

APPROVED



## City on a Hill Charter Public School

### Minutes

#### April 2024 Board Meeting

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##### Date and Time

Tuesday April 23, 2024 at 5:00 PM

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##### Trustees Present

Andres Tejeda Soto (remote), Brooke Fincke (remote), Edelyn Contreras (remote), Gabriela (Gaby) DeLeon-Evora (remote), Kimberley Thai Small (remote), Melisa Lemire (remote)

##### Trustees Absent

Alekz Hirschmann, Danielle Carty, Jacqueline Bennett, Ted Gildea

##### Guests Present

Asha Ibrahim, Diana Landry (remote), Jordan Lopez (remote)

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#### I. Opening Items

##### A. Record Attendance

##### B. Call the Meeting to Order

Melisa Lemire called a meeting of the board of trustees of City on a Hill Charter Public School to order on Tuesday Apr 23, 2024 at 5:06 AM.

##### C. Approve March 2024 Meeting Minutes

Melisa Lemire made a motion to approve the minutes from March 2024 Board Meeting on 03-12-24.

Brooke Fincke seconded the motion.

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

**Roll Call**

Alekz Hirschmann	Absent
Danielle Carty	Absent
Edelyn Contreras	Aye
Andres Tejeda Soto	Aye
Kimberley Thai Small	Aye
Gabriela (Gaby) DeLeon-Evora	Aye
Melisa Lemire	Aye
Brooke Fincke	Aye
Jacqueline Bennett	Absent
Ted Gildea	Absent

## **II. Membership Discussion**

### **A. Vote to Renew the Term of Melisa Lemire as a Trustee**

Brooke Fincke made a motion to Renew the Term of Melisa Lemire as a Trustee.

Andres Tejeda Soto seconded the motion.

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

**Roll Call**

Ted Gildea	Absent
Jacqueline Bennett	Absent
Kimberley Thai Small	Aye
Melisa Lemire	Aye
Alekz Hirschmann	Absent
Andres Tejeda Soto	Aye
Danielle Carty	Absent
Gabriela (Gaby) DeLeon-Evora	Aye
Brooke Fincke	Aye
Edelyn Contreras	Aye

## **III. Organizational Updates**

### **A. General School Updates**

Melisa Lemire, Board Chair, directed the attention of the Board to the General School Updates. Jordan Pina, Chief Operating Officer, provided recent School Updates. Pina reported that current enrollment stands at 176 students, indicating stability despite a slight decline from its peak in February. Notably, Pina highlighted the successful organization of key Spring events such as the DC trip, Spring Dance, and Prom, with increased student involvement in their planning. Pina also mentioned ongoing progress in arranging Graduation ceremonies, scheduled for June at the Strand. She emphasized the importance of upcoming juries, providing an opportunity for community members to observe student presentations. Furthermore, Pina noted the development of a draft

Collective Bargaining Agreement with the majority of staff indicating committing for the upcoming Academic Year. Additionally, Pina noted a decrease in the frequency of meetings with the Department of Education, signaling positive advancements towards operational autonomy.

### **B. General Finance Updates**

Next, the Board turned their attention to the General Finance Updates. Pina displayed the School's Budget vs Actuals as of March 31, 2024, and noted that the School was on track for spending. Pina mentioned that the budget analysis revealed missed reimbursements and identified areas for expenditure adjustment. She emphasized the importance of avoiding budget surpluses, citing concerns from the past about excessive surplus levels. Pina noted plans to address any excess funds, including exploring additional student activities to allocate resources effectively

Additionally, Pina discussed the decision to transition away from Silicon Valley Bank due to challenges encountered during the closure process. She emphasized the transfer of assets to a different financial institution to bolster stability and mitigate risks associated with SVB. Overall, Pina affirmed the school's financial health, citing healthy cash flow and responsible management practices.

## **IV. Collective Bargaining Agreement Ratification Discussion and Vote**

### **A. Executive Session**

Lemire then announced that the Board would be entering Executive Session, citing purpose #3: To discuss strategy with respect to collective bargaining or litigation if an open meeting may have detrimental effect on the bargaining or litigating position of the public body and the chair so declares. Lemire confirmed that she believed public discussion of the topics might have a detrimental effect on the School's litigating position, noted that the Board intended to return to public session, and called for a motion to enter Executive Session.

Melisa Lemire made a motion to enter Executive Session.

Andres Tejeda Soto seconded the motion.

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

#### **Roll Call**

Alekz Hirschmann	Absent
Gabriela (Gaby) DeLeon-Evora	Aye
Melisa Lemire	Aye
Ted Gildea	Absent
Andres Tejeda Soto	Aye
Brooke Fincke	Aye
Edelyn Contreras	Aye
Jacqueline Bennett	Absent
Kimberley Thai Small	Aye

**Roll Call**

Danielle Canty	Absent
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**B. Vote on Ratification of the Collective Bargaining Agreement**

Melisa Lemire made a motion to Ratification of the Collective Bargaining Agreement on behalf of City on a Hill Charter Public School.

Brooke Fincke seconded the motion.

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

**Roll Call**

Melisa Lemire	Aye
Danielle Canty	Absent
Kimberley Thai Small	Aye
Brooke Fincke	Aye
Gabriela (Gaby) DeLeon-Evora	Aye
Edelyn Contreras	Aye
Ted Gildea	Absent
Andres Tejeda Soto	Aye
Alekz Hirschmann	Absent
Jacqueline Bennett	Absent

**V. Committee Updates**

**A. Governance Committee Updates**

Melisa Lemire noted Board growth is no longer a priority for the Committee. Instead, Lemire noted emphasis has been placed on current Board Members remaining committed until June 2025 and to celebrate the School's 30 years of service.

**B. Finance Committee Updates**

All updates had previously been covered during the meeting.

**C. Academic Excellence Committee Update**

Pina presented Academic Updates indicating a 5% rise in passing rates from Progress Reports to the End of Quarter 3, aligning with historical patterns. Notably, Special Education students demonstrate comparable performance to General Education peers. Comparative data analysis reveals positive trajectories in English and Math courses over recent years, though with fluctuations in subjects like US History and Spanish. Edouard highlighted substantial progress in Science courses, attributed to the diligent work of the Science team. However, adjustments in student assignment methods have impacted ELD

class performance, leading to a gradual decline due to the increasing English learner and newcomer population.

#### **D. Executive Director Support Committee**

Lemire noted the Executive Director Support Committee reviewed Sonya Pratt, Executive Director, goals for the 2023-2024 School Year. Lemire confirmed Pratt had successfully meet all four objectives outlined, including negotiating a successor agreement with the Boston Teachers Union, facilitating tailored Professional Development, devising a long-term staffing strategy for administrative roles, and finalizing a financial plan ensuring stability post-expiration of emergency relief funds. She noted discussions regarding Pratt's contract are ongoing, with further deliberations planned during the next meeting to address any outstanding matters for voting.

### **VI. Organizational Goals Dashboard**

#### **A. Organizational Goals Dashboard**

All updates had previously been covered during the meeting.

### **VII. 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 6:01 PM.

Respectfully Submitted,  
Melisa Lemire

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### **Documents used during the meeting**

- COAH\_P&L\_3.31.24.pdf
- COAH\_BS\_3.31.24.pdf
- CoaH-BTU Unit B MOA 24-25.pdf
- CoaH-BTU Unit A MOA 24-25.pdf
- CoaH Closure MOA.pdf
- CoaH Academic Q3 Data 2023-2024.pdf