



Prospect Hill Academy Charter School

Minutes

Board Meeting

Date and Time

Thursday May 11, 2017 at 7:00 PM

Location

54 Essex, Learning Commons

Trustees Present

A. Steinert, J. Kushner, J. Vogel, K. Belcher, M. Brewster, M. Saunders, S. Istock

Trustees Absent

J. Roberts, K. Balan, L. Goff, S. Goldstein, S. Haraguchi, T. Reavis

Guests Present

A. Bresler, C. Burnett, E. Stellman, M. O'Donnell, S. Ferguson

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

J. Kushner called a meeting of the board of trustees of Prospect Hill Academy Charter School to order on Thursday May 11, 2017 @ 7:02 PM at 54 Essex, Learning Commons.

C. Approve Minutes

J. Kushner made a motion to approve minutes from the Rescheduled Meeting (original date: 3/15/17) on 03-23-17.

S. Istock seconded the motion.

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

II. Head of School Report

A. Head of School Report

The Head of School asked all present whether there were any questions/ comments regarding the Head of School report, which was distributed prior to this meeting for review. There were no questions.

The Upper School Principal provided board members with an overview of changes/improvements to the campus' Restorative Justice practices, most notably the elimination of in-school suspensions and the multi-layered one day suspension model.

III. Academic Affairs

A. Committee Report

The Chief Academic Officer reported on reactions from PHA families to the new Y@PHA program, which will replace PHA's OST program. Families were advised of program cost differences, schedule and OST staff will be given the opportunity to be hired by the YMCA for the program.

B. Vote on 2017-2018 Academic Year Calendar

J. Kushner made a motion to approve 2017-18 calendar.

S. Istock seconded the motion.

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

IV. Development

A. Committee Report

The committee chair reported on the success of the Gala, reviewed the fundraising dashboard, and reminded all of upcoming THRIVE fundraiser and house party.

Board members asked clarifying questions regarding the fundraising dashboard; the chair outlined changes in foundation and grant funding in relation to PHA's programs and indicated that projections for 2018-21 will be revised.

Additionally, Board members were told to expect a report on multiple grant application results, which will be announced in June.

The chair was asked and agreed to add a column for fundraising revenue forecasts to future dashboards.

V. Family Engagement

A. Committee Report

This committee has not met since the previous board meeting.

VI. Finance

A. Committee Report

The chair committee reviewed the latest investment estimates from Wells Fargo (WF); WF has been asked to be more transparent in future reporting.

VII. Governance

A. Committee Report

The interim chair reported on plans to engage the Center for Collaborative Education (CCE) to do focus groups with all stakeholder groups as soon as possible; groups will include board members, students, parents/guardians, administrators and faculty. Resulting recommendations will be reviewed and discussed in the coming months.

B. Vote on Prospective Board Candidates K. Daniels and T. Waye

The Governance committee recommended that board vote to approve both Ms. Daniels and Mr. Waye as new trustees.

J. Kushner made a motion to vote to approve K. Daniels and T. Waye as new Board members.

M. Saunders seconded the motion.

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

C. Votes for July 6, 2017 Board Meeting

Board members were informed of votes expected to be taken at the July 13, 2017 board meeting, which will be hosted at the home of trustee S. Istock.:

- FY17 Annual Report
- Substance Abuse Policy

VIII. Human Resources

A. Committee Report

The Human Capital Director reported on hiring for FY18, most notably that of a principal for the Upper Elementary Campus, David Brown. Mr. Brown's transition will begin in June.

Board members were also given an overview of hiring as compared to previous years, hiring related to stabilizing the world language department and the rate of diversity among new hires (currently 50%).

Board members asked whether changes to the compensation model. The Human Capital Director responded that she believes the compensation changes and efforts by the Chief Academic Officer to increase academic supports for faculty have both resulted in fewer resignations and declined offers.

IX. New Business

A. New Business

none

X. Closing Items

A. Adjourn Meeting

J. Kushner made a motion to adjourn the meeting.

J. Vogel 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 8:30 PM.

Respectfully Submitted,

J. Kushner