



## City on a Hill Charter Public School

### Minutes

#### June 2025 Executive Director Support Committee Meeting

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

Wednesday June 4, 2025 at 12:00 PM

##### **Location**

<https://cityonahill-org.zoom.us/j/87833846749>

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

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

*None*

##### **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**

Melisa Lemire called a meeting of the Executive Director Support And Eval Committee of City on a Hill Charter Public School to order on Wednesday Jun 4, 2025 at 12:04 PM.

Ted Gildea made a motion to Call meeting to order.

Jacqueline Bennett seconded the motion.

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

**Roll Call**

Ted Gildea            Aye

Melisa Lemire        Aye

Jacqueline Bennett Aye

**C. Approve the May 2024 Meeting Minutes**

Ted Gildea made a motion to Approve May 2025 meeting minutes.

Jacqueline Bennett seconded the motion.

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

**Roll Call**

Ted Gildea            Aye

Jacqueline Bennett Aye

Melisa Lemire        Aye

**II. Executive Director Evaluation and Vote**

**A. Executive Director Evaluation**

Sonya Pratt, Executive Director, directed the committee's attention to her presentation, which outlined her goals for the year and demonstrated how each of those goals was achieved.

**Goal 1: City on a Hill Operates within our goal**

Pratt reported that the school successfully operated within its budget throughout school year 2024-2025 with no needs for adjustments to programming or staffing, and is currently projecting a surplus. Pratt confirmed that while surplus funds must be returned to the state, the City on a Hill Foundation will be providing scholarships to all members of the Class of 2025 who confirm attendance to a 2-year college, 4-year college/university, or trade program.

**Goal 2: Student enrollment remains consistent (+50)**

Pratt provided an update on the graduation ceremony held the previous evening, noting that all seniors—except for one—successfully graduated. She also shared that a partnership was established with Roxbury Prep to create a cohort for juniors, ensuring continued placement for students wishing to remain in a charter school setting. This year, the school maintained an enrollment of 75 students throughout the academic year. Pratt expressed her excitement and pride in the students for finishing the year strong despite the school's closure.

**Goal 3: Stabilize hiring for teaching roles and full year retention**

Pratt shares that the School remains fully staffed, with the exception having one staff member on leave, and believes that this will hold through the last day of school on June 18.

**Goal 4: Legacy Project- to preserve the legacy of City on a Hill.**

To conclude her presentation on annual goals, Pratt shared an update on the development of her legacy project. She announced that City on a Hill's "Last, Last Day of School" will take place on June 18th, with RSVP responses exceeding expectations. Pratt also highlighted the participation of several notable guest speakers who have played a significant role in the school's history. Additionally, the event will feature a commemorative video showcasing 30 impactful stories from the City on a Hill community.

Pratt invited the committee to ask any further questions or comments. Committee members expressed their gratitude to Pratt for her years of dedicated service and conveyed her enthusiasm for attending the upcoming event. The committee then confirmed that no members had any concerns relating to either Pratt's performance or bonus potential, and called for a motion to recommend a satisfactory performance evaluation and full payment of her bonus potential.

**B. Vote to Recommend to the Board**

Jacqueline Bennett made a motion to recommend a satisfactory Executive Director evaluation for Sonya Pratt and full payment of her bonus potential.

Melisa Lemire seconded the motion.

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

**Roll Call**

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|--------------------|-----|
| Ted Gildea         | Aye |
| Melisa Lemire      | Aye |
| Jacqueline Bennett | 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 12:29 PM.

Respectfully Submitted,  
Melisa Lemire

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**Documents used during the meeting**

- Copy of ED Support Presentation - SY24-25 (2).pdf