

DRAFT



City on a Hill Charter Public School

Minutes

June 2025 COAH Board of Trustees Meeting

Date and Time

Tuesday June 10, 2025 at 12:00 PM

Location

<https://cityonahill-org.zoom.us/j/81315100800>

Trustees Present

Alekz Hirschmann (remote), Andres Tejada Soto (remote), Danielle Canty (remote), Edelyn Contreras (remote), Gabriela (Gaby) DeLeon-Evora (remote), Jacqueline Bennett (remote), Melisa Lemire (remote), Ted Gildea (remote)

Trustees Absent

Kimberley Thai Small

Ex Officio Members Present

Sonya Pratt (remote)

Non Voting Members Present

Sonya Pratt (remote)

Guests Present

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

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Danielle Canty made a motion to Call meeting to order.

Edelyn Contreras seconded the motion.

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

Roll Call

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

Ted Gildea called a meeting of the board of trustees of City on a Hill Charter Public School to order on Tuesday Jun 10, 2025 at 12:11 PM.

C. Approve April 2025 Meeting Minutes

Danielle Canty made a motion to approve the minutes from April 2025 COAH Board of Trustees Meeting on 04-15-25.

Alekz Hirschmann seconded the motion.

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

Roll Call

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

II. Organizational Updates

A. General School Updates

Sonya Pratt, Executive Director, directed the Board's attention to recent school updates.

She highlighted the success of last week's graduation ceremony, describing it as an exceptional and memorable event. Pratt also provided an update on the ongoing

collaboration with Roxbury Prep to provide the School's current junior cohort with a charter school option for their senior year.

Additionally, she informed the Board that staff members have begun the process of closing down their classrooms in preparation for the final day of school and the upcoming "Last Last Day of School event. Pratt concluded her report by noting that final administrative tasks required for state closure are being completed, and all activities are progressing according to schedule.

B. CoaH Closure Updates & Discussion

Pratt informed the Board that the school is currently awaiting approval for the asset disposition list. Once approval is received, the process of donating assets to a like-minded organization or charter school will begin. Pratt also reported that the sale of the school building is progressing as planned and is expected to be finalized in the near future.

Lopez provided the Board with an update on financial matters related to year-end closure. Lopez outlined the planned end-of-year payouts for staff, which include compensation for accrued vacation time, retention bonuses, and the school's final employer contributions to staff insurance plans. Lopez reminded the Board that the majority of these payouts were already approved in the Collective Bargaining Agreement (CBA) with the Boston Teachers Union (BTU), in employment agreements, or stipends approved under MOUs.

Ted Gildea, Board Vice Chair, commended the leadership team for exemplifying best practices in the responsible closure of a charter school. He acknowledged the team's efforts in concluding the school year with full student enrollment and maintaining financial stability, ensuring a positive and memorable experience for students throughout the final year.

Lemire expressed her agreement with Gildea's commendation of the leadership team. She emphasized that the staff who have dedicated themselves throughout the year are truly deserving of the bonuses being awarded, recognizing their perseverance and commitment in ensuring a thoughtful and well-executed school closure.

Gildea opened the floor for questions or discussion regarding the school closure and general updates. No questions or comments were raised by the Board at this time.

C. Vote to Accept Recommendation(s) of the Finance Committee

Melisa Lemire made a motion to accept recommendation of the Finance Committee to approve final payouts as presented.

Andres Tejeda Soto seconded the motion.

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

Roll Call

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

III. Executive Director Final Evaluation Discussion & Vote

A. Executive Director Support Committee Update

Jacqueline Bennett, ED Support Committee Chair, provides updates from the Executive Director Support Committee meeting noting that Pratt has met her goals for School Year 2024-25 and the Committee would like to recommend her full bonus.

Pratt chimed in briefly sharing her goals for the year. Her goals were operating within budget, keeping enrollment consistent (+50), stabilize hiring for teaching roles and full year retention, and create a legacy project to preserve the legacy of City on a Hill. **The Board had no additional questions.**

B. Vote to Approve SY2024-25 Executive Director Evaluation

Jacqueline Bennett made a motion to approve SY2024-25 Executive Director evaluation and Pratt's full bonus potential.

Edelyn Contreras seconded the motion.

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

Roll Call

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

IV. Executive Director Contract Extension Discussion

A. Executive Director Contract Extension Discussion

Lopez confirmed that while the payout for summer staff, including Pratt, was included in the previous presentation, Pratt's current employment contract ends on June 30, 2025. Lopez presented a second amendment that extends Pratt's pay but does not include additional bonuses or company-provided insurance benefits.

Jacqueline Bennett made a motion to approve the second amendment to extend the contract of Sonya Pratt, Executive Director, through September 2025 and delegate authority to Melisa Lemire, Chair, to execute the agreement.

Edelyn Contreras seconded the motion.

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

Roll Call

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

V. Closing Items

A. Adjourn Meeting

Melisa Lemire made a motion to Adjourn meeting.

Andres Tejeda Soto seconded the motion.

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

Roll Call

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 12:36 PM.

Respectfully Submitted,
Ted Gildea

Documents used during the meeting

- Final Payouts Presentation.pdf
- S. Pratt - Second Amendment to Employment Agreement - June 2025.pdf