

APPROVED



City on a Hill Charter Public School

Minutes

October 2021 Executive Director Support Committee Meeting

Date and Time

Thursday October 21, 2021 at 1:00 PM

This meeting took place remotely pursuant to An Act Extending certain COVID-19 Measures Adopted During the State of Emergency signed into law by Governor Baker on June 16, 2021.

Committee Members Present

Jacqueline Bennett (remote), Melisa Lemire (remote)

Committee Members Absent

Sarah Griffin

Guests Present

Lina Levein (remote), Maddie Collins (remote), Michael McGean (remote), Sonya Pratt (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Jacqueline Bennett called a meeting of the Executive Director Support And Eval Committee of City on a Hill Charter Public School to order on Thursday Oct 21, 2021 at 1:07 PM.

C.

Approve June 2021 Meeting Minutes

Melisa Lemire made a motion to approve the minutes from June 2021 CEO Support Committee Meeting on 06-16-21.

Jacqueline Bennett seconded the motion.

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

Roll Call

Jacqueline Bennett Aye

Melisa Lemire Aye

Sarah Griffin Absent

II. School Year 2021-2022 Executive Director Goals Discussion

A. School Year 2021-22 Executive Director Goals Discussion

Sonya Pratt, Executive Director, presented her Executive Director goals for School Year 2021-2022. Pratt shared that these goals are in addition to goals from City on a Hill's Academic Action Plan and probationary conditions and her ED goals are closely aligned.

Pratt highlighted Executive Director goal number one, following through on next steps related to the City on a Hill charter probation, sharing that her two focus areas for this goal are enrollment, as City on a Hill's enrollment is below the budgeted number this school year, and academic achievement, both of which are conditions from CoaH's Academic Action Plan.

Pratt then shared context for goal number two, to ensure 85% (or more) of teachers engage in leadership opportunities during SY21-22, sharing that this goal will be tracked by surveying teachers and tracking the leadership opportunities staff engage in throughout the school year.

Pratt shared that because it is her first school year as an Executive Director, goals number three and five are high priority as she continues to engage in professional development around acting as City on a Hill's Charter leader. Pratt shared that while she has held several leadership positions at City on a Hill throughout the years, acting as the Charter leader for the school is a very different role than she has taken on. Pratt shared that the cohort that goal number five outlines is a one year program that provides specific support around her new role, with the extension of support throughout the next three years.

Lastly, Pratt shared goal number four, and clarified that this goal may require re-configuration of schedules and City on a Hill's enrollment plan. The Committee sought clarity around what Pratt meant by reconfiguration. Pratt shared that the schedule for School Year 2021-2022 was made based on a projected number of students, including how many teachers were needed and how large class sections were.

City on a Hill is currently below that projected number, and because of that, the Leadership Team is in the process of reconfiguring scheduling and staffing needs. The Leadership Team is set to meet for a full day in November to discuss these changes and engage in professional development.

The Committee asked for an update on hiring at City on a Hill. Pratt shared that there are around ten positions still open at CoaH.

The Committee sought clarity around goal number two and its purpose. Pratt shared that when creating this goal, she had school culture in mind and had to quantify it. This measure of 85% of teachers engaging in leadership positions is reflected in CoaH's accountability plan as well. Pratt shared that this goal was created as a way to retain teachers as well, as they are given more responsibility and leadership roles at City on a Hill.

The Committee asked which goals specifically academic achievement fell under. Pratt shared that goal number one is largely reflective of academic achievement, as City on a Hill's probationary conditions are related to academic achievement. Management shared with the Committee that academic measures, such as MCAS or another academic indicator, will be used in the final evaluation of Pratt later in the school year.

The Committee asked if union negotiations would be included at all in Pratt's goals for the school year. Pratt shared that negotiations for the school year have come to a close, and the Board will be voting to ratify the Union Bargaining Agreements at the October 2021 Board Meeting next week.

The Committee shared that they were comfortable measuring Pratt's performance as Executive Director with these proposed goals, and asked that the measures for each goal be included in the document. The discussion concluded with Pratt committing to add the measures, already defined, to the document and circulating it for the Committee's review once more.

III. 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 1:31 PM.

Respectfully Submitted,
Jacqueline Bennett