APPROVED

Veritas Preparatory Charter School

Minutes

Board of Trustees Meeting

In Person

Date and Time
Thursday October 23, 2025 at 4:30 PM

Location
In Person at the High School: 225 Carando Drive Springfield, MA 01104

One tap mobile +13126266799,,87944697628#

Dial by your location
+1 929 205 6099 US (New York)

Meeting ID: 879 4469 7628
Passcode: 912934

Find your local number: https://vpcs-org.zoom.us/u/k8aG053ZG

Trustees Present
A. Errichetti, A. Martínez (remote), D. Ford, D. Fuller, M. Freeman, M. Landon, R. Leonard, R. Martin (remote), R. Sela (remote)

Trustees Absent
A. Hickson-Martin, L. Doherty, X. Delobato

Non Voting Members Present

A. Mendelson

Guests Present
N. Gauthier, R. Romano

I. Opening Items

A. Call the Meeting to Order

M. Landon called a meeting of the board of trustees of Veritas Preparatory Charter School to order on Thursday Oct 23, 2025 at 4:29 PM.

B. Approve minutes

R. Leonard made a motion to approve the minutes from Board of Trustees Meeting on 09-24-25.
M. Freeman seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Board Chair Report

A. Board Chair Updates

Matt emphasized the importance of achieving 100 percent board giving participation as a way to strengthen the organization’s grant applications. He noted that the focus is on participation at any level rather than on specific amounts. This collective giving demonstrates the board’s commitment and engagement, which is an important factor when applying for funding opportunities.

Rachel shared that the annual Harvest Festival is scheduled for the following evening. The event will feature a haunted house and trunk-or-treat activities and is considered one of the school’s signature community events. She noted that the festival also serves as an excellent opportunity for prospective families to experience the school’s culture and the high school environment firsthand.

Matt provided an update on the board member engagement initiative, sharing that Katrina is conducting individual meetings with all board members to collaborate, exchange ideas, and gather feedback in an open and informal setting without direct asks. He encouraged any board members who have not yet met with Katrina to schedule their conversations soon, noting that these discussions have led to meaningful insights and positive outcomes for the organization.

III. CEO Evaluation

A. CEO Evaluation

D. Ford made a motion to accept the CEO evaluation and recommended compensation as presented.
A. Errichetti seconded the motion.
Robbie presented an overview of the comprehensive CEO evaluation process, which achieved nearly full participation from both board members and staff. The process included Rachel's self-assessment, followed by anonymous surveys completed by all participants. Robbie utilized AI technology to compile the survey feedback into a comprehensive CEO memo that included an executive summary, analysis of core competencies, and recommendations for improvement. The report incorporated detailed analysis of both ratings and qualitative feedback, resulting in actionable goals and performance metrics. Overall, the results showed strong alignment among evaluators, reflecting consistent perspectives on leadership performance and organizational progress.

The officers group then shared their recommendation for CEO compensation for the 2025–26 school year. They proposed a 3 percent salary increase, bringing Rachel's base compensation to $186,000, with the potential to earn up to $200,000 through a performance-based bonus. The recommendation was informed by data from the Massachusetts Charter Public School Compensation Survey, segmented by role, geography, and school size, ensuring her compensation remains competitive within the upper range for similar schools.
The board **VOTED** to approve the motion.

Roll Call

L. Doherty	Absent
D. Ford	Aye
R. Sela	Aye
A. Hickson-Martin	Absent
X. Delobato	Absent
M. Freeman	Aye
A. Martínez	Aye
D. Fuller	Aye
M. Landon	Aye
R. Martin	Aye
A. Errichetti	Aye
R. Leonard	Aye

IV. CEO Report

A. School Updates – Principals' Reports

TJ Hebert, Middle School Principal, provided an update on academic and operational performance at the middle school. He reported notable improvements in attendance, with daily student attendance reaching 95.6 percent—an increase of 2.5 percent from last year. Chronic absenteeism dropped to 16.6 percent, which is 2 percent lower than the

prior year and 9 percent lower than two years ago. Staff attendance also improved significantly, averaging 96 percent compared to 93.5 percent last year.

Enrollment at the middle school exceeded targets, with eight more students than projected. Fifth grade began the year fully enrolled and with a waitlist for the first time since before the COVID pandemic. There are active waitlists for grades five through seven, while eighth grade is the only grade level currently showing vacancies. Staffing remains strong, and one teacher departure earlier in the year was effectively managed through internal restructuring.

TJ also shared updates on academic intervention and enrichment programming. The school implemented a comprehensive intervention block in which all students participate simultaneously, either receiving targeted academic support or engaging in enrichment activities such as robotics. Robotics and other elective options were introduced for the first time this year to expand opportunities for high-achieving students. Early results show that 58 percent of fifth-grade students in reading intervention successfully tested out in the first quarter—an outcome that exceeded expectations and prompted adjustments to ensure continued challenge and growth for these students.

Steve Mahoney, High School Principal, presented an update on academic progress, student readiness, and school culture. He introduced a new College Readiness Assessment (CRA) process designed to determine which students are prepared to enroll in early college courses. The assessment uses three key metrics: 95 percent attendance, a 3.0 GPA, and successful completion of an essay. Steve noted that the 95 percent attendance requirement has been the most challenging, as some academically strong students fall just below the threshold. To ensure fairness, an appeals process will be available for students who do not meet all three criteria but demonstrate readiness in other ways.

He also discussed the use of weekly academic assessment data to guide instructional improvement. The leadership team is using this data to identify highly effective classrooms where teachers can observe best practices and collaborate, while also pinpointing areas in need of additional support. Amy’s return to instructional leadership has strengthened the team’s ability to maintain focus on student outcomes and the consistent analysis of achievement data.
Steve provided an overview of the Early College Program structure, explaining that students who meet the readiness criteria can enroll in companion courses co-taught by college professors and Veritas teachers. This model allows for additional academic support and skills development while maintaining accountability, as grades from these courses appear on both college and high school transcripts. The transparency of this model gives colleges deeper insight into students’ work habits and persistence.

In the area of college counseling and application support, the high school continues to partner with OneGoal to provide structured college exploration and application guidance

through dedicated class periods. Steve shared that a senior student was recently named a finalist for the competitive QuestBridge scholarship program, which offers full funding and a strong support network at partner colleges and universities.

The school also introduced new recognition and incentive initiatives through the Veritas Ambassador program. Students who maintain 95 percent attendance and consistently demonstrate the Habits of Success will earn ambassador status. These students receive privileges such as dedicated bathroom access, monthly breakfasts, free admission to school events, and opportunities to represent Veritas at community and legislative functions.

Athletics and extracurricular offerings continue to expand, with new programs such as an indoor soccer team serving many English language learners from Central America and the Caribbean. Club options have also been broadened, and the school plans to hold quarterly academic and athletic recognition events rather than one large event at the end of the year.

Steve concluded by addressing ongoing culture and discipline challenges. He acknowledged that some students continue to express frustration with administration and discipline policies. He noted that these cultural issues may surface in upcoming surveys as residual effects from previous years but expressed optimism that ongoing consistency and engagement will lead to steady improvement over time.

V. Academic Achievement Committee

A. Academic Achievement Committee Report

Rebecca provided the Academic Achievement Committee report, summarizing the committee's recent discussions and priorities. The committee has focused on maintaining and monitoring highly qualified teacher status, implementing the use of weekly assessment data to inform instruction, and ensuring that the executive leadership team conducts regular instructional walkthroughs. These efforts are designed to strengthen instructional quality and support continuous improvement across grade levels. Rebecca noted that these metrics will play an important role in preparation for the upcoming charter renewal process and the site visit scheduled for the fall of next year.

VI. Finance Committee

A. Finance Committee Report

Denise reported that the organization's financial position remains strong, with stable liquidity and no current need to access the line of credit. However, she cautioned that a potential federal government shutdown could temporarily affect Title I funding, which might necessitate short-term use of the credit line to cover salary payments. Overall,

expenses remain well-controlled, and the finance team continues to monitor the federal funding situation closely.

The committee also discussed banking and cash management strategies. The finance team has been exploring options to address FDIC insurance limitations for deposits exceeding $250,000 by considering the use of Vanguard money market funds for excess cash. This approach would allow the organization to maintain liquidity while earning higher returns on funds not immediately needed for operations. Any interest income generated through this strategy would be designated for special projects.

VII. Next Steps

A. Next Steps

- The board will hold an extended three-hour meeting on December 18th to conduct deeper analysis of academic data and strategic planning topics raised during this session.
- Rachel will meet with Matt to present the approved CEO evaluation and compensation package, while the finance team will bring a formal proposal for the money market investment strategy to the December meeting.
- The school will continue monitoring federal funding situations and their potential impact on cash flow requirements

VIII. 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 6:16 PM.

Respectfully Submitted,
M. Landon

Documents used during the meeting

- Rachel_Romano_CEO_Evaluation_FY24-25_evaluation Final.pdf
- Rachel Romano FY 24-25 Evaluation and Compensation.pdf
- Highly Qualified Teacher Status SY25 - 2025.pdf
- WIRA Quiz Dashboard 25-26 - WIRA ELA.pdf
- WIRA Quiz Dashboard 25-26 - WIRA Math.pdf
- Instructional Walkthrough Report - High School Q1.pdf
- Financial Reports to the Board October.pdf

- QB Statement of Cash Flow October.pdf
- Veritas Performance Monitor October 2025.pdf
- factsheet-us-en-bil.pdf
- sp11.pdf