

**Hyde Leadership Charter School
Trustees Meeting
November 25, 2013
Minutes**

Trustees Present: Wilder Baker
Herb Fixler
Dennis Mehiel
Deborah Dumont
Herb Kaplan
Jeanette Melendez
David Sachs

Trustees Absent: David Steadly

Also present: Betsy Olney, Head of School
Mike McNamara, Chief Operating Officer
Staci Seeley, Development Director
Craig Mills, Development Director Candidate
Debbie Russo, Guest

With a quorum present the meeting began at 6:02 PM, Mr. Fixler presiding.

1. October 28, 2013 meeting minutes

A motion was made and the Board unanimously approved the minutes from the October 28, 2013 meeting.

2. Head of School Report

Ms. Olney reported on first quarter teacher assessments and informed the Board that changes were coming to ELA instruction. As presented, the lessons were going by too quickly for students to absorb them so teachers will slow down the sequence. She reported that the Academic Dean for the Middle School was on board and the medical-leave replacement Academic Dean for the Upper Elementary School was also on board. Hyde's High School Progress Report was a "B" and there was 10% improvement in K-8 on its Progress Report—both good news but not where we want to be. 522 teacher observations were completed in the quarter.

3. Finance Committee

Mr. McNamara reported on financial operations for October and the year-to-date. He informed the Board that a full-year projection showed that Hyde would perform favorably to the budget adopted in June 2013. There was some discussion of how or whether to invest the surplus in priority areas, like Information Technology.

4. Development

The primary focus between now and year-end is following up on the Annual Appeal letters that went out in November. Board members were encouraged to follow up with phone calls soliciting donations. Ms. Seeley reported on upcoming events—December 5 Young Professionals Committee meeting and a January 10 Alumni/Volunteer event focused on helping Hyde graduates transfer school skills to the workplace.

Mr. Kaplan reported on a successful Hunts Point business leaders' lunch held at the High School. Eight businesspeople attended and the networking benefits should pay off in the future.

Ms. Olney reported that the Hunts Point Alliance for Children (HPAC) was meeting with the Robin Hood Foundation on December 11.

There was discussion following up on the Harvard Community Partners brainstorming session. The Harvard group recommended a strategic plan be developed for Board development and work should be done clarifying the Hyde Bronx "brand". It was suggested that Wilder Baker and Susan Marber could do some work on this.

5. Facilities Committee

There was no formal report. Mr. McNamara raised overcrowding in the Bryant Avenue building as an issue that should be pursued. He reported on an effort through HPAC to inform DOE of the inequitable allocation of space within the building which was inconclusive. Ms. Olney agreed to work through the school's Building Council to keep focus on the issue.

Mr. Fixler asked for an update on Information Technology. Mr. McNamara provided commentary on IT at Hyde over the last several years and the current situation. He described three projects that were undertaken since Hyde's new Managed Services Provider, Custom Computer Specialists, came on board in September. Two of the projects—file replication between Hyde's two buildings and stabilizing the issuance of IP addresses to users—had run into difficulties that were very frustrating to staff and in McNamara's opinion could have been managed better by Custom. A third project, data backup, was implemented successfully and without incident. He reported on discussions among David Sachs, Deborah Dumont and himself on IT issues. Mr. Sachs arranged a meeting with IT staff at New Canaan Country School, a comparably-sized independent school. He and McNamara were planning to visit the school and identify some best practices. McNamara also described the need for an IT Director or Manager and said the questions of whether this should be a full- or part-time position and a Hyde or contracted resource were still to be determined.

6. Human Resources Committee

Ms. Dumont reported there were no HR items to report but mentioned she is involved in Strategic Budgeting discussions with Ms. Olney, Mr. McNamara and Ms. Seeley.

7. Hyde Foundation Report

There was no representative from the Foundation at the meeting. Mr. Fixler reported that the agreement between the school and the Foundation was near completion and it would be an Agenda item for the December meeting.

8. Other Business

The December Board meeting was rescheduled for Monday December 16. It will be held at the offices of Cozen O'Connor. The Board Annual Retreat will take place on January 25 at Wilder Baker's home.

9. Public Comments

Ms. Russo thanked the Board for allowing her to observe the meeting. Mr. Mills reported his eagerness to start working at Hyde and with all the Trustees.

10. Executive Session

At 7:58 the Board voted to enter Executive Session to discuss personnel matters. The Executive Session ended at 9:02 and the Board voted to adjourn at that time.

Minutes prepared by Michael McNamara