

Hyde-Bronx Trustee Meeting Minutes
Hyde Leadership Charter School
Trustees Meeting
September 26, 2016
830 Hunts Point Avenue Bronx NY 10474
Minutes

Trustees Present: Herb Fixler
David Steadly
Dennis Mehiel
Deborah Dumont
Herbert Kaplan

Trustees Absent: Richard Romanoff
Maureen Singer
Oz Hanley
Jeanette Melendez

Also present: Thomas Sturtevant, Executive Director
Michelle Lopez, Charter School Business Management
Josh Williams, Director of Development and Communications
Ting Chen, Hyde-Bronx Associate Board
Ruth Jarmul, Guest

The meeting began at 5:41 PM, Mr. Fixler presiding.

1. August 22, 2016 meeting minutes

A motion was made, seconded, and unanimously approved by the Trustees present to approve the minutes from the August 22, 2016 Board meeting.

2. Hyde Foundation Contract

Mr. Fixler reported that a revised contract with the Hyde Foundation had recently been negotiated. Board Trustees received an electronic copy of the contract for review. Mr. Fixler noted that the revised contract reduces the scope of services the Hyde Foundation provides to Hyde Leadership Charter School in the Bronx, although Hyde-Bronx will continue to collaborate with the Hyde Foundation in a number of ways, such as on the Hyde 101 staff and faculty trainings held semi-annually.

Mr. Mehiel motioned, Mr. Steadly seconded the motion, and all Trustees present voted in favor of approving the revised contract between Hyde Leadership Charter School in the Bronx and the Hyde Foundation.

3. Whistleblower and Conflict of Interest Policies

Mr. Sturtevant provided the Board with a copy of the school's Whistleblower and Conflict of Interest policies as they appear in the Hyde-Bronx Employee Handbook. Trustees present signed a formal acknowledgement recognizing their receipt of the school's Whistleblower and Conflict of Interest policies.

4. Executive Director's Report

Mr. Sturtevant reported on the New York State exam results for 3rd through 8th grade. Mr. Sturtevant highlighted the significant ELA gains made by the school's 6th and 8th grade students, noting that those cohorts invested significant time and energy in the writing process and authentic assessments, and that they focused less on explicit test prep instruction.

Mr. Sturtevant reported that overall staff retention had improved year-over-year, and that the staff retention rates were especially high in Hyde Elementary School.

Mr. Sturtevant reported that the newly structured Hyde Middle School, serving students in 4th through 8th grades, started the school year well focusing on classroom management, school wide systems, and writing initiatives.

Mr. Sturtevant noted that the school is now providing Hyde-Bronx parents with access to PowerSchool, enabling them to view children's grades and progress in real time.

Mr. Sturtevant indicated that the system for the purchase of school uniforms has also been improved; this year, parents were able to purchase uniforms online, in stores, and over-the-counter at the school.

Mr. Sturtevant stated that the school has increased its investments in technology, both for students and for teachers. In the 4th through 12th grades, all students will have consistent daily access to Chromebook computers, a one to one initiative, and that 100% of Hyde-Bronx teachers will have upgraded computers with I5 processors or better.

Mr. Sturtevant reported that families have responded favorably to the leaders of Hyde Elementary School Director, Ms. Amaris Obregon. Mr. Sturtevant noted that Ms. Obregon is fluent in Spanish and has been able to converse effectively with all Hyde-Bronx families. Mr.

Sturtevant also indicated that Ms. Obregon and her team have been working diligently to set a strong Elementary School learning culture with regards to student engagement, discipline, and literacy.

Mr. Sturtevant reported that the school is still seeking special education teachers, and that the school has struggled to fill these roles due to an extremely competitive and limited talent pool.

Mr. Sturtevant reported that the school is continuing to back-fill open spots for new students, and that the school will enroll 960 students this year.

Mr. Sturtevant noted that Mr. Fixler and Ms. Dumont are reviewing Mr. Sturtevant's goals for the year; following their review, they will discuss Mr. Sturtevant's goals and performance with the Board.

Mr. Sturtevant indicated that Hyde's distinct practices and character-building structures continue to thrive at the school. Mr. Sturtevant noted that he recently led a K-12 staff and faculty meeting and small group seminar entitled, "Managing Power through Conscience and Humility," which was well-received. Similarly, at Hyde Elementary School all classrooms are engaging in regular opening and closing circles, a format which provides Hyde's youngest learners to discuss their school community and share their thoughts, feelings, and ideas. At Hyde Middle School, students are attending grade-level retreats. For example, 5th grade students attended a community-building event at Rocking The Boat, 8th grade students attended an event with Doctors Without Borders, and more. At Hyde High School, Dean of Students Rob Maitra has been leading a class on "Keepers of the Culture," empowering students to actively create a strong school culture rooted in concern for others. This complements Hyde High School's weekly school meetings which provide an opportunity to discuss relevant issues and explore Hyde's character-building philosophy.

Mr. Sturtevant reported that the adjustment of the schools configuration has been a success. Hyde Elementary School serves kindergarten through 3rd grade students and is located entirely on the 1st floor of the 730 Bryant Avenue building, Hyde Middle School serves 4th through 8th grade students and is located entirely on the 4th floor of the 730 Bryant Avenue building, and Hyde High School continues to serve 9th through 12th grade students and is located at the building on 830 Hunts Point Avenue.

Mr. Sturtevant noted that Hyde High School has made an adjustment to its Leadership Team; Gaaya Thiyagarajah is now Dean of Instruction and Joe Appel is now Director of Academic Programs.

Mr. Sturtevant concluded by noting that the Hyde Faculty Fellowship program has been renewed, and that Hyde teachers are able to apply for grants in support of their projects to drive the mission of the school.

5. Finance Committee

Ms. Lopez indicated that Mike McNamara has been working from home and actively reviewing the school's financial reports. Ms. Lopez provided Trustees with a financial report through August. Ms. Lopez noted that fundraising totals were lower than budgeted. Ms. Lopez remarked that although the Financial Report includes variances, many of the variances are explained by Vacation Accrual totals. Other variances, such as textbooks and supplies, are typically higher earlier in the year when bulk purchases are made.

Ms. Lopez indicated that BDO International would be meeting with the Finance Committee in advance of the October Trustee meeting, in order to review the results of the most recent financial audit. Audit results will be provided to the entire Board at the October meeting.

6. Development Committee

Mr. Williams reported fundraising totals for the year were lower than expected. Mr. Williams provided a detailed plan through November to catch-up to fundraising projections for the year.

Mr. Williams provided a summary of recent and upcoming fundraising activities, including a 10th anniversary celebration to be held on Saturday, October 15th for the entire K-12 community.

Mr. Williams invited Board Trustees to meet with him in-person or over the phone prior to October 31st in order to discuss the Hyde-Bronx annual appeal, as well as fundraising ideas and initiatives for the year.

7. Human Resources

No report.

8. Marketing/Advertising/Public Relations Committee

Mr. Fixler noted that a new Board Chair was needed for the Marketing/Advertising/Public Relations Committee.

9. Facilities Committee

No report.

10. Education Committee

No report.

11. Government Relations

Mr. Williams reported that City Council Member Rafael Salamanca, Jr. will be speaking at the Hyde-Bronx 10th Anniversary Celebration.

12. Other Business

No report.

13. Public Comments

Ms. Chen reported that, with the support of the Board of Trustees, the Hyde Young Professionals Committee recently changed its name to the Hyde Associate Board. The Associate Boards goals for the year include raising at least \$10,000 for the school, volunteering at least 100 hours at the school, and recruiting a 12-person committee, all by June 30, 2017. Ms. Chen expressed that the Associate Board is also interested in greater collaborations with the Board of Trustees, as well as the Hyde High School Student Council.

14. Executive Session

The Board of Trustees went into Executive Session at 7:14 pm.

15. Return From Executive Session

The Board of Trustees returned to Open Session at 7:45 pm.

16. Adjournment

There being no further business, the meeting was adjourned at 7:45 pm.

Minutes prepared by Josh Williams.