

APPROVED



## City on a Hill Charter Public School

### Minutes

#### October 2023 Governance Committee Meeting

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##### Date and Time

Tuesday October 24, 2023 at 4:00 PM

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This meeting took place remotely pursuant to a supplemental budget bill which, among other things, extends the temporary provisions pertaining to the Open Meeting Law to March 31, 2025 signed into law by Governor Healey on March 29, 2023. The meeting was held via Zoom at <https://cityonahill-org.zoom.us/j/87237510633>.

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##### Committee Members Present

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

##### Committee Members Absent

None

##### Guests Present

Asha Ibrahim (remote), Sonya Pratt (remote)

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#### I. Opening Items

##### A. Record Attendance

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

Ted Gildea called a meeting of the Governance Committee of City on a Hill Charter Public School to order on Tuesday Oct 24, 2023 at 4:15 PM.

### **C. Approve September 2023 Meeting Minutes**

Brooke Fincke made a motion to approve the minutes from September 2023 Governance Meeting on 09-26-23.

Ted Gildea seconded the motion.

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

#### **Roll Call**

Melisa Lemire Abstain

Ted Gildea Aye

Brooke Fincke Aye

## **II. Compliance Update**

### **A. Compliance Update**

Ted Gildea, Board Vice Chair & Treasurer, directed the attention of the Committee to the Compliance Updates. Sonya Pratt, Executive Director, shared that City on a Hill is continuing meeting with the Department of Elementary and Secondary Education (DESE) bi-monthly and are finalizing the School's Action Plan. Pratt noted a Special Education Director was hired and they are working together in ensuring we are in compliance in our Special Education department specifically working on a placement case as well as an expulsion from last year. Pratt mentioned looking forward the charter application process will begin soon as well as a negotiation for the Union contract which is set to expire in June 2024. The committee inquired about the process of renewing the union contract. Pratt explained that she and Pina would again lead negotiations, and update the Board through Executive Session. She also noted the process went fairly smooth when last negotiated and that she is meeting with the Union Representatives monthly.

Gildea then asked to discuss a related topic that came up during the School's Finance Committee Meeting, and noted that Jordan Pina, Chief Operating Officer, shared that this would be her final school year with City on a Hill. Pratt agreed and relayed that she and Pina had spoken about the role, and felt like next steps would include splitting the role into two given it's wide ranging responsibilities. She noted that she believed those positions to be a Chief of Staff and a Senior Director of Operations, but that she and Pina would share more information following further research.

## **III. Board Growth & Engagement Discussion**

### **A. Board Growth & Engagement Discussion**

Next, Ted Gildea, Board Vice Chair & Treasurer, directed the attention of the Committee to the Board Growth and Engagement. Sonya Pratt, Executive Director, noted that there are two board member applications. Pratt shared the resumes with the Committee.

Brooke Fincke, Board Member, will reach out to the first applicant while Melisa Lemire, Board Chair, will follow up with the second applicant. The members of the Committee

discussed potential marketing efforts as well as potential additional candidates, providing updates on each's outreach attempts.

Gildea transitioned to speaking about Board engagement. Gildea, Fincke and Lemire discussed their plans to engage the current Board members keeping in mind the requirement of having an odd number on the Board.

#### **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,  
Ted Gildea

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

*None*