

APPROVED



## City on a Hill Charter Public School

### Minutes

#### June 2022 Governance Committee Meeting

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

Wednesday June 22, 2022 at 4:00 PM

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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.

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

Jessica Yang (remote), Melisa Lemire (remote), Ted Gildea (remote)

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

*None*

##### **Committee Members who arrived after the meeting opened**

Jessica Yang

##### **Guests Present**

Jordan Lopez (remote), Sonya Pratt (remote)

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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 Wednesday Jun 22, 2022 at 4:00 PM.

### **C. Approve May 2022 Meeting Minutes**

Melisa Lemire made a motion to approve the minutes from May 2022 May 2022 Governance Committee Meeting on 05-11-22.

Ted Gildea seconded the motion.

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

#### **Roll Call**

Jessica Yang Absent

Melisa Lemire Aye

Ted Gildea Aye

## **II. Executive Session**

### **A. Executive Session**

Melisa Lemire made a motion to enter Executive Session under purpose #5 of Open Meeting Law.

Ted Gildea seconded the motion.

The Committee will return to Open Session.

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

#### **Roll Call**

Ted Gildea Aye

Melisa Lemire Aye

Jessica Yang Absent

Executive Session began at 4:05PM.

Jessica Yang arrived.

Jessica Yang made a motion to exit Executive Session and return to Open Session.

Melisa Lemire seconded the motion.

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

#### **Roll Call**

Ted Gildea Aye

Melisa Lemire Aye

Jessica Yang Aye

The Committee returned to public Session at 4:32PM.

## **III. Leadership Transition**

### **A. Leadership Transition Finalization Discussion**

The Committee committee directed their attention to the ongoing transition of Board leadership, and Melisa Lemire, Board Chair, reminded the Committee and guests that Jessica Yang, Clerk, will soon be exiting the Board. The Committee discussed possible

candidates to be appointed Clerk based on the current composition of the Board, focusing on the need for someone who is organized and willing to take on a second committee. Lemire committed to reaching out to Board members to gauge interest.

#### **IV. Board Growth**

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

Jordan Pina, Chief of Staff, shared that following the posting of the Board of Trustees job description to the School's job board, there have been several candidates who have had initial conversations with management. Pina shared that in these screening calls, management was looking for alignment with School values, availability based on commitment, and match to the named skills gaps of the Board. She noted that there are two candidates who she would recommend to move forward to the next step of speaking with a Board member, and shared their background as educators.

The Committee asked if there were any candidates who are or have been CoaH parents, as the Board is also lacking that lens. Sonya Pratt, Executive Director, shared that there is a parent of a recently graduated senior who has been very active in Community Council who she will be approaching.

Lemire also shared that Gary Morton, Board member, will be resigning from the Board of Trustees and will be joining the City on a Hill Foundation Board. She noted that while strengthened connection between the School and Foundation was advantageous, it adds to the number of Trustees needed to be recruited. The Committee discussed additional networks that could be leveraged within the Board to get to the Board's goal for 13 members.

#### **V. SY23 Board Meeting Schedule and Logistics**

##### **A. SY23 Board Meeting Schedule and Logistics**

Pina shared that while management had created a proposed SY2022-23 Board calendar that aligned to reporting milestones and School timelines, it was based on the assumption that the current Executive Order suspending the in-person requirement of Open Meeting Law would either be suspended or codified into law given the benefits to accessibility. She noted, however, that at this time there has not been an update on the bill that is addressing this element of the Law, and that management recommends that the Board move forward with the expectation that meetings will need to take place physically in school year 2022-23.

The Committee asked for clarification on how remote participation will be handled moving forward. Pina confirmed that the School can still stream meetings via Zoom, but Board members who are not physically present will not count towards quorum for the meeting.

Pina shared that she will be reaching out to the Board following the June 2022 Board of Trustees Meeting to gauge availability.

## **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 5:02 PM.

Respectfully Submitted,  
Melisa Lemire

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## **Documents used during the meeting**

- Proposed SY23 Board Calendar - Board Calendar 2021-22.pdf