

APPROVED



## Veritas Preparatory Charter School

### Minutes

#### Board Meeting

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**Date and Time**

Friday December 22, 2017 at 8:15 AM

**Location**

Veritas Prep Charter School 1st Floor Conference Room or Dial-In Number: 866-848-2216,  
Conference Code: 7783935205

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**Trustees Present**

C. Alves, D. Ford, D. Fuller, D. Janes (remote), L. Doherty, M. Landon, M. Sweet, R. Sela, T. Moran

**Trustees Absent**

A. Mendelson, G. Moody, J. Crowell, T. Gabinetti

**Guests Present**

A. Martin, R. Kaplan, R. Romano

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**I. Opening Items****A. Record Attendance and Guests**

Dale Janes was remote due to geographic location.

**B. Call the Meeting to Order**

M. Sweet called a meeting of the board of trustees of Veritas Preparatory Charter School to order on Friday Dec 22, 2017 at 8:13 AM.

### **C. Approve Minutes**

L. Doherty made a motion to approve December 4th meeting minutes Board Meeting on 12-04-17.

M. Landon seconded the motion.

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

## **II. School Leader Report**

### **A. E.D. Report**

The RFP for Holyoke was submitted and was accepted. R Romano described the process moving forward. She provided that Planning has commenced and the details are being worked on. She explained that outreach has begun to start relationships in Holyoke.

Trustees asked questions regarding expectations in Holyoke and fundraising efforts.

R Romano concluded with details with her meeting with SGP.

### **B. Principal Report**

M Sweet led in with an intro for Emily Baecher. Intro of the Board as well.

Emily shared changes at the school and testing results. Dean transition; new Dean has accepted an offer and will start in the middle of January.

Questions were asked why year 15-16 was difficult and 16-17 was so good  
E Baecher emphasized staffing improvements.

Coaching, what does the mean? Coach staff and check ins to help with staff personal goals. Accountability.

What are parents motivation to enroll VPCS?

Parents have heard good things about the school. We provide a calm, safe environment and lastly academics. My kid need something... and is looking for the school to help. Some come to us because we are better option than what else is available.

E Baecher discussed the double blocks of Math and the tutoring available. 2 teachers in the classroom. Consistency. Ratio of students to teachers.

We use Magnet System to build up students. This something that is new and drives achievement. Redemption is built in. Student can be demoted but has a chance to redeem him or herself

### **III. Committee Reports**

#### **A. Finance Committee**

Lisa Doherty went over the FY 18 goals

2 goals - 1.capital planning and 2. development (fundraising infrastructure)

HVAC first project then the roof will be coming after.

There is money that has been designated for the HVAC project.

November Financials are on track. So far, it is looking like its going to be a break even year.

Financial results are enrollment driven.

New tax law with charitable giving was discussed.

T Moran explained that if an account is established by the end of 2017 it still can be tax deductible, can be set up to be a long-term giving plan.

#### **B. Governance Committee**

D Fuller reported

The committee met earlier in December to discuss FY goals.

Governance goals have Tom setting up a survey to see what areas need improvement so the results can be used for long term goals.

Further discussion of Board recruiting in March.

#### **C. Academic Committee**

R Sela discussed one of the goals of Academic Committee is to look at data consistently.

This month is honing in on one of in on ELL and Special Ed data. She explained that growth data is important to identify the gaps.

A. Martin arrived.

#### IV. Executive Director Evaluation

##### A. Executive Director Evaluation

Rachel left for this portion of this meeting.

Dale Janes & Mike Sweet worked on RR's Annual evaluation. They met with Rachel this week and reviewed accomplishments and goals for 2018. They also reviewed Rachel's self-evaluation and Board evaluations for all Trustees.

Goals include;

- School 1 - Continue to get better
- Improvements on culture - suspension rates and ELL and Special Education
- Teacher and staff retention
- School 2 - fundraising and launching

The Board discussed remarkable accomplishments during the last year, including:

1. Charter renewal without conditions
2. Acquisition of school building
3. Reduction in suspensions
4. Clean financial audit
5. MCAS results
6. Successful staff changes and retention

Compensation

Motion made by Mike Sweet to pay Rachel Romano the Performance Bonus of \$5,000.00 Net after withholdings. Motion seconded by Lisa Doherty and all trustees voted unanimously to approve this motion by roll call vote.

#### V. Closing Items

##### A. Adjourn Meeting

M. Sweet made a motion to adjourn the meeting.

R. Sela seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:53 AM.

Respectfully Submitted,

R. Sela