

# Minutes

## Prospect Hill Academy Charter School

### Board Meeting

Thursday Jul 17, 2014 @ 7:00 PM at 54 Essex, Cambridge

#### Board Members Present

A. Steinert, K. Balan, K. Belcher, L. Robinson, P. Blackborow, P. Parvizi, S. Istock, S. Kabawat

#### Board Members Absent

E. Davidson, J. Lander, J. Roberts, N. Spiro, S. Goldstein, T. Reavis, V. Patel

#### Guests Present

V. Ellis

### I. Opening Items

#### Call the Meeting to Order

K. Belcher called a meeting of the board of trustees of Prospect Hill Academy Charter School to order on Thursday Jul 17, 2014 @ 7:11 PM at 54 Essex, Cambridge.

#### Approve Minutes

P. Parvizi made a motion to approve minutes from the Board Meeting on 06-05-14.

A. Steinert seconded the motion.

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

### II. Co-Chair Report

#### Co-Chair Report

Co-Chairs did not have anything to report.

### III. Head of School Report

#### Head of School Summer Priorities

The Head of School reported on the status of his return from sabbatical, providing updates on the following: - Consulting re: Leasership models - Human Capital Director candidates - 2014-15 Leadership "restart" & reporting - US Math - MCAS .vs PARCC.

#### 2013-2014 Annual Report Draft review

The Head of School asked Board members to vote to approve the draft 2013-2014 Annual Report for submission to the DESE with the caveat that minor additions/changes would be communicated to Board members in advance.

#### 2013-2014 Annual Report approval

P. Parvizi made a motion to move that the board approve the 2013-14 Annual Report provided that all members receive an annotated version indicating amendments.

S. Istock seconded the motion.

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

#### 2014-2015 Board Meeting Calendar

Board members agreed to continue holding Board/Committee meetings on Thursdays in 2014-2015; pairing of committee's with related objectives and/or members will also continue.

### IV. Academic Affairs

#### Committee Update

The committee has not met since the June 5, 2014 Board meeting.

## V. Development

### **Committee Update**

The chair provided a briefing regarding the following: 1. Gala: planning for next year and 2. Changes to Foundation Board and Development Committee.

## VI. Family Engagement

### **Committee Update**

One co-chair reported that, in the absence of the other co-chair, another Board member will serve as Family Engagement Committee co-chair for 2014-15.

### **August Family Engagement Session**

The Director of Family Engagement and School Culture invited all Board members to attend the Aug. 14, 2014 3rd annual Family Leadership Summit.

## VII. Finance

### **Committee Update**

The committee has not met since the June 5, 2014 Board meeting.

## VIII. Governance

### **Committee Update**

The committee has not met since the June 5, 2014 Board meeting.

## IX. Human Resources

### **Committee Update**

The committee has not met since the June 5, 2014 Board meeting.

## X. Other Business

### **Board structure to support what school identifies as it's priorities**

The Co-chairs proposed that each committee identify goals for 2014-2015 that focus only on the support two goals: 1. Instructional Quality and 2. School Culture (via restorative practices) to support Instructional Quality.

## XI. Closing Items

### **Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 08:15 pm.

Respectfully Submitted,  
K. Belcher