

**Hyde Leadership Charter School
Trustees Meeting
November 23, 2015
830 Hunts Point Avenue Bronx NY 10474
Minutes**

Trustees Present: Herb Fixler
Wilder Baker
Herb Kaplan
David Steadly
Deborah Dumont
Maureen Singer

Trustees Absent: Oz Hanley
Dennis Mehiel
Jeanette Melendez
Rob Kramer

Also present: Thomas Sturtevant, Executive Director
Michael McNamara, Chief Operating Officer
Joanne Goubourn, Hyde Foundation
Josh Williams, Manager of Development
Elizabeth Hittenmark, Director of Family Services
Hyde Parent Representatives
Cecilia Dougherty, Young Professionals Committee

With a quorum present the meeting began at 6:11 PM, Mr. Fixler presiding.

1. October 26, 2015 meeting minutes

A motion was made, seconded and unanimously approved by the Trustees present to approve the minutes from the October 26, 2015 Board meeting.

2. Executive Director's Report

Mr. Sturtevant discussed three non-material revisions to its charter: 1) an update to the Employee Handbook; 2) an update to the Parent/Student Handbook and 3) a change to the Lottery Preference to allow staff children to have 1st preference for open enrollment slots. Siblings of current students would have second preference; families from District 8 would have third position in the lottery and any New York City resident families would have the final lottery preference position.

A motion was made, seconded and unanimously approved by the Trustees present to approve the three non-material charter revisions.

For the Spanish speaking parents in attendance, Ms. Hittenmark translated the proceedings of the meeting to Spanish.

Sturtevant provided a brief update on initiatives related to the Strategic Plan, most importantly, on student-driven learning. Elementary School students continue to work on the 100-book challenge to encourage at-school and at-home reading. School leadership have developed a common core standards tracking system to focus lesson plans and re-teaching on the learning achieved on the individual standards. To focus further on making ELA gains, students are reading and writing in all classes, including music, performing arts, science and athletics.

The High School Fall Family Day took place on Saturday November 21. Parent council meetings were held in conjunction with monthly Parent Discovery Nights in the Elementary School and Middle School and as part of Family Day for High School parents.

3. Board of Trustees Retreat

Hyde's Board of Trustees retreat will take place on Saturday January 9, 2016. The venue has not yet been determined.

4. Development Committee

Mr. Williams presented year-to-date fundraising results by month and category. Hyde and Watson agreed to a \$15,000 donation and the William E. Simon foundation confirmed a \$10,000 donation. He reported that although Foundation cultivation activities will continue, he does not expect significant additional funding from foundations in FY16. A parent asked if fundraisers from parent activities were included in the fundraising totals and Mr. Williams said they were and asked for ideas to celebrate the parent activities.

A meeting with the Cummings Foundation went well. Hyde had asked for two \$25,000 grants. The Foundation responded favorably and we are hopeful of a meaningful donation, up to the full \$50,000 ask. Mr. Fixler pointed out that the Foundation representatives asked about Board donations and emphasized how donations from all Board members is seen as an important metric Foundations look for.

The Development Committee is recommending a Block party to commemorate the school's 10-year anniversary. It is tentatively scheduled for Saturday June 11, 2016.

5. Finance Committee

Mr. McNamara reported that the school was on track to exceed its budget for the year but has financial challenges as it looks forward to FY17. He informed the Board that cash expenses are exceeding cash revenues by less than \$15,000 per month which is good performance given the decrease in allowable enrollments with little opportunity to offset the lost revenue with staffing reductions.

6. Human Resources

Ms. Dumont reported on meetings she is having with Mr. Sturtevant on the Strategic Plan and Mr. Sturtevant's FY16 goals. She proposed an Executive Session at the December Board

meeting to discuss his goals. She is continuing discussion with Mr. Sturtevant on strategies for student-centered thinking.

7. Marketing/Advertising/Public Relations Committee

No report.

8. Facilities Committee

No report.

9. Education Committee

See. Human Resources Committee report above.

10. Government Relations

No report.

11. Hyde Foundation

Ms. Goubourne is working with the High School staff to re-engage Hyde parent alumni in school affairs. The Foundation also continues to work with the Middle School leadership on Discovery Group planning.

12. Other Business

Mr. Fixler made a plea for the Trustees to do everything they can to make the year-end fundraising appeal successful.

13. Public Comments

Mr. Fixler invited the parents present to speak. Ms. Josephine Carrera opened her remarks by saying how she has been a parent for 8 years and has been pleased overall with her experiences with the school. She asked Ms. Hittenmark to read a letter from many parents from the K-8 school expressing concerns with teacher turnover and school culture. Mr. Fixler responded by thanking the parents for bringing their concerns to the Board. He assured them that teacher retention was a major concern of the Trustees and school leadership and received regular attention. Discussion continued about dissatisfaction with the cost and customer service from a new school uniform program the school instituted in the summer of 2015.

Mr. Sturtevant offered to use a December 10 parent event for a follow up meeting with parents about their concerns.

14. Adjournment

There being no further business, the meeting was adjourned at 7:55 pm.

Minutes prepared by Michael McNamara