

APPROVED



## City on a Hill Charter Public School

### Minutes

#### January 2021 Governance Committee Meeting

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##### **Date and Time**

Thursday January 7, 2021 at 4:30 PM

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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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##### **Committee Members Present**

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

##### **Committee Members Absent**

*None*

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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 Thursday Jan 7, 2021 at 4:40 PM.

##### **C. Approve October 2020 Meeting Minutes**

Melisa Lemire made a motion to approve the minutes from October 2020 Governance Committee Minutes October 2020 Governance Committee Meeting on 10-21-20.

Jeff Jablow seconded the motion.

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

## **II. Governance Committee Succession & Board Engagement Conversation**

### **A. Governance Committee Succession & Board Engagement Conversation**

Cara Stillings-Candal, Board Chair, shared takeaways from her conversations with Kevin Taylor, Chief Executive Officer, about management's suggestions for Governance Committee succession following the end of the current Chair and Vice Chair terms. The Committee discussed finalists for each position, all of who are current Board of Trustee members.

Next, the Committee discussed board engagement as it relates to the Chair transition and selection of new officers. The Committee decided that the Chair finalist will have a conversation with the Chief Executive Officer and the Governance Committee will touch base with all members to surface any concerns with the proposed Officer slate and hear feedback about the process.

## **III. Board Growth Conversation**

### **A. Board Growth Conversation**

Next, Lemire directed the attention of the Committee to Board Growth. Stillings-Candal shared that in her conversations with Chief Executive Officer, Kevin Taylor, they had discussed a goal of ending the current school year with thirteen trustees. The Committee did not have any current prospects in the pipeline, but resolved to explore previous partnerships, such as Latinos for Education Board Fellows, and reach out to School Leaders for additional suggestions, including those who could bring the parent perspective. Pina also suggested to reaching out to former City on a Hill Network leaders as possible additions to the Board.

## **IV. Charter Board Partner Discussion**

### **A. Charter Board Partner Discussion**

This section was not covered.

## **V. 2021 Board Retreat Agenda**

### **A. 2021 Board Retreat Agenda**

Finally, Lemire directed the attention of the Committee to the February 2021 Board Retreat Agenda. Pina shared the recommendations of management for the retreat, including a virtual learning update, an organizational dashboard update, a formal

introduction of the next Chair and Vice Chair, and vote on a new slate of Officers. The Committee discussed the suggestions and resolved to also use additional time to review by laws and Open Meeting Law requirements for newer members and the incoming Governance Committee, which will consist of Chair, Vice Chair, Clerk, and Treasurer.

## **VI. 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 5:15 PM.

Respectfully Submitted,  
Melisa Lemire