

Hyde-Bronx Trustees Meeting Minutes
Hyde Leadership Charter School
Trustees Meeting
September 25, 2017
830 Hunts Point Avenue, Bronx, NY 10474
Minutes

Trustees Present: Deborah Dumont
Tony Stoupas
Herb Kaplan
Oz Hanley
Maureen Singer
Ruth Jarmul

Trustees Absent: Herb Fixler
Dennis Mehiel
Richard Romanoff
Jeanette Melendez

Also present: Thomas Sturtevant, Executive Director
Stephen Trowbridge, Chief Operating Officer
Valarie Hunsinger, Director of Development and Communications
Nina Niles, Associate Board Chair
Elizabeth Hittenmark, Director of Students and Family Support

The meeting began at 6:03 PM, Deborah Dumont presiding.

1. August 28, 2017 Board Meeting Minutes

A motion was made, seconded, and unanimously approved by the Trustees present to approve the minutes from August 28, 2017 Board Meeting.

2. Executive Director's Report

Mr. Sturtevant reported that the SUNY Charter Authorizers have recommended a five year charter renewal. Mr. Sturtevant noted the growth of our ELA scores, the rigor of Middle School with all 8th graders taking 3 regents, our High School outcomes including our high school graduation rates and college persistence as key factors in the five year renewal recommendation. Mr. Sturtevant noted that our charter renewal would be voted on October 11th at the SUNY board meeting.

Ms. Jarmul inquired about the switch from the DOE to SUNY. Mr. Sturtevant noted that SUNY has a strong framework for success and will help us meet growth targets.

Mr. Kaplan inquired about how character education would integrate with SUNY measurements. Mr. Sturtevant noted that although it's not directly measured through SUNY, we believe that character education will positively impact student outcomes. Mr. Sturtevant noted that he includes both family and character in his goals.

Mr. Sturtevant provided an update on hiring, noting that we are fully hired in Elementary and Middle School, but there may be some transition in the Elementary Division. Mr. Hanley inquired about purchase of the HS building. Mr. Sturtevant noted that we are on track to close by December 15th.

2. Finance Committee

Mr. Trowbridge provided a detailed review of the school's current financial position. Mr. Trowbridge noted the school's August YTD revenue was favorable by approximately \$22,000 and August's YTD expense was unfavorable by \$34,000. Mr. Trowbridge noted that the approximate net variance was unfavorable by \$12,000.

For FY 2018 YTD, Mr. Trowbridge reported that the total revenue is \$2,905,076 and is unfavorable by \$25,000. The budgeted expenses are \$2,805,913 and is favorable by \$61,000. Mr. Trowbridge noted that the net variance to the budget is unfavorable by \$36,000, which represents a 1% variance.

Mr. Trowbridge reported that the school's onsite annual audit was completed on time. Mr. Trowbridge reported that the Finance Committee call would be on October 18th and that it would be important to have a quorum at the October 23rd board meeting.

3. Executive Session

The board convened at 7:35pm in Executive Session.

4. Development Committee

Ms. Hunsinger highlighted three examples of board impact including Herb Kaplan's work with the Bronx Rotary Club, Mr. Romanoff connecting Carlos Pena with a job opportunity that helped prepare him for college, and Ms. Jarmul's husband who asked that donations be made to Hyde on behalf of his birthday. Mr. Hunsinger reviewed the FY 2018 goals and reported that we have raised more than the previous year due to individual donations, corporate matching, early board donation, and a the Literacy & Libations Event. Nina Niles presented on the success of the Associate Board's Literacy & Libations Event. Ms.

Hunsinger discussed upcoming events including the Fall Hyde Open House and Giving Tuesday. Ms. Hunsinger noted that the Development Committee met to discuss the importance of board involvement in individual giving and suggested developing a pre-created friend lists to help identify individuals for different opportunities. Ms. Hunsinger presented the top twenty individual donors and asked for feedback. She also noted that online giving is on the rise and is expected to continue to increase.

5. Human Resource Committee

The Board voted to approve a performance bonus plan for the Executive Director. Acting Chair, Deborah Dumont instructed Mr. Trowbridge on the details.

6. Marketing/PR/ Advertising Committee

Mrs. Jarmul and Ms. Hunsinger met and will provide an update next meeting.

7. Facilities Committee

No report.

8. Education Committee

Mrs. Dumont visited the Elementary School for a day and provided feedback. Mr. Sturtevant and Ms. Obregon met and are working on a plan to support the Elementary School. Mrs. Dumont will be at the school two days a week to provide her expertise. Mr. Sturtevant noted that strategical we are working on turning our best teachers into teacher leaders.

9. Nominating Committee

No report.

10. Any other business

No Report

11. Public Comments

No report.

12. Adjournment

There being no further business, the meeting was adjourned at 8:06pm.

Minutes prepared by Stephen Trowbridge and Valarie Hunsinger