

APPROVED



## City on a Hill Charter Public School

### Minutes

#### May 2024 Executive Director Support Committee Meeting

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

Wednesday May 8, 2024 at 1:15 PM

##### **Location**

<https://cityonahill-org.zoom.us/j/87237510633>

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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/87833846749>.

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

Jacqueline Bennett (remote), Ted Gildea (remote)

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

Kimberley Thai Small, Melisa Lemire

##### **Guests Present**

Asha Ibrahim (remote), Jordan Lopez (remote), Nikia Davis (remote), Sonya Pratt (remote)

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#### **I. Opening Items**

##### **A. Record Attendance**

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

Jacqueline Bennett called a meeting of the Executive Director Support And Eval Committee of City on a Hill Charter Public School to order on Wednesday May 8, 2024 at 1:18 PM.

## II. Executive Director Contract Discussion

### A. Executive Director Contract Discussion

Jaqueline Bennett, Committee Chair, commenced discussions regarding Sonya Pratt's contract for the School Year 2025, building upon topics discussed in the prior Executive Director meeting. The Committee acknowledged her satisfactory performance in achieving her set goals for SY24. The Committee recommended that Sonya Pratt be granted the Executive Director bonus as outlined in her contract for School Year 2025, based on her satisfactory performance in achieving set goals for School Year 2024. The Committee discussed a salary increase, aligning with the findings of the Self-Reporting Charter School Study, which highlighted salaries of Executive Directors in Boston. Following discussions the Committee proposed a 10% salary increase. The Committee acknowledged the Executive Director is deemed eligible for the retention bonus set out for all staff on June 30, 2024, acknowledging her continued commitment and contribution to the school.

Sonya Pratt, Executive Director, stated due to pre-planned events she would need the month of July off. Pratt stated she has committed to developing an Out of Office plan before her leave commences. The Committee found this request suitable for the school's operations.

After thorough discussions within the Committee, Jacqueline Bennett moved to propose an amendment to the Executive Director's contract, outlining specific changes to be presented to the Board for consideration.

### B. Vote to Recommend to the Board

Ted Gildea made a motion to recommend an amendment to the Executive Directors contract to the Board.

Jacqueline Bennett seconded the motion.

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

#### Roll Call

Kimberley Thai Small	Absent
Jacqueline Bennett	Aye
Melisa Lemire	Absent
Ted Gildea	Aye

### III. 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 2:40 PM.

Respectfully Submitted,  
Jacqueline Bennett

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#### Documents used during the meeting

*None*