

APPROVED



City on a Hill Charter Public School

Minutes

September 2021 Governance Committee Meeting

Date and Time

Monday September 20, 2021 at 4:00 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.

Committee Members Present

Andres Tejada Soto (remote), Jeff Jablow (remote), Jessica Yang (remote), Melisa Lemire (remote)

Committee Members Absent

None

Guests Present

Maddie Collins (remote), Sonya Pratt (remote), Trippetta Simmons (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Jessica Yang called a meeting of the Governance Committee of City on a Hill Charter Public School to order on Monday Sep 20, 2021 at 4:06 PM.

C.

Approve July 2021 Meeting Minutes

Melisa Lemire made a motion to approve the minutes from July 2021 Governance Committee Meeting on 07-27-21.

Andres Tejeda Soto seconded the motion.

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

Roll Call

Andres Tejeda Soto	Aye
Jessica Yang	Aye
Jeff Jablow	Aye
Melisa Lemire	Aye

II. General Updates

A. General Updates

The Committee discussed updates around the process of onboarding new board candidates. The Committee shared that two new Board candidates have completed the process of an initial interview with a Governance Committee member, interview with City on a Hill's Executive Director and Chief of Staff, as well as shadowed a Board of Trustees meeting.

These two Board candidates are on the agenda to be voted onto the Board of Trustees at the September 2021 meeting.

III. SY22 Board Calendar & Committee Structure

A. SY22 Board Calendar and Committee Structure

Jessica Yang, Committee Chair, led the Committee in reviewing the SY22 Board Calendar and Committee Structure, which has already been distributed to the Board of Trustees. The Committee asked management if the meetings were already entered into the Board management system, Board on Track.

Management confirmed that all meetings have been entered into Board on Track and scheduled according to the SY22 Calendar, with one Committee meeting rescheduled due to a conflict.

The Committee then discussed the current Board of Trustees Committee structure and adjustments to be made when Board member's terms expire and if the two board candidates join the Board. The discussion concluded with the Committee sharing the background of each board candidate to determine an appropriate committee assignment.

IV. Compliance Update

A.

Compliance Update

This section of the agenda was not covered.

V. Board Growth & Engagement Conversation

A. Board Growth & Engagement Conversation

Jessica Yang, Committee Chair, led the Committee in a discussion of Board candidate recruitment in alignment with the Committee's goal of having 15 Board members. The Committee sought clarity about the public posting for City on a Hill Board members.

Sonya Pratt, Executive Director, shared that in meetings with other Charter partners, many charter peers agree that the best advertising strategy for new Board members is through leveraging current Board member's networks.

The Committee discussed publishing the City on a Hill Board member public posting to their own networks and emphasized the importance of recruiting City on a Hill parents and alumni to become Board members. Pratt shared that she will also publish the posting to City on a Hill's Parent Council and alumni network.

The Committee concluded discussion by setting the goal of recruiting two new Board members by December 2021.

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 4:25 PM.

Respectfully Submitted,
Jessica Yang