

APPROVED



City on a Hill Charter Public School

Minutes

October 2022 Governance Meeting

Date and Time

Tuesday October 25, 2022 at 4:30 PM

This meeting took place remotely pursuant to An Act Relative to Extending Certain State of Emergency Accommodations signed into law by Governor Baker on July 16, 2022.

Committee Members Present

Brooke Fincke (remote), Melisa Lemire (remote), Ted Gildea (remote)

Committee Members Absent

None

Guests Present

Michael McGean (remote), Sonya Pratt (remote)

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 Tuesday Oct 25, 2022 at 4:32 PM.

C.

Approve June 2022 Meeting Minutes

Melisa Lemire made a motion to approve the minutes from September 2022 Governance Meeting on 09-27-22.

Brooke Fincke seconded the motion.

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

Roll Call

Ted Gildea Aye

Melisa Lemire Aye

Brooke Fincke Aye

II. Compliance Update

A. Compliance Update

Melisa Lemire, Board Chair, invited Michael McGean, Director of Teacher Development & Compliance, to share a compliance update. Michael directed the Committee's attention to the school's current enrollment of 193 students. Michael shared the current breakdown of students by grade level: 42 9th graders, 63 10th graders, 49 11th graders, and 39 12th graders.

Sonya Pratt, Executive Director, shared context for the school enrollment noting the broader enrollment declines in Boston area charter schools. The Committee noted previous discussions about the enrollment with Sonya. Next, the Committee inquired about the trajectory of enrollment based on previous years. Sonya noted there were 12 students in the most recent lottery and that City on a Hill typically continues to receive student applications throughout the fall.

After, Michael provided the Committee an update on SIMS, SSDR and EPIMS. Michael noted SIMS will be ready for submission by the October 28th deadline. He also noted SSDR is up to date as there have been no suspensions or other reportable offenses. Finally, Michael shared that the work for the EPIMS submission, which is due on December 2nd, is already underway. The Committee thanked Michael for the compliance update.

III. Board Growth & Engagement Discussion

A. Board Growth & Engagement Discussion

Melissa initiated a discussion around board growth and engagement. Melissa noted there are two new Members to be voted on during the next full Board meeting with one additional potential Member under discussion. Melissa invited Sonya to share more about the new potential Board Member. Sonya noted the potential new Board Member will also be shadowing the meeting tonight. Sonya also noted the potential Board Member is a former student and is current working in real estate.

Next, Melissa initiated a discussion about the onboarding process for new Board Member. Melissa noted the importance of the onboarding process for ensuring that Board Members understand the importance of their work and their professional obligations.

Next, Sonya noted the importance of Board Member attendance to ensure that all Committees can consistently meet quorum. Finally, Melissa also noted the importance of legal and operations expertise for future potential Board Members.

IV. 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 5:00 PM.

Respectfully Submitted,
Melisa Lemire

Documents used during the meeting

- Organizational Goals Dashboard_Oct22.pdf