APPROVED

New Heights Charter School Board of Trustees

Minutes

August Board Meeting

Date and Time
Tuesday August 29, 2023 at 5:00 PM

Location
1105 W Chestnut St
Brockton, MA

OR

Zoom

New Heights Board of Trustees
August 29, 2023
Starting Time: 5:00pm
Location: 1105 W Chestnut Street
Brockton, MA 02301
Join Zoom Meeting

ZOOM Meeting:
Description:
https://us02web.zoom.us/j/8981912806?pwd=WHJ2dE1sTHNYVlVmNUsvTkxEaW1JZz09

Trustees Present
D. Sauvignon (remote), G. Bengen (remote), G. Phillips, J. Charnel (remote), M. Sullivan (remote), S. Jackson (remote), V. Marturano

Trustees Absent
N. Christ, S. Bernard

Ex Officio Members Present

O. Walker

Guests Present
B. Hancock (remote), J. Vega (remote), K. Kendrick, M. Fernandes, R. Bevis (remote), R. Lewis (remote), S. Graham (remote), T. Chin (remote), W. Libby (remote)

I. Opening Items

A. Call the Meeting to Order

M. Sullivan called a meeting of the board of trustees of New Heights Charter School Board of Trustees to order on Tuesday Aug 29, 2023 at 5:06 PM.

B. Approved Board Members List

C. Roll Call

D. Reading and Approval of Minutes

G. Bengen made a motion to approve the minutes from Board Retreat on 08-22-23.
V. Marturano seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Executive Director's Report

A. Enrollment/Lottery Report

- Lourdes presented the enrollment numbers
  - 736 students currently enrolled
  - 15 additional students are in the process of being registered, hoping to begin the year with 750 and have a healthy waitlist and application pool.

B. Early College Update

- 134 full time college students
  - 73 juniors
  - 61 seniors
- 30 classes being offered in the fall
- Projecting over 50% of students to graduate with Associate's in the fall

C. Staffing Update

- Will presented a staffing update: https://docs.google.com/presentation/d/1P3WeCO1idWk6VVNjmIls0n5eUO8BJQFkZvDxRmGhuk0/edit?usp=sharing

J. Charnel made a motion to accept report as presented.
G. Bengen seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Finance Committee

A. FY23 Year End Finances

B. FY24 Budget

- Projected budget for next year is within a couple thousand of a break even point
  - Increase in grant income of $176k, increase of $100 per student in facility fee from state
  - Decreased costs in personnel $76k due to hiring, administrative $90k due to purchasing tech in prior year, instructional costs $72k by reviewing software, facilities costs $70k by reviewing contract services
  - Vinnie - what does bottom line look like going into the new school year?
    - $13,969 currently
- Committee looked at setting goals, looking for input from the board on goals.

J. Charnel made a motion to accept committee report as presented.
G. Bengen seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Governance Committee

A. Updates

- There are three potential new board members that are in the process of being interviewed, will provide updates.
- Board calendar went out with an outline of meeting dates

B. Student Handbook

- Bryan Hancock presented handbook updates for the 2023-2024 school year

V. Marturano made a motion to approve student handbook and committee report.
D. Sauvignon seconded the motion.
The board **VOTED** unanimously to approve the motion.

C.

Executive Session to discuss personnel

G. Bengen made a motion to enter executive session to discuss contractual matter.
G. Phillips seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

V. Marturano	Aye
M. Sullivan	Aye
S. Bernard	Absent
G. Phillips	Aye
S. Jackson	Aye
N. Christ	Absent
G. Bengen	Aye
D. Sauvignon	Aye
J. Charnel	Aye

V. 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 5:30 PM.

Respectfully Submitted,
M. Sullivan

Documents used during the meeting

- June 2023 Finance Committee Report.pdf
- Working FINAL ScholarHandbook_23_24 [Bryan Hancock] (1) (1).pdf
- Dean Referral Table FY23 v FY24.pdf
- BOARD 2023-24 Scholar Handbook Presentation .pdf