

**Hyde Leadership Charter School
Trustees Meeting
June 23, 2014
830 Hunts Point Ave, Bronx NY
Minutes**

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

Trustees Absent: Herb Kaplan
 David Sachs

Also present: Elizabeth Olney, Head of School
 Craig Mills, Director of Development
 Michael McNamara, Chief Operating Officer
 Tom Sturtevant, Executive Director
 Joanne Goubourn, Hyde Foundation
 Robert Kramer, Board nominee
 James Ford, Ford & Associates

With a quorum present the meeting began at 6:03 PM, Mr. Fixler presiding.

1. June 2, 2014 meeting minutes

A motion was made, seconded and unanimously approved by the Trustees present to approve the minutes from the June 2, 2014 meeting.

2. Nominating Committee

Mr. Fixler asked Robert Kramer to leave the meeting so that the Trustees could discuss his Board candidacy. After discussion, a motion was made, seconded and unanimously approved by the Trustees present to approve Mr. Kramer's appointment to Hyde's Board of Trustees.

3. Charter Update

Mr. Fixler introduced James Ford, whose firm Ford & Associates, is assisting Hyde leadership in preparing its charter renewal application. Via Skype, Ford's colleagues Jamie Prijatel and Jason Sarsfield, were also present. Ford introduced his colleagues and summarized the roles the three of them would take in drafting Hyde's renewal application. Ford described the process and timeline for preparing the application and answered Trustee questions.

Ms. Olney described changes to the annual Progress Report just released by the Department of Education. She informed the Trustees that letter grades would no longer be given, there would be increased focus on absolute academic performance and less emphasis on annual yearly progress, and that DOE would provide greater weighting to the environmental survey and schools' community involvement than it has in the past.

4. Development Discussion

Mr. Mehiel reported on a meeting held June 18 where the Development Committee reviewed the Foundation, Individual and Event components of the FY15 plan, which is currently being finalized. He informed the Trustees that the Committee is meeting monthly, reviewing and updating the full Development plan in detail and will be presenting action steps to the full Board at its regular meetings. One key FY15 goal is to have Mr. Mills work collaboratively with individual board members supporting their efforts, providing tools to meet the fundraising plan.

Mr. Fixler asked Mills to send Kramer the list of Foundation contacts.

Mr. Mehiel spoke about engaging a public relations firm. Objectives would be to crystallize the school's identity and use that consistently in fundraising, marketing and public relations efforts. Mr. Sturtevant spoke of the need for a clear identity for the school, centered on the community it serves. Mehiel asked where we could find PR firms that could be interested in helping with this effort. Mr. Baker said there are firms out there—has reached out already to the organization we used last year for the graduation PR effort—and others. Mr. Baker will take the lead in identifying PR organizations qualified to do the work.

Mr. Mills reported on fundraising to-date. He stated that there were contributions coming in June to add \$15,000 additional funds prior to the end of the fiscal year. He thanked the Board for their contributions this year.

Mehiel will organize a subcommittee of the Development Committee will meet to refine the plan for targeting Foundations.

Mills talked about the success of a fundraiser held in early June. He reported on the status of the Supporters' Event scheduled for June 25.

5. Head of School Report

Ms. Olney summarized major efforts from FY13-14 that support our charter goals:

- a. Curriculum: tough, but effective implementation of the Common Core for K-8;
- b. Increased teacher observations to support classroom instruction. Academic leadership averaged six observations per quarter for all teachers. 70% of teachers surveyed thought the process was valuable;
- c. Greater use of data to affect classroom instruction. Very consistent in K-8 through collaboration with Achievement Network.
- d. School Culture. Clear rubric established, made great progress in K-8. Additional work needed to fully actualize this in the high school.

Ms. Dumont asked what the culture components are. Olney described the key observable elements.

Olney reported Hyde is expecting a 90% graduation rate for high school senior class. Regents scores will be available by the end of this week.

Mr. Fixler asked Mr. Sturtevant his impressions as he nears the time he takes over fully from Ms. Olney. He reaffirmed his support for the strategic direction that has already been established and envisions carrying that on in large measure.

6. Finance Committee

Mr. McNamara presented results for the one and ten months ended May 31. He reported on the expected performance for the fiscal year and anticipated the school would be in compliance with its lease covenants.

7. Human Resources Committee

Ms. Dumont reported meetings with Olney and Sturtevant about educational and HR issues. DOE's revised pay scale for teachers was recently released. This will have competitive implications for Hyde going forward.

8. Facilities Committee

No report.

9. Education Committee

No report.

10. Hyde Foundation

Ms. Goubourn delivered a donation from students at Hyde's Maine and Connecticut boarding schools which was gratefully acknowledged by the Trustees. She reported that the Hyde Foundation is continuing to look at its staffing and hopes to report at our July meeting on personnel changes.

11. Public Comments

None.

12. Other Business

None

13. Adjournment

There being no further business, the meeting was adjourned at 8:07 pm.

Minutes prepared by Michael McNamara