

**Hyde Leadership Charter School  
Trustees Meeting  
December 17, 2018  
830 Hunts Point Avenue, Bronx, NY 10474**

**Trustees Present:**

Herb Fixler  
Herb Kaplan  
Ruth Jarmul  
Chavon Sutton  
Tony Stoupas  
Maureen Singer

**Trustees Absent**

Oz Hanley  
Deborah Dumont  
Susan Engel

**Also present:** Thomas Sturtevant, Executive Director  
Stephen Trowbridge, Chief Operating Officer  
Valarie Hunsinger, Director of Development and Marketing  
Elizabeth Hittenmark, Director of Students and Family Support

**The meeting began at 6:15 PM, Mr. Fixler presiding.**

**1. Approve minutes from the November 26th board meeting**

With a quorum present, a motion was made, seconded, and unanimously approved by the Trustees present to approve the minutes from the November 26th, 2018 board meeting.

**2. Executive Director's Report**

Mr. Sturtevant presented on the early action college acceptances included acceptances to Dartmouth College, Cornell University, Binghamton University, etc. Mr. Sturtevant noted that the key to these acceptances is a comprehensive and diverse college counseling team with three counselors, one post-secondary success counselor, and two teachers who serve as college success counselors. Mr. Sturtevant also noted the importance of middle school students taking high school regents which allows high school students to take more advanced courses including College Now classes.

Mr. Sturtevant reported on JTOR and ARTSTOR which gives students access to high-quality digital resources for research.

Mr. Sturtevant highlighted the NYU Steinhardt teaching program which will bring on four to five teachers for a three-year teaching commitment.

Mr. Sturtevant discussed the development of J-Term, an inquiry-based program, which will take place during the whole month of January in the middle school. Mr. Trowbridge noted that some of the course included culinary arts, electrical engineering, animal research, etc.

Mr. Sturtevant discussed interviewing parent board trustees and the process of recruiting new parent board trustees.

### **3. Finance Committee- November Financial Review**

Mr. Trowbridge provided a financial review of November's YTD. Mr. Trowbridge noted that the school's November YTD revenue was \$7,901,000 and was favorable by approximately \$98,000, and November' YTD expenses were \$7,566,000 and were favorable by approximately \$214,000. Mr. Trowbridge noted that the approximate net variance to the budget is favorable by \$335,000

Mr. Trowbridge noted that a new IT Director was hired.

Mr. Trowbridge reported Hyde is participating in the New York City Charter Center survey of compensation and benefits. Results from this survey should serve to inform us about how competitive we are with other charter schools in New York City.

### **4. Development Committee**

Ms. Hunsinger reviewed the FY 2019 Fundraising Goal and provided an update on current donations, noting that 26% of our goal has been raised to-date. Ms. Hunsinger thanked the board for supporting Giving Tuesday which raised \$12,560 (with 63 unique donors) for our College Relief Fund. Ms. Hunsinger also thanked Mr. Kaplan and Ms. Engel for making the Open House a success. Ms. Hunsinger noted the upcoming Winter Social event that will be held on Thursday, February 28th from 6 pm to 9 pm.

### **5. Human Resources Committee**

No report

### **6. Facilities Committee**

Mr. Sturtevant noted that we were awarded a grant for a washer and dryer which was recently installed in the high school.

### **7. Marketing/ PR/Advertising Committee**

Ms. Jarmul presented on her meeting with Manny Gonzalez, the new Marketing Director for College Access and Success. Mr. Jarmul noted that marketing has increased for enrollment and that the committee is continuing to investigate marketing opportunities.

**8. Education Committee**

No report.

**9. Government Relations Committee**

No report

**10. Nominating Committee**

Mr. Sturtevant noted that he met with potential parent board members that will meet the board at the January retreat.

**11. Any other business**

Mr. Fixler noted that the board retreat will be held on January 26th and that the location is still to be determined.

Mr. Kaplan presented a possible opportunity to partner with the Harvard Business School alumni to create an innovation in education panel.

**12. Public comments**

No comments

**13. Adjournment**

There being no further business, the meeting was adjourned at 7:50 pm.

Minutes prepared by Stephen Trowbridge and Valarie Hunsinger