

APPROVED



## City on a Hill Charter Public School

### Minutes

#### April 2025 COAH Board of Trustees Meeting

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

Tuesday April 15, 2025 at 5:00 PM

##### **Location**

58 Circuit Street, Roxbury, MA 02119

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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.

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##### **Trustees Present**

Alekz Hirschmann (remote), Andres Tejeda Soto (remote), Danielle Canty (remote), Edelyn Contreras (remote), Gabriela (Gaby) DeLeon-Evora (remote), Melisa Lemire (remote)

##### **Trustees Absent**

Brooke Fincke, Jacqueline Bennett, Kimberley Thai Small, Ted Gildea

##### **Ex Officio Members Present**

Sonya Pratt (remote)

##### **Non Voting Members Present**

Sonya Pratt (remote)

##### **Guests Present**

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Asha Ibrahim (remote), Cynthia Marie (remote), Jordan Lopez (remote), Nikia Davis (remote)

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I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Andres Tejeda Soto made a motion to Call the meeting to order.

Alekz Hirschmann seconded the motion.

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

Roll Call

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

Melisa Lemire called a meeting of the board of trustees of City on a Hill Charter Public School to order on Tuesday Apr 15, 2025 at 5:10 PM.

C. Approve February 2025 Board Minutes

Alekz Hirschmann made a motion to approve the minutes from February 2025 COAH Board of Trustees Meeting on 02-11-25.

Andres Tejeda Soto seconded the motion.

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

Roll Call

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

II. School Updates

A.

## **General School Updates**

Melisa Lemire, Board Chair, directed the Board's attention to Executive Director Sonya Pratt for a school update. Pratt began by thanking the Board for its continued support as the school enters the final stretch of the academic year. She highlighted stable enrollment figures and noted that the school is experiencing its highest staff retention rate in recent years. She then announced a new partnership with a fellow charter school for junior students to apply to. In addition, she reported that preparations for prom, field day, graduation, and other end-of-year celebrations are moving forward and nearing completion. Pratt expressed satisfaction with the school's current progress and the positive momentum as the year concludes. She concluded by confirming that the school is on track for a smooth and successful year-end and thanked the Board again for its ongoing support throughout the process.

### **B. Enrollment Partnership Updates**

Pratt announced a new cohort charter school option for juniors to apply to: Roxbury Prep Charter School. She expressed her excitement about the partnership, explaining that the school closely aligns with City on a Hill in both structure and culture. Pratt further highlighted that several current City on a Hill students had previously attended Roxbury Prep, reinforcing the compatibility between the two institutions. She emphasized that Roxbury Prep offers a strong option for families wishing to remain within the charter school system, particularly as the school has amended its charter to accommodate City on a Hill seniors.

## **III. Finance Updates**

### **A. General Finance Updates**

Cynthia Marie, Central Source Manager, updated the board on the school's financial status, reviewing the School's Budget vs. Actuals as of March 30 and the balance sheet. She assured the Committee that the school remains financially stable, thanks to a conservative approach to budgeting.

Lopez then directed the board's attention to a motion for a vote to authorize herself and Executive Director Sonya Pratt to engage an independent auditor. The audit, to be conducted by Daniel Dennis CPA, will be a 14-month audit due to the school's closure and will ensure all necessary steps are completed in compliance with regulations.

### **B. Vote to Engage with Auditor**

Andres Tejeda Soto made a motion to engage with auditor for a 14 month audit. Alekz Hirschmann seconded the motion. The board **VOTED** to approve the motion.

#### **Roll Call**

Danielle Canty

Aye

#### **Roll Call**

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

### **IV. Board Committee Updates**

#### **A. Governance Committee Update**

Melisa Lemire, Board Chair, noted that the Governance Committee updates were included in the general school updates, and there are no additional updates at this time.

#### **B. Academic Excellence Committee Update**

The Academic Excellence Committee did not convene and will defer its discussion to the next scheduled meeting.

#### **C. Executive Director Support Committee**

Melisa Lemire, Board Chair, provided an update from the Executive Director Support Committee, stating that Executive Director Sonya Pratt is on track to achieve all of her goals. A discussion regarding the approval of her bonus will take place at the upcoming board meeting.

#### **D. Finance Committee Update**

The Finance Committee did not convene and will defer its discussion to the next scheduled meeting.

### **V. Organizational Goals Dashboard**

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

Sonya Pratt, Executive Director, presented a comprehensive overview of the organizational goals dashboard and provided an update on current enrollment, which currently stands at 70 students. She highlighted that, on average, 80% of students are successfully passing key subjects, including English Language Arts, Mathematics, and Science. Additionally, Pratt proudly shared that the senior class has achieved an impressive 85.5% graduation rate, a significant milestone that reflects the hard work and dedication of both students and staff.

Pratt further emphasized that the front office staff has been exceptionally well-prepared to manage the seamless transition of transcripts and student records, ensuring that all necessary processes are handled efficiently. She also reiterated her steadfast commitment to finalizing the sale of the building, expressing confidence that she will be able to provide an update on this important matter in the near future.

There were no additional questions or comments from the board at this time.

## VI. 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 5:49 PM.

Respectfully Submitted,

Melisa Lemire

Alekz Hirschmann made a motion to Adjourn meeting.

Andres Tejeda Soto seconded the motion.

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

#### Roll Call

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

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## Documents used during the meeting

- CoaH Organizational Goals Dashboard - April 15.pdf