning Update**

**A. Virtual Learning Update**

Due to timing, this section was not covered.

**III. Gala Debrief & Development Strategy Presentation**

**A. Gala Debrief & Development Strategy Presentation**

Due to timing, this section was not covered.

**IV. School Year 2021-2022 Budget Review**

**A. School Year 2021-2022 Budget Review**

Kevin T. Taylor, Chief Executive Officer, shared that the School Year 2021-22 Budget was reviewed in detail by the Finance Committee and voted on to recommend the approval of the budget to the full Board. Taylor then shared a summary of the School Year 2021-22 Budget with the Board.

Taylor walked the Board through the revenue portion of the budget, including but not limited to, state revenue, entitlement grants, and foundation grants. Beth Sears, Finance Manager, shared that state revenue numbers are based on a 3.9% increase from FY21 budgeted tuition for \$19,900 per pupil, while entitlement grants are based on the actual allocations from Fiscal Year 2021 with an 11% reduction year-over-year.

Taylor then highlighted each section of City on a Hill's School Year 2021-22 expenses, which include personnel, administrative, instructional, student and facilities expenses.

Sears directed the Board's attention to the fact that philanthropy is not built into the budget, as City on Hill is continuing to budget conservatively for next school year.

Members of the Finance Committee shared their confidence in the solvency of the budget based off their review in their May 2021 meeting. The Board discussed the recommendation of the Finance Committee and called for a vote.

## **B. Vote to Approve the School Year 2021-2022 Budget**

Andres Tejeda Soto made a motion to Vote to Approve the School Year 2021-2022 Budget.

Edelyn Contreras seconded the motion.

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

### **Roll Call**

Sarah Griffin	Absent
Ted Gildea	Absent
Edelyn Contreras	Aye
Jeff Jablow	Absent
Melisa Lemire	Absent
Gary Morton	Aye
Jacqueline Bennett	Aye
Jessica Yang	Aye
Andres Tejeda Soto	Aye
Jack Gearan	Aye

## **V. The CoaH Effect**

### **A. The CoaH Effect**

Taylor shared the purpose of the CoaH Effect, a snapshot of school data that can be read like a dashboard. It is created to allow for understanding of key measures at the school and steps the organization is taking to move forward towards school year goals.

Taylor walked through COAH Effect dashboard and provided explanation of the progress towards each goal, including additional context for goals that do not have data available currently such as the Massachusetts Comprehensive Assessment System data (MCAS),

which will be taken the week of May 24, and the student and staff climate survey data, which is being collected to share at the June 2021 Board Meeting.

The discussion concluded with the Board discussing staff retention and the hiring process for next school year. Taylor shared that 75% of staff are returning and the majority of staff who are not returning moving out of state, as well as shared that there is only one remaining teaching position for School Year 2021-2022 that has not yet been fully hired.

## **VI. Board Committee Update**

### **A. Development Committee Update**

Due to timing, this section was not covered.

### **B. Academic Excellence Committee Update**

Due to timing, this section was not covered.

### **C. CEO Support Committee**

Due to timing, this section was not covered.

### **D. Finance Committee Update**

Due to timing, this section was not covered.

### **E. Governance Committee Update**

Due to timing, this section was not covered.

## **VII. 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 5:30 PM.

Respectfully Submitted,  
Andres Tejeda Soto