

APPROVED



# Veritas Preparatory Charter School

## Minutes

### Governance Committee Meeting

Zoom Meeting

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#### Date and Time

Thursday October 13, 2022 at 12:00 PM

#### Location

[Join Zoom Meeting](#)

ID: 85152375662

Passcode: 370079



[\(US\) +1 669-900-6833](#)

Passcode: 370079

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#### Committee Members Present

A. Mendelson (remote), D. Fuller (remote), R. Romano (remote), X. Delobato (remote)

#### Committee Members Absent

T. Moran

#### Guests Present

N. Gauthier (remote)

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#### I. Opening Items

A.

## **Record Attendance and Guests**

### **B. Call the Meeting to Order**

D. Fuller called a meeting of the Governance Committee of Veritas Preparatory Charter School to order on Thursday Oct 13, 2022 at 12:10 PM.

### **C. Approve Minutes**

A. Mendelson made a motion to approve the minutes from Governance Committee Meeting on 07-14-22.

X. Delobato seconded the motion.

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

### **D. Approve Minutes**

A. Mendelson made a motion to approve the minutes from Governance Committee Meeting on 08-11-22.

X. Delobato seconded the motion.

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

## **II. Governance**

### **A. Establish Goals for 2022-23**

#### **Review FY 2022 goals:**

1. Governance will improve the new trustee onboarding process through the creation of an onboarding template which is presented by E.D. and/or Chair which links or direct to documents in Board on Track –order of priority with timeline.

- The idea here was to identify key resources for new trustees to become familiar with.

This should remain a goal moving forward as we have not fully accomplished it to date.

- David asks if we have anything like a dossier for a new trustee to review?

- Rachel says we used to have a binder back in the day but now we can use Board on Track to house those important documents and then place them in order of importance.

- Nikki will create a Google doc that is easily sharable as well as create a folder on Board on Track for onboarding purposes after the committee determines what documents should be included and their order of importance.

- Put on the agenda for November's meeting.

2. Governance will oversee the development of a new accountability plan for the third charter which incorporates high expectations for high school performance.

- We successfully completed this goal.

**Goals for FY 2023 (thoughts and suggestions to be reviewed and finalized at November's meeting):**

1.) Increase engagement with potential trustees as well as continue to promote Veritas within the community.

- Explore new pipelines like the College and Career Advisory Board (CCAB)

2.) Fundraising?

- We need to think about what Friends of Veritas' role is moving forward.

Aaron mentions, although he's not sure if it fall under governance, about talking to students and families related to recruitment and coming to Veritas.

Rachel says that management is working on this and we have a robust plan around recruitment that we will be sharing with the Board in the near future. Where governance can help with this is more related to charter school accountability and ensuring that we are meeting the recruitment goals that we set for ourselves in that accountability plan. We want governance to be the home of charter school accountability and supporting the trustees in their development related to that (training, knowledge, execution of charter school accountability). Potential goal could be to re-introduce the Board to charter school accountability.

3.) Deepen the Board's knowledge related to effective charter school governance and identify a vision for VPCS governance. (Charter School Accountability education piece)

- Review common criteria for charter school performance (where are we? where can we improve?)
- Accountability process
- Execution of our accountability plan

4.) Skills based survey for trustees (Xiomara)

- Board on Track has an assessment like this we may be able to use

Aaron would like to hear more about the experience Xiomara has had on the other Board she is a member of and why they implemented a skills based survey.

Xiomara explains that this organization wanted to identify the diverse skills that existed on their Board so they could leverage those skills in ways that would benefit the organization (i.e. finance, fundraising, etc. )

## **B. Trustee Obligations**

Nikki reviews trustee obligations and responsibilities and shares a spreadsheet where Trustees can stay up to date with the fulfillment of these responsibilities. We will share this spreadsheet at the next Board meeting as well as incorporate it into our annual meeting in June.

## **III. Trustee Nomination**

### **A.**

## **Resume Review**

Aaron introduced Rachel to Dr. Michael A. Freeman who is the Chief of Staff at Westfield State University. We are asking governance committee to nominate him to the Board for a trustee appointment.

Xiomara, knowing and working with Dr. Freeman, thinks he would be a great addition to the Board and a strong way to make connections to local universities for our early college program.

The committee agrees to nominate him at the October Board meeting.

D. Fuller made a motion to nominate Dr. Michael A. Freeman for position of trustee at the October 27, 2022 Board meeting.

X. Delobato seconded the motion.

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

## **B. Alternate Committee Proposal**

Rachel would like to propose that Michael sits on our newly established College and Career Advisory Board (CCAB) as opposed to our three traditional trustee committees based on his previous experience and knowledge as well as his desire to dig into the early college work. We hope the CCAB can also serve as a potential trustee pipeline in the future.

We do say in our bylaws that all trustees will serve on a committee outside of the Board meetings themselves.

## **C. Onboarding Plan**

We will discuss this more next month.

## **IV. 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 1:03 PM.

Respectfully Submitted,  
D. Fuller

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## **Documents used during the meeting**

- Trustee Obligations Spreadsheet.xlsx

- Michael Freeman, Ph.D. Resume.doc