

**Hyde-Bronx Trustee Meeting Minutes**  
**Hyde Leadership Charter School**  
**Trustees Meeting**  
**May 23, 2016**  
**830 Hunts Point Avenue Bronx NY 10474**  
**Minutes**

Trustees Present:     Herb Fixler  
                              Herb Kaplan  
                              Oz Hanley  
                              Dennis Mehiel  
                              Maureen Singer  
                              Wilder Baker  
                              Jeanette Melendez  
                              David Steadly

Trustees Absent:     Deborah Dumont

Also present:         Thomas Sturtevant, Executive Director  
                              Mike McNamara, Chief Operating Officer  
                              Josh Williams, Director of Development and Communications  
                              Joanne Goubourn, Executive Director, Hyde Foundation  
                              Michelle Lopez, Charter School Business Management  
                              Richard Romanoff, Guest  
                              Amir Asadi, Guest

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

**1. April 18, 2016 meeting minutes**

A motion was made, seconded, and unanimously approved by the Trustees present to approve the minutes from the April 18, 2016 Board meeting.

**2. Nominating Committee**

While Mr. Romanoff was asked to wait outside of the meeting, the Board discussed Mr. Romanoff's candidacy for Board membership. A motion was made, seconded, and unanimously approved by the Trustees to approve Mr. Richard Romanoff for Board membership, effective May 23, 2016. Mr. Romanoff returned to the meeting and was warmly welcomed by his fellow Board Trustees.

### **3. Executive Director's Report**

Mr. Sturtevant summarized a number of Hyde-Bronx stories reflecting a character-based culture that is alive and well at the school. These included a middle school team that is working with a Hyde-Bronx student and family to reflect on hurtful comments made toward others, Hyde-Bronx high school students who have collaborated with City Councilmember Rafael Salamanca to improve safety in the neighborhood, and a Hyde-Bronx 1<sup>st</sup> grade teacher who is working with students to strengthen their growth mindsets.

Mr. Sturtevant reported that under the leadership of Ms. Elizabeth Hittenmark and the Hyde-Bronx parent council, uniforms will now be available for purchase at storefronts in the area, rather than just online. This meaningful change was initiated based on parent feedback earlier this school year.

Mr. Sturtevant indicated that the Elementary School Director search is nearing its final stages. Three finalists were brought to the school for a thorough interview, and one finalist is being considered for hire. An offer will likely be made by May 27, 2016 following final reference checks.

Ms. Singer questioned whether there was a contingency plan in the event that the finalist decided not to accept Hyde-Bronx's offer. Mr. Sturtevant replied that additional internal and external candidates are currently being cultivated, and that a viable candidate will be selected by year end.

Mr. Hanley asked if additional resources were needed for recruitment. Mr. Sturtevant replied that the school's current budget is more than adequate for securing a top-tier school leader.

Mr. Sturtevant reported on faculty retention and indicated that 74 of the 79 teachers asked to return to Hyde-Bronx in 2016-2017 have currently accepted their offer letters, a marked improvement from prior years. Mr. Sturtevant attributes the retention success to the school's leadership and ongoing efforts to improve retention, including longevity bonuses for teachers with 5 or more years of service to the school, a staff-led Faculty Retention Committee working in collaboration with Hyde-Bronx's Senior Leadership Team, a \$25,000 investment in Faculty Fellowships to promote teacher autonomy and teamwork, a restructured K-8 space, and efforts to promote additional planning time for teachers.

In alignment with efforts to provide additional planning time for teachers and more targeted enrichment and remediation instruction, Mr. Sturtevant requested that the Board approve a

material change to Hyde-Bronx's charter document, enabling the school to dismiss students at 3:00 pm beginning in August of 2016. Mr. Sturtevant summarized the benefits of such a change, including additional planning time for teachers, additional time for targeted remediation and enrichment activities during the 3:00 pm – 4:00 pm hours, and a likely improvement in disciplinary challenges which increase for younger students in the late afternoon hours.

Mr. Mehiel motioned, Mr. Hanley seconded the motion, and all Trustees voted in favor of approving a change to Hyde-Bronx's charter document allowing the school to dismiss students at 3:00 pm beginning in August of 2016, and enabling Mr. Sturtevant and Mr. McNamara to work with the New York City Department of Education to execute this charter revision on behalf of the Hyde-Bronx Board of Trustees.

#### **4. Finance Committee**

Mr. McNamara reported on the status of Hyde-Bronx's year-to-date financial performance and noted that the school currently has a budget surplus for the year-to-date figures through April 2016.

Mr. McNamara introduced Ms. Michelle Lopez, a Director with Charter School Business Management. Ms. Lopez has been contracted to support the school's financial operations three days per week while Mr. McNamara is working remotely to strengthen his health.

Mr. McNamara reviewed and proposed a budget for the 2017 fiscal year. Following a thorough review, Mr. Baker motioned, Mr. Hanley seconded the motion, and all Trustees voted in favor of approving the 2017 budget proposed by Mr. McNamara.

#### **5. Development Committee**

Mr. Williams showed YTD April results. He projected that the fundraising totals for the year would exceed the annual fundraising target, based on Board giving commitments. Mr. Williams encouraged the Board to meet their personal commitments to charitable giving, to inspire their "Last Year But Unfortunately Not This Year" colleagues to make year-end contributions, and to invite friends and colleagues to Hyde-Bronx's graduation ceremony on June 25<sup>th</sup>, 2016.

Mr. Williams reported that he and Mr. Kaplan are collaborating to solicit contributions from local Hunts Point businesses in support of Hyde-Bronx's graduation program. Mr. Williams noted that in the month of May, local business leaders Omni Foods and D'Arrigo Bros. Co. of New York had collectively pledged to donate \$20,000 to the school.

Mr. Williams updated the Trustees on other development and communications activity, such as the success of recent events at the school, the forthcoming edition of *Character Matters*, and a website revitalization project that is being completed with the partnership of Rodriguez Valle Creative.

Mr. Fixler recommended that Board of Trustees contribute a full-page ad in Hyde-Bronx's commencement ceremonies, including a \$1,000 contribution. The Board indicated their support, and Mr. Williams was instructed to draft a message to students on behalf of the Hyde-Bronx Board of Trustees.

## **6. Human Resources**

Mr. Sturtevant reminded the Board that an offer will be made to a finalist candidate for the Elementary School Directorship within the next 2-3 business days.

## **7. Marketing/Advertising/Public Relations Committee**

Mr. Baker indicated that he is soliciting colleagues at The New York Times to feature coverage of Hyde-Bronx, although thus far these efforts have been unsuccessful.

## **8. Facilities Committee**

No report.

## **9. Education Committee**

Mr. Sturtevant reminded the Board that an offer will be made to a finalist candidate for the Elementary School Directorship within the next 2-3 business days.

## **10. Government Relations**

No report.

## **11. Hyde Foundation**

Ms. Goubourn reported that the Hyde Foundation is excited to be celebrating the Hyde-Bath 50<sup>th</sup> Anniversary the weekend of June 4<sup>th</sup>. Ms. Goubourn indicated that Mr. Hanley will be speaking on behalf of Hyde-Bronx, to promote the success of our school and encourage additional support.

## **12. Other Business**

No report.

## **13. Public Comments**

Mr.Asadi asked the Board how the school tracks its reserves. Mr. Sturtevant responded that the schools financial reserves are reported in audited financial statement in accordance with Generally Accepted Accounting Principles.

## **14. Adjournment**

There being no further business, the meeting was adjourned at 8:02 pm.

Minutes prepared by Joshua Williams.