

APPROVED



City on a Hill Charter Public School

Minutes

April 2024 Board Meeting

Date and Time

Tuesday April 23, 2024 at 5:00 PM

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 Canty, Jacqueline Bennett, Ted Gildea

Guests Present

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

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

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

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

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 to enter Executive Session.

Andres Tejeda Soto seconded the motion.

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

Roll Call

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

Roll Call

Brooke Fincke

Aye

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

Edelyn Contreras

Aye

Brooke Fincke

Aye

Danielle Canty

Absent

Kimberley Thai Small

Ave

Andres Tejeda Soto

Ave

Jacqueline Bennett

Absent

Gabriela (Gaby) DeLeon-Evora Aye

Ave

Ted Gildea

Absent

Alekz Hirschmann

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

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