APPROVED

New Heights Charter School Board of Trustees

Minutes

Board Meeting

Date and Time
Tuesday June 24, 2025 at 5:00 PM

Location
Zoom Link

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

ZOOM Meeting:
Description:
Zoom

Trustees Present
G. Bengen (remote), G. Phillips, M. Mollo, S. Bernard, W. Lyttle

Trustees Absent
J. Charnel, J. Radzevich, N. Christ, S. Jackson, V. Marturano

Ex Officio Members Present
O. Walker (remote)

Guests Present

J. Geier, K. Kendrick (remote), M. Fernandes, N. Jones (remote)

I. Opening Items

A. Call the Meeting to Order

G. Phillips called a meeting of the board of trustees of New Heights Charter School Board of Trustees to order on Tuesday Jun 24, 2025 at 5:20 PM.

B. Approved Board Members List

C. Roll Call

D. Reading and Approval of Minutes

W. Lyttle made a motion to approve the minutes from May 2025 Board Meeting on 05-27-25.
S. Bernard seconded the motion.
The board **VOTED** to approve the motion.

II. New Business

A. Charter Renewal Document

M. Mollo made a motion to Approve Charter Renewal with Minor Revisions.
W. Lyttle seconded the motion.
Dr. Geier provided an overview of the Charter Renewal and thanked the Board members for their comments prior to the meeting, which included minor revisions. The renewal awaits final accountability updates pending an end-of-year survey and minor revisions before submission to DESE.
The board **VOTED** to approve the motion.

B. Annual Report

W. Lyttle made a motion to Approve the Annual Report.
S. Bernard seconded the motion.
Dr. Geier provided an overview of the Annual Report and thanked the Board members for their comments prior to the meeting, which included minor revisions. The Annual Report awaits final accountability updates pending an end-of-year survey and minor revisions before submission to DESE.
The board **VOTED** to approve the motion.

C. SOA Report

W. Lyttle made a motion to Approve the Amended SOA.
M. Mollo seconded the motion.

Dr. Geier provided an overview of the changes made since the original vote on the SOA in the fall of 2024. The amended, DESE-approved, SOA focuses on improving ELL 9th grade passing rates and pathway participation.
The board **VOTED** to approve the motion.

III. Finance Committee Meeting

A. 2024 Summer Vacation Buyback Policy

S. Bernard made a motion to Approve Vacation BuyBack Policy.
W. Lyttle seconded the motion.
Mr. Walker explained the need to reimburse staff for unused vacation time. The Board agreed unanimously that staff work hard and are unable, on occasion, to take much needed vacation due to pressing needs at the school. The total cost for this is estimated at $84,000.
The board **VOTED** to approve the motion.

B. 2025 Vacation Summer Vacation Buyback Policy

C. YTD Finances (May)

W. Lyttle made a motion to Approve YTD finance report for May.
S. Bernard seconded the motion.
YTD finances were presented by Bill Lyttle (in the Treasurer's absence).
The board **VOTED** to approve the motion.

IV. Governance Committee

A. Succession Plans

W. Lyttle made a motion to approve success plans and three Board term extensions.
S. Bernard seconded the motion.
The Board discussed the two succession plans (one for the Executive Director and one for Board leadership) in addition to the need for three additional Board Member term extensions.
Graham Bengen agreed to a three-year extension
Judge Gregory Phillips agreed to a three-year extension
Jeff Charnel agreed to a three-year extension
In addition, the Board raised discussion around attendance and the need to ensure Board members attend all meetings, in-person preferably.
The board **VOTED** to approve the motion.

B. ED's FY 24-25 Evaluation

W. Lyttle made a motion to Approve the Executive Director's FY'25 Evaluation.
S. Bernard seconded the motion.

The Board approved the evaluation without discussion due to the fact that it is a repeat of the model used last year with much success. Dr. Geier shared that following the meeting she would send the evaluation tool to Mr. Walker's direct reports in addition to all members of the Board.
The board **VOTED** to approve the motion.

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 6:06 PM.

Respectfully Submitted,
J. Geier