Hyde Leadership Charter School
Trustees Meeting
February 25, 2013
Minutes

Trustees Present:	Herb Fixler Wilder Baker Deborah Dumont Herb Kaplan Jeanette Melendez Dennis Mehiel David Steadly
Trustees Absent:	None
Also present:	Betsy Olney, Head of School Mike MeNamara, Chief Operating Officer Joanne Goubourn, Hyde Foundation Executive Director

With a quorum present, the meeting began at 6:01 PM, Mr. Fixler presiding.

1. January 28, 2013 meeting minutes

A motion was made and the Board unanimously approved the minutes from the January 28, 2013 meeting.

2. Development Committee Report

In Ms. Seeley's absence, Mr. Kaplan summarized a report of recent development activities. He reported he would be working one day per week in the South Bronx, looking to increase funding from local business leaders. Mr. Fixler raised the idea of a Board scholarship for one or more graduating seniors. After discussion, it was agreed to table this idea with no action taken.

3. Finance Committee Report

Mr. McNamara reported on the school's cash position and financial results for the one and seven months ending January 31, 2013. He reported he did not see significant risks to the school's financial performance this fiscal year.

Mr. Mehiel reported the school might have an opportunity to receive the $198,500 grant that was awarded in April2010. He is working to see if those funds can be released to Hyde.

At Ms. Olney's request, Mr. McNamara discussed the status of salary projections for FY13-14. He reported that with 3% raises overall, and adherence to a teacher salary matrix first used in

2011, the school would exceed its lease coverage commitment for 2013-14 by approximately $80,000. Questions were asked and answered about the level offundraising in the 2013-14 preliminary budget; the anticipated increase to medical costs and other matters. Mr. Mehiel spoke of the advisability of a lower expense budget next year. He also recommended a hard target be established for development.

4. Head of School Report

Ms. Olney discussed plans for high school graduation and asked Board trustees to identify how many tickets they will require and which guests Hyde should invite. Mr. Fixler asked that a list of major donors be developed. Ms. Olney reported that 79% of seniors had received college acceptances and she expects over 90% to ultimately get acceptances.

Mr. Fixler asked Ms. Olney to report on the disciplinary activities (suspensions and expulsion hearings) occurring at Hyde. Ms. Olney summarized the situations giving rise to current disciplinary activity and stated Hyde policy was being followed in all cases. Mr. Mehiel asked if there might be some liability risk to which Mr. Fixler replied that since school leadership was following written policy, there was no legal exposure.

5. Nominating Committee Report

Mr. Fixler reported there was one potential candidate for the Board but things were very preliminary with this person.

6. Human Resources Committee

There was no report from the committee.

7. Facilities Committee

There was no report from the committee.

8. Education Committee Report

The Education Committee met February 5 and discussed the metrics that LIIF has asked Hyde to develop. No consensus has emerged yet on those metrics but the Committee is focused on teacher retention and improving academic performance of those students with test results in the lowest 1/3.

9. Safety Discussion

Mr. Fixler reported he has a proposal from one organization to do a physical and procedural review of Hyde's safety practices and is looking to get one more proposal.

10. Hyde Foundation

Ms. Gouboum reported the Foundation is supporting the FED directors and is very involved in planning for graduation.

11. Other Business

Mr. Mehiel summarized thoughts he presented last month on how best to use Board meeting time. He recommends less time be devoted to reporting on routine school activities in order to focus on key priorities where the Board can have most impact. The Board agreed to spend half its time at the next Board meeting in an unstructured discussion of the Board's role and priorities.

Mr. Baker reported that the email reports titled "Profiles in Character" will be produced and disseminated on a regular basis.

At 8:05 PM, there being no other pressing business, a motion was made, seconded and carried to adjourn the meeting.

Minutes prepared by Michael MeNamara

HYDE
Preparation for Life

HYDE LEADERSHIP CHARTER SCHOOL

Hyde-Bronx Trustees Meeting
HYDE Leadership Charter School
730 Bryant Avenue
Bronx, NY 10474
AGENDA

March 18, 2013 – 6:00 PM

1. **Approve minutes from February meeting**
2. **Development Committee Report**
3. **Finance Committee Report**
4. **Head of School's Report**
5. **Nominating Committee Report**
6. **Education Committee Report**
7. **Facilities Committee Report**
8. **HR Committee Report**
9. **Hyde Foundation Report**
10. **Open Discussion (45 minutes)**
11. **Any other business**
12. **Public Comments**

Hyde Leadership Charter School
Trustees Meeting
March 18, 2013
Minutes

Trustees Present:	Herb Fixler Wilder Baker Deborah Dumont Herb Kaplan Dennis Mehiel David Steadly
Trustees Absent:	Jeanette Melendez
Also present:	Betsy Olney, Head of School Mike McNamara, Chief Operating Officer Staci Seeley Williams, Director of Development Joanne Goubourn, Hyde Foundation Executive Director

With a quorum present, the meeting began at 6:08 PM, Mr. Fixler presiding.

1. February 25, 2013 meeting minutes

A motion was made and the Board unanimously approved the minutes from the February 28, 2013 meeting.

2. Development Committee Report

Ms. Seeley Williams summarized year to date fundraising results. The Board was updated on the activities of the Leadership Committee and Young Professionals group. Mr. Steadly asked if the next Board member could come from the Young Professionals. The first edition of Hyde's e-newsletter was released with good feedback. A meeting was scheduled for March 22 with an outside consulting group to explore a fundraising campaign.

3. Finance Committee Report

Mr. McNamara reported that the Finance Committee had met via phone conference and had reviewed the school's financial position and results through February 28, 2013. He referred Board Trustees to the financial package they had received via email and offered to answer any questions at the Board meeting or subsequent to the meeting.

4. Nominating Committee Report

There was no report from the committee.

5. Human Resources Committee

There was no report from the committee.

6. Facilities Committee

Ms. Olney reported that the Hunts Point Alliance for Children (HPAC) has hired a new Chief Operating Officer who will assist Hyde in a number of ways, including its facilities needs.

7. Education Committee Report

Ms. Dumont reported that the Committee was working on academic progress metrics with a current focus on developing meaningful metrics for the lowest third performers in Kindergarten through 8th Grade.

8. Hyde Foundation

Ms. Goubourne reported there had been a meeting with representatives from the Boards of both the Hyde Foundation and Hyde Bronx as well as Hyde Bronx's Head of School. All parties are looking for an effective way forward to meet the needs of the students at Hyde Bronx. It was reported the services agreement between the Hyde Foundation and Hyde Bronx expires June 30, 2013 and the parties were reviewing the terms with the intent to renew with appropriate modifications. Mr. Fixler reported that he and Jay Puckett, the President of the Hyde Foundation Board arranged to talk monthly to discuss any relevant issues.

9. Head of School Report

Ms. Olney briefed the Board on a disciplinary matter with one of the high school students. It was her decision to expel the student and the student's parent had appealed that decision to the Board. After discussion, it was agreed to hold a special meeting of the Board of Trustees on March 22, 2013 to make a decision on the appeal.

10. Other Business

At the February 2013 Board meeting, it was decided to hold an open discussion among the Trustees at the March meeting. Mr. Mehiel led the discussion and asked the Board Trustees and other individuals present at the meeting to list what each thought were the top priorities for the Board. After canvassing the individuals present, fundraising and development emerged as the top priority for Board members. Several Trustees offered their views on the fundraising process and Board engagement with fundraising. It was decided to hold in-person rather than telephonic Development Committee meetings for the next three months to see if new ideas could be generated. There was a recommendation to spend 30 to 45 minutes at each Board meeting discussing development activities.

Board development, leadership support and the chronic facility issues with the 730 Bryant Avenue facility were also priorities for greater Board-level engagement.

At 8:00 PM, there being no other pressing business, a motion was made, seconded and carried to adjourn the meeting.

Minutes prepared by Michael McNamara

HYDE LEADERSHIP CHARTER SCHOOL

Special Meeting
Hyde-Bronx Trustees
HYDE Leadership Charter School
277 Park Avenue
New York, NY 10172
AGENDA

March 22, 2013 – 4:30 PM

1. **Executive Session to discuss Student Conduct and Expulsion Appeal**
2. **Board vote on Executive Session matter(s)**
3. **Public Comments**
4. **Adjournment**

Hyde Leadership Charter School
Trustees Meeting
March 22, 2013
Minutes

Trustees Present:	Herbert Fixler Wilder Baker Deborah Dumont Herbert Kaplan David Steadly
Trustees Absent:	Jeanette Melendez Dennis Mehiel
Also present:	Elizabeth Olney, Head of School Michael McNamara, Chief Operating Officer

With a quorum present, the meeting began at 4:56 PM, Mr. Fixler presiding.

1. Executive Session to discuss student conduct and expulsion appeal

At 4:57 pm, a motion was made, seconded and approved unanimously for the Board to go into Executive Session.

At 6:11 pm, a motion was made seconded and approved unanimously to exit the Executive Session.

2. Decision by the Board regarding the expulsion appeal

The following motion was made, seconded and approved unanimously by the five Trustees present at the Special Meeting:

> Resolved a motion was made by Wilder Baker, seconded by Herbert Kaplan, that in the matter of an appeal made to the Board of Trustees regarding a student disciplinary matter, and whereas the Board has considered the arguments raised in the appeal, now be it resolved that the appeal is denied in its entirety.

3. Other Business

No other business was raised or discussed.

4. Adjournment

At 6:12 PM, there being no other pressing business, a motion was made, seconded and carried to adjourn the meeting.

Minutes prepared by Michael McNamara

HYDE LEADERSHIP CHARTER SCHOOL

Hyde-Bronx Trustees
HYDE Leadership Charter School
277 Park Avenue
New York, NY 10172
AGENDA

April 22, 2013 – 6:00 PM

1. **Approve minutes from March meetings**
2. **Development Committee Report**
3. **Marketing, Public Relations Committee Report**
4. **Finance Committee Report**
   a. **2013-14 Returning Teacher Salaries**
5. **Head of School's Report**
6. **Nominating Committee Report**
7. **Education Committee Report**
8. **Facilities Committee Report**
9. **HR Committee Report**
10. **Hyde Foundation Report**
11. **Open Discussion**
12. **Any other business**
13. **Public Comments**
14. **Adjournment**

Hyde Leadership Charter School
Trustees Meeting
April 22, 2013
Minutes

Trustees Present:	Herb Fixler Wilder Baker Deborah Dumont Herb Kaplan Dennis Mehiel David Steadly
Trustees Absent:	Jeanette Melendez
Also present:	Susan Marber, Volunteer Betsy Olney, Head of School Mike McNamara, Chief Operating Officer Staci Seeley Williams, Director of Development

With a quorum present, the meeting began at 6:05 PM, Mr. Fixler presiding.

1. March 18 and March 22, 2013 meeting minutes

A motion was made and the Board unanimously approved the minutes from the March 18 and March 22, 2013 meetings.

2. Development Committee Report

Mr. Kaplan reported on year-to-date fundraising vs. budget and remarked on a marked shortfall in funding from Foundations. He announced there would be a Development Committee meeting on April 24 to strategize on FY13-14's fundraising goal and tactics. He continues to work on outreach in the Hunts Point area among local businesses. Mr. Kaplan initiated a discussion among the Trustees on the advisability of using an outside consulting company to do a feasibility study on Hyde's fundraising capacity. After discussion, the Board determined not to move forward at this time. Mr. Fixler offered an alternative at a much lower cost that the Board would like to pursue.

3. Marketing/PR Committee

Mr. Baker reported that the e-newsletters Profiles in Courage have been well received and the next edition is in the works. He described a Public Relations lead he is following up on that may lead to local news coverage.

4. Finance Committee Report

Mr. McNamara summarized financial results for March and the 9 months ending March and reported the school's net surplus was ahead of budget and was likely to end the year favorable to

plan. He then presented school leadership's recommendations for salaries for teachers who are returning to Hyde in September 2013. He described the methodologies use to determine salaries with particular emphasis on the New York Department of Education wage scale. Mr. Mehiel requested a summary of Hyde teachers in each cell of the wage matrix used by Hyde leadership to determine salaries. Ms. Dumont asked if retired DOE teachers could work at Hyde and whether they would be a good population to target for new teachers.

After discussion, a motion was made, seconded and passed unanimously to approve the salaries proposed for returning teachers.

Mr. McNamara informed the Board that the full FY13-14 budget would be presented for review and approval at the May 20, 2013 Board meeting. Mr. Fixler asked that the Budget be prepared with and without an explicit fundraising goal to focus attention on where the budget could be reduced if needed. The Board agreed on a joint Development/Finance Committee meeting to be held May 14 at Cozen O'Connor to review the fundraising plan and draft budget.

5. Head of School Report

Ms. Olney reported on the status of an expulsion appeal filed with the New York Department of Education. She presented information on the June 29 Hyde graduation ceremony. Mr. Wilder saw the graduation as an opportunity to generate media coverage for Hyde. Ms. Olney also reported on the progress of 3-8th grade state testing.

6. Facilities Committee

Mr. McNamara reported that a security consulting firm was engaged to assess the state of security measures at the Hyde high school.

7. Other Business

Mr. Wilder reported on activities of the Leadership Council and praised the efforts of that group to engage Hyde high school students in a variety of ways. He noted that the council added an additional member.

At 8:06 PM, there being no other pressing business, a motion was made, seconded and carried to adjourn the meeting.

Minutes prepared by Michael McNamara

HYDE LEADERSHIP CHARTER SCHOOL

Hyde-Bronx Trustees
HYDE Leadership Charter School
830 Hunts Point Avenue
New York, NY 10172
AGENDA

May 20, 2013 – 6:00 PM

1. **Approve minutes from April meeting**

2. **Finance Committee**
   a. **Discussion of FY13-14 Budget**

3. **Development Committee**
   a. **Director Search**
   b. **Development Office Staffing**
   c. **Friend Raiser**

4. **Marketing, Public Relations Committee**

5. **Finance Committee**

   a. **2013-14 Returning Teacher Salaries**

6. **Head of School's Report**

7. **Nominating Committee**

8. **Education Committee**

9. **Facilities Committee**

10. **HR Committee**

11. **Hyde Foundation**

12. **Any other business**

13. **Public Comments**

Hyde Leadership Charter School
Trustees Meeting
May 20, 2013
Minutes

Trustees Present:	Herb Fixler Wilder Baker Deborah Dumont Herb Kaplan Dennis Mehiel Jeanette Melendez David Steadly
Trustees Absent:	None
Also present:	Susan Marber, Volunteer Ellen Hall, Consultant Betsy Olney, Head of School Mike McNamara, Chief Operating Officer Staci Seeley Williams, Director of Development

With a quorum present, the meeting began at 6:05 PM, Mr. Fixler presiding.

1. April 22, 2013 meeting minutes

A motion was made and the Board unanimously approved the minutes from the April 22, 2013 meeting.

2. Finance Committee Report

Mr. McNamara presented the proposed revenue and expense budget for FY13-14. He explained in some detail the underlying assumptions on enrollment, DOE/SED reimbursement, fundraising, personnel and other expenses. Questions were asked and answered on key assumptions and potential risks to the budget.

A motion was made, seconded and passed unanimously to approve the 2013-14 budget as presented.

3. Development Committee

Mr. Fixler reported that Ms. Seeley Williams would be leaving the New York City area and a search needed to start to find a replacement as Director of Development. Board members were asked to participate in identifying candidates so that an expensive search could be avoided. A working group consisting of Mr. Fixler, Ms. Dumont and Ms. Olney was formed to update the Director job description and to develop an organizational structure and job responsibilities for each member of the Development department.

Mr. Wilder introduced a discussion regarding the possibility of hiring a public relations firm to generate interest in Hyde Bronx, using the upcoming graduation as a newsworthy event. Mr. Wilder had interviewed a firm that had excellent media contacts but no previous experience with schools. Board members asked questions and discussed the merits of using that firm

4. Head of School Report

5. Facilities Committee

6. Other Business

At 8:06 PM, there being no other pressing business, a motion was made, seconded and carried to adjourn the meeting.

Minutes prepared by Michael McNamara

HYDE LEADERSHIP CHARTER SCHOOL

Hyde-Bronx Trustees
HYDE Leadership Charter School
277 Park Avenue
New York, NY 10172
AGENDA

June 20, 2013 – 6:00 PM

1. **Approve minutes from May meeting**
2. **Development Committee Report**
3. **Marketing, Public Relations Committee Report**
4. **Finance Committee Report**
    - **Benefit and Provider Change**
5. **Head of School Report**
    - **Charter Amendment**
    - **End of Year High School Data**
6. **Nominating Committee Report**
7. **Education Committee Report**
8. **Facilities Committee Report**
9. **HR Committee Report**
10. **Hyde Foundation Report**
11. **Any other business**
12. **Public Comments**
13. **Adjournment**

Hyde Leadership Charter School
Trustees Meeting
June 24, 2013
Minutes

Trustees Present:	Herb Fixler Wilder Baker Deborah Dumont Herb Kaplan Jeanette Melendez David Steadly
Trustees Absent:	Dennis Mehiel
Also present:	Susan Marber, Volunteer Joanne Goubourn, Executive Director Hyde Foundation Eric.Langerman, Hyde Young Professionals Committee representative Betsy Olney, Head of School Mike McNamara, Chief Operating Officer Staci Seeley Williams, Director of Development

With a quorum present the meeting began at 6:07 PM, Mr. Fixler presiding.

1. May 20, 2013 meeting minutes

A motion was made and the Board unanimously approved the minutes from the May 20, 2013 meeting. Mr. Steadly left the meeting at 6:16pm, after the Board minutes were approved.

2. Development Committee

Mr. Fixler opened the discussion by reporting that a search for a Development Director had begun with online postings and an initial candidate from a PR firm working with Hyde. Mr. Kaplan, Committee Chair, asked Ms. Seeley Williams to report on recent activities.

Seeley Williams reported that at a Development Committee meeting June 18, a Trustee questioned the $30,000 FY13-14 target for Board giving as potentially too low. She announced Mr. Kaplan's campaign to raise funds from the Bronx business community had secured $4,000 in donations—mostly in the form of ads placed in the Graduation Program. A Board trustee had previously offered to match these donations up to $5,000.

Seeley Williams summarized the Young Professionals Committee (YPC) meeting of June 13 as a great program but under-attended due to heavy rain. Mr. Langerman was asked to offer his assessment of the YPC. He stated there were about 15 core members who were strongly committed to Hyde and added that fundraising could improve.

3. Marketing/Public Relations Committee

Mr. Fixler praised the latest newsletter and Ms. Marber reported on the success Moveable Content, Hyde's PR firm for graduation-related events, had secured coverage for Hyde's graduation in the New York Daily News and on Fox 5. She reminded the Trustees that the June 25 edition of Profiles in Character had been produced and distributed.

There was discussion among the Trustees, but no consensus, on whether Hyde should sign an on-going contract for public relations services.

4. Finance Committee Report

Mr. McNamara summarized financial results for May 2013 and the eleven months ended May 2013. He forecasted fiscal year results would be consistent with the eleven months and show Hyde would meet its financial obligations and report a surplus.

McNamara then described a plan to reduce medical plan costs without raising employees' out-of-pocket expenses. Hyde was preparing to enter into an arrangement with TriNet, a Professional Employer Organization (PEO) whereby Hyde's employees would become employees of TriNet for payroll and benefits purposes but remain Hyde employees for purposes of hiring, firing and day-to-day supervision and accountability. He described the plan in some detail and answered questions about it. After discussion, the Board approved the changes. Implementation was set to begin July 1, 2013.

5. Head of School Report

Ms. Olney raised two facility-related issues at the Bryant Avenue building. Environmental engineefrs hired by DOE and separately by Hyde have recorded high levels of carbon dioxide in classrooms. The cause seems to be the HVAC system not being sufficiently-sized or working properly to deliver enough fresh air from outside while maintaining cool enough air during hot weather. Hyde leadership has attempted to find a solution through DOE custodial services but has not yet gotten an action plan. Ms. Olney requested the Board get involved to help with the situation. A suggestion was made to organize a parent demonstration for better air quality. After questions and further discussion, Mr. Fixler offered to attend a meeting with DOE maintenance personnel.

Separately, a School Construction Authority project to replace the ceiling and floor in the 1st floor cafeteria was set to begin June 28. The first phase of that project is removal of asbestos in the floor tile. That phase was scheduled to be completed Sunday June 30, allowing Hyde staff to safely re-occupy the building on Monday July 1st. Prior to re-occupancy, DOE was to conduct air monitoring and lab testing to confirm there was no airborne asbestos in the building. Ms. Olney and Mr. McNamara decided to have all summer staff work from home or out of the high school on July 1st or until the "all clear" letter was received. The Board discussed whether Hyde should have its own inspection done prior to returning to work in the building.

Ms. Olney also proudly reported the 94% graduation rate for Hyde's first senior class. That rate easily outdistanced the city's 61% 4-year graduation rate and the District's 49% rate. She then went on to describe several milestone year-end events such as the Parent Graduation, the

Baccalaureate ceremony, the 8th Grade trip and the much anticipated High School Graduation set to occur June 29.

She discussed preliminary Regents data and the status of hiring for FY13-14.

6. Education Committee

Olney reported that a vote on a charter revision would need to take place at the July 2013 Board meeting.

7. Facilities Committee

Mr. Wilder reported on preliminary discussions about relocation ideas for the K-8 school. Several ideas were discussed.

8. Hyde Foundation Report

Ms. Goubourn congratulated the senior evaluations process. She said the Foundation was meeting internally on fundraising and supporting all Hyde school populations. She reported that the Foundation has funding available to Hyde Bronx for Hoffman training and Hyde Bronx's annual wilderness trip.

9. Other Business

At 8:04 PM, there being no other pressing business, a motion was made, seconded and carried to adjourn the meeting.

Minutes prepared by Michael McNamara

Hyde Leadership Charter School
Trustees Meeting
July 22, 2013
Minutes

Trustees Present:	Herb Fixler Wilder Baker Deborah Dumont Dennis Mehiel Jeanette Melendez David Steadly
Trustees Absent:	Herb Kaplan
Also present:	Joanne Goubourn, Executive Director Hyde Foundation Betsy Olney, Head of School Mike McNamara, Chief Operating Officer

With a quorum present the meeting began at 6:17 PM, Mr. Fixler presiding.

1. June 24, 2013 meeting minutes

A motion was made and the Board unanimously approved the minutes from the June 24, 2013 meeting.

2. Development Committee

Mr. Fixler made a proposal that the Development Committee be disbanded. He said six of the seven Trustees are on the Committee and that Development needs to be a board-level rather than committee-level activity. He recommended that the entire Board constitute a de facto Development Committee. A resolution was made, seconded and passed unanimously among the Trustees present at the meeting to dissolve the Development Committee.

3. Head of School Report

Ms. Olney reported on summer activities and said that credit recovery classes in the high school were going well. K-8 summer school, being run by Teach for America, was also doing well and providing Hyde the opportunity to evaluate TFA teachers for full-time Hyde positions. She also commented the TFA group came in well-prepared for the summer session. She also commented favorably on the Leadership retreat, attended by 24 Hyde upper managers, held at Hyde Woodstock in July. Mr. Baker inquired about teacher recruitment and Ms. Olney replied it was going well. She expressed concerned about filling the Middle School Academic Dean position.

4. Education Committee

Ms. Olney presented the case for an amendment to Hyde's Charter to align curriculum with the Common Core State Standards. She said the proposed revision pertains to K-8

curriculum and would allow Hyde-Bronx to implement the following English Language Arts curricula: Core Knowledge (grades K-3), Expeditionary Learning (grades 4-5) and Code X (grades 6-8). The revision would also authorize the following math curricula: TERC Investigations (K-5) and Singapore Math (6-8). Hyde would terminate the Pearson Program, as well as the use of the Teachers' College Writer's Workshop Units of Study and the Collins Writing Program, because writing is already embedded in the ELA programs. Olney answered questions about the rationale for the changes and the specific providers chosen. She informed the Trustees that the next steps were submission of the proposed amendment to

After Trustee discussion, a motion was made, seconded and passed unanimously by the Trustees present to request a charter amendment to implement the new K-8 ELA and Math curricula.

Mr. Fixler asked the Trustees to consider formally mentoring individual Hyde high school graduates in order to make possible successful transitions to college. A discussion ensued and questions were raised about how students would be selected, whether all graduates would receive a mentor, where mentors beyond the seven Trustees could come from and who would "own" the program. No action was taken.

5. Finance Committee Report

Mr. McNamara summarized financial results for June 2013 and the fiscal year. He reported cash balance at year-end was up approximately $1.1 mm to $5.6 mm. He estimated full year audited financials after adjustment for non-cash charges for depreciation and straight-line rent would show a surplus.

As part of the change from Paychex to TriNet as payroll and benefits services provider, the Board was asked to vote on a resolution ending the Paychex FSA effective June 30, 2013. A motion was made, seconded and unanimously approved by the Trustees present to terminate the Paychex FSA and initiate a TriNet FSA effective July 1, 2013.

6. PR/Marketing Committee

Mr. Baker clarified for those present that Hyde would not have an ongoing contract with Moveable Content—at their recommendation and the Committee's—but would evaluate using their services for specific events if appropriate.

With press coverage for Hyde's graduation, it was recommended that Hyde add a "News" section to its website.

7. Nominating Committee

Mr. Baker reported that a member of the Leadership Committee wants to step up his engagement at Hyde and could be a candidate for the Board. He also reported reaching out to the American Association of Advertising Agencies and got one expression of interest that he was following up on. Mr. Mehiel reported he had someone in mind for Board consideration.

8. Facilities Committee

Mr. McNamara updated the Board on the carbon dioxide issues at Bryant Avenue and the construction project in the Bryant Avenue cafeteria. CO2 levels are still a concern but less a day-to-day issue over the summer. A DOE inspection of the HVAC system found that one of the two compressors on the roof was inoperable. This unfavorably impacts air flow, temperature regulation and CO2 dispersal. Repairs were to be made.

9. Hyde Foundation Report

Ms. Goubourn reported on a significant Foundation meeting on June 21. Historically, Hyde donor lists were segregated such that the Foundation and Hyde charter schools did not have access to donor lists generated from the boarding schools. At the June 21 meeting, it was agreed that these donor lists would be shared with the Foundation and through the Foundation made available to the charter schools.

10. Other Business

At 7:40 PM, there being no other pressing business, a motion was made, seconded and carried to adjourn the meeting.

Minutes prepared by Michael McNamara

HYDE LEADERSHIP CHARTER SCHOOL

Hyde-Bronx Trustees
HYDE Leadership Charter School
277 Park Avenue
New York, NY 10174
AGENDA

August 26, 2013 – 6:00 PM

1. **Approve minutes from July meeting**
2. **Development Discussion**
3. **Head of School's Report**
4. **Education Committee**
5. **Finance Committee**
6. **Marketing, Public Relations Committee**
7. **Nominating Committee**
8. **Facilities Committee**
9. **HR Committee**
10. **Hyde Foundation**
11. **Any other business**
12. **Public Comments**
13. **Adjournment**

Hyde Leadership Charter School
Trustees Meeting
August 26, 2013
Minutes

Trustees Present:	Herb Fixler Wilder Baker Deborah Dumont Herb Kaplan
Trustees Absent:	Jeanette Melendez Dennis Mehiel David Steadly
Also present:	Betsy Olney, Head of School Mike McNamara, Chief Operating Officer

With a quorum present the meeting began at 6:06 PM, Mr. Fixler presiding. Mr. Mehiel participated by phone but did not vote on any matters before the Board of Trustees. Ms. Staci Seeley, Director of Development, also participated by phone.

1. July 22, 2013 meeting minutes

A motion was made and the Board unanimously approved the minutes from the July 22, 2013 meeting.

2. Development Report

Ms. Seeley reported that a donor list for the 2014 Campaign would be circulated shortly. She asked Trustees to confirm accuracy of the list. Students were writing letters to send to past year donors. A visiting day would be scheduled for October in the High School. She also reported a very successful Goldman Sachs volunteer day in July and on a fun Young Professionals Back to School Event on August 24.

Recruiting for a new Development Director was going slowly. Trustees discussed various organizations and websites where the job opportunity could be placed.

Mr. Kaplan suggested a Hunts Point business community lunch at the High School. He said the local businesspeople often held events during lunch time.

3. Head of School Report

Ms. Olney reported that there is a strong cohort of new teachers with more experience than recent classes of new hires. She said there was a very positive, engaged New Employee Retreat in mid August. She spoke of a lot of "newness" at Hyde as the school year was about to start. New curriculum, new teachers, new leadership teams. She outlined three priorities for the school

year: data driven instruction, increased teacher observations and a renewed focus on school culture.

She referenced school performance metrics and stated that K-5 needed the most academic improvement and pointed out that Hyde outperformed its peers in grades 6-12. Ms. Olney reported that Hyde graduates were starting college amid a great deal of excitement and the new position of Manager of Alumni Affairs had been filled. John Gardenhire was busy planning an alumni event for the Winter Break to focus on summer internship planning. The K-12 Data Manager was also off to a good start.

She expressed frustration with the physical environment for K-3 in the first floor space at the Bryant Avenue building.

Mr. Kaplan asked if Hyde graduates might need financial support in the future and whether Hyde's fundraising efforts needed to anticipate this. He referenced several school-affiliated foundations that supported students after high school. Mr. Fixler said the focus needed to be on K-12.

4. Education Committee

Ms. Dumont reported that she and Ms. Olney met and discussed what was expected from the Education Committee. She noted that the Common Core curriculum standards are multi-layered and complex and the curriculum being implemented this year at Hyde was geared to build learning frameworks as distinct from rote skills.

5. Finance Committee Report

Mr. McNamara summarized July financial performance and draft financials from the BDO financial audit that took place throughout most of August. He said the audit went well and that he expected a "clean" opinion would result.

Ms. Olney questioned whether Hyde's vacation policy for senior management should change to recognize the inability of most managers to use all their vacation prior to the end of summer while deeply engaged in planning for the coming school year. She suggested paying leadership for unused vacation in recognition of this. Board members asked what other schools did.

6. PR/Marketing Committee

There was no report from the Committee for this meeting.

7. Nominating Committee

Two potential new Trustees were discussed. Mr. Fixler hoped they would attend the September meeting.

8. Facilities Committee

Mr. Baker reported on work done to identify a replacement location for Hyde's K-8 school. He has made contact with the Director of Real Estate for the Catholic Archdiocese of New York and

a developer in the Bronx. Ms. Olney suggested that HPAC could be a valuable resource in evaluating Hyde's facility needs.

Mr. McNamara reported that the HVAC system at Bryant Avenue was functioning poorly because one of the two rooftop generators had failed and needed to be replaced. Initial estimates from DOE was this would be a $50,000 project and might not be completed until well after the hot late summer weather was over. Mr. Mehiel asked for further details on the type and size unit required and questioned whether it needed to take so long or cost so much.

9. Hyde Foundation Report

Ms. Goubourne reported that the Foundation and Hyde-Bronx were close to finalizing a contract for services.

10. Other Business

None.

The meeting adjourned at 7:55 pm.

Minutes prepared by Michael McNamara

HYDE LEADERSHIP CHARTER SCHOOL

Hyde-Bronx Trustees
HYDE Leadership Charter School
730 Bryant Avenue
New York, NY 10174
AGENDA

September 23, 2013 – 6:00 PM

1. **Approve minutes from August meeting**
2. **Education Committee**
3. **Development Discussion**
4. **Other Committee Reports**
5. **Executive Session**
6. **Public Comments**
7. **Any other business**
8. **Adjournment**

Hyde Leadership Charter School
Trustees Meeting
September 23, 2013
Minutes

Trustees Present:	Herb Fixler Wilder Baker Deborah Dumont Herb Kaplan Jeanette Melendez David Steadly
Trustees Absent:	Dennis Mehiel
Also present:	Betsy Olney, Head of School Mike McNamara, Chief Operating Officer Staci Seeley, Development Director John Gadenhire, Director of Alumni Affairs Abby Rosenswaike, Recruiting Manager Celia Sosa, High School Director Lex Zain, Middle School Director Peter Anderson, K-5 Director Gina Ahn, Data Manager (K-12) David Sachs, Guest Jennifer Burns, Hyde Foundation

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

1. August 26, 2013 meeting minutes

A motion was made and the Board unanimously approved the minutes from the August 26, 2013 meeting.

2. Education Committee

To coincide with the start of the school year, Ms. Olney asked the members of the Academic Leadership team present at the meeting to introduce themselves and then proceeded to present an overview of Hyde's evolution from its opening in 2006 through the first graduating class in 2013 and the school's academic goals for 2013-14. Olney began by presenting K-12 state testing results and discussed strategies for specific student cohorts. She then invited Ms. Rosenswaike, Recruiting Manager, to present strategies for recruiting teachers. Ms. Rosenswaike shared data on summer 2013 recruiting activities and characterized the new teachers added for the 2013-14 school year as better qualified overall than last year's cohort.

Lex Zain and Peter Anderson presented K-8 action steps for 2013-14 which included co-teachers for all 1st grade classrooms, integrated co-teaching with Special Education staff, greater use of Intervention teachers, particularly for Math instruction and a clearer alignment of K-12 curriculum.

Ms. Sosa was invited to present key initiatives for the High School and discussed the hiring of additional Math and ELA teachers and introduced John Gardenhire in the new position of Alumni Affairs Manager. Mr. Gardenhire spoke of outreach by Hyde to former students and some events he is planning for Winter Break to get Hyde alumni together—all with the goal of keeping them in college.

Finally, Ms. Olney presented K-12 action steps. Areas of focus in 2013-14 will be data-driven instruction, regular teacher observations and feedback and joy and engagement in classrooms.

3. Development Committee

Mr. Fixler reported that candidates for the Director position were being interviewed. He proposed assignments to individual Board members for fundraising categories and asked for feedback on those recommendations.

Ms. Seeley presented events on the Fall calendar including an event for the Young Professionals Committee, Visitor's day on October 9 and a Hunts Point business leaders lunch on November 13. She reported that the Simon Foundation was not in receptive to making a grant at this time and that it was focused on test results vs. school peers. Mr. Sachs offered that the school's focus on helping its High School graduates stay in college would resonate with funders and suggested a student-driven fundraising strategy he found successful for another non-profit.

4. Head of School Report

Ms. Olney reported she had just learned of the Parental Choice March which was being organized by others in the charter school community. Certain charter school leaders are concerned about the support for charter schools after the current Mayor leaves office and were looking to have 10,000 families march to show support. Ms. Olney was collecting information and viewpoints on whether Hyde should participate.

5. Finance Committee Report

There was no report from the committee.

6. PR/Marketing Committee

There was no report from the Committee for this meeting.

7. Nominating Committee

Mr. Fixler encouraged Trustees to reach out to David Sachs who is a candidate for addition to Hyde's Board.

8. Facilities Committee

There was no report from the Committee for this meeting.

9. Hyde Foundation Report

Jenn Burns represented the Hyde Foundation at this meeting and reported she would be coming to Hyde monthly and would do so on days the Board met so that she could attend Trustees meetings on a regular basis.

10. Executive Session

The Board adjourned the public portion of the meeting at 7:50 pm to consider a personnel matter. The Board returned from Executive Session at 8:15 pm and voted to adjourn the meeting.

Minutes prepared by Michael McNamara

HYDE LEADERSHIP CHARTER SCHOOL

Hyde-Bronx Trustees
HYDE Leadership Charter School
830 Hunts Point Avenue
Bronx, NY 10474
AGENDA

October 28, 2013 – 6:00 PM

1. **Approve minutes from September meeting**
2. **Vote on David Sachs Board Nomination**
3. **Financial Audit Presentation and Discussion**
4. **Development Discussion**
   - Revenue Update
   - Annual Appeal Follow Up Ideas
     - Grad Video with Email
     - Phone call
   - Holiday Card/Student Art TY notes
   - Hunts Point Business Lunch
     - Sponsorship Ideas
     - Graduation Appeal or more?
   - Corporations and Foundations
   - Volunteer Groups
     - Events and Service Opportunities
     - Leadership Council
     - Young Professionals Committee
5. **Head of School's Report**
6. **Nominating Committee**
   - **Harvard Business School volunteers**
7. **Other Committee Reports**
8. **Hyde Foundation**
9. **Any other business**
10. **Public Comments**
11. **Executive Session**
12. **Adjournment**

Hyde Leadership Charter School
Trustees Meeting
October 28, 2013
Minutes

Trustees Present:	Wilder Baker Dennis Mehiel Deborah Dumont Herb Kaplan David Steadly
Trustees Absent:	Herb Fixler Jeanette Melendez
Also present:	Betsy Olney, Head of School Mike McNamara, Chief Operating Officer Staci Seeley, Development Director David Sachs, Board of Trustee Nominee Jennifer Burns, Hyde Foundation Adam Cole, BDO Don Alcuino, BDO

With a quorum present the meeting began at 6:02 PM. In the absence of Board Chair Mr. Fixler, Mr. Baker presiding.

1. September 23, 2013 meeting minutes

A motion was made and the Board unanimously approved the minutes from the September 23, 2013 meeting.

2. David Sachs Board Nomination

Mr. Baker requested that Mr. Sachs leave the room so that the Trustees could consider his nomination to the Board. Mr. Baker summarized Mr. Sachs qualifications and interest in joining Hyde's Board and asked the Trustees present if they had any comments to share regarding the nomination. Comments were offered in support of Mr. Sachs joining the Board. Mr. Baker requested a motion on Mr. Sachs nomination. A motion was made, seconded and passed unanimously to approve David Sachs as a new Board Trustee.

3. Report of Independent Auditors

Mr. Baker introduced Mr. Cole and Mr. Alcuino who presented the results of the financial audit for the fiscal year ended June 30, 2013. Mr. Cole summarized the requirements of the independent audit, described the audit process and findings. Questions were asked by the Trustees on the various aspects of the audit findings including the cash and investment accounts,

accounts receivable and deferred rent payable. Mr. Cole and Mr. Alcuino answered these and other questions. Mr. Cole also described the audit findings for Federal grants reporting and concluded by discussing the management letter. A motion was made, seconded and unanimously approved by the Trustees present to accept the financial statements as presented. Mr. Baker thanked the BDO representatives who then left the meeting.

4. Head of School Report

Mr. Baker then introduced Ms. Olney who briefed the Board on progress on the School's Strategic Goals for the year. She referred to the presentation from last month's meeting and said that the School was focused on four key goals: alignment of curriculum with the Common Core standards, expanded teacher observations and feedback, emphasis on data-driven instruction and school culture.

Olney reported that in roughly 7 weeks so far this year, 321 teacher observations have been conducted which consist of 15 minute observations and 15 minutes of face-to-face feedback. It is challenging to schedule the observations but the feedback from teachers and administrators is very positive. Trustees asked numerous questions and endorsed the activity.

Ms. Olney recapped progress to date on implementing curriculum aligned to the Common Core. She said the curriculum was very challenging and students were having difficulty assimilating the lessons. She said that other schools were struggling with the same issues. Leadership was discussing whether to shift from the regular material to intervention versions to improve student understanding. She presented the challenges of making that shift and questioned whether it was the right course with the regular material being so newly available. She said no decision has been made on whether to shift the curriculum but some change might be coming in the second quarter.

School culture activities are proceeding well. The Middle School Fall Family Day took place on Saturday October 26 and a great program was offered. A successful High School Family Retreat also took place last weekend.

Olney asked Trustees to reserve Friday January 10 on their calendars for an Alumni event. The Manager of Alumni Affairs is organizing an event for graduates to start planning for summer internships. The details are not final but the event would hopefully involve the Board, volunteers, area businesses and others in a networking effort for summer 2014 internships.

5. Nominating Committee

Mr. Kaplan reported on a project to use the Harvard Business School's Community Partners initiative to develop new ideas for Board development. Community Partners provides pro bono consulting to non-profits on either a one-time brainstorming basis or a project basis. Mr. Kaplan prepared an application and after a conference call with Ms. Olney and representatives of Community Partners, the parties agreed that a one-time brainstorming session would be appropriate. Community Partners will request participation from among its 11,000 area alumni for a 3-hour session with representatives of Hyde's Board and school leadership. The session is to take place November 19.

6. Facilities Committee

Mr. Baker reported on a meeting with Joe Simone of Simone Development Companies, a Bronx real estate developer. Mr. Steve Gorley, a Hyde Woodstock parent, and Mike McNamara attended also. Hyde is soliciting ideas for alternative space for its K-8 school. Mr. Baker reported that Simone was not receptive to engaging in a project but referred Hyde to two Bronx area real estate brokers who could be of more assistance. Mr. Baker acknowledged the financial challenges of moving from the co-located space and that a relocation would not happen for several years at the earliest. He said Mr. Gorley might attend the November board meeting with an update.

7. Hyde Foundation Report

Ms. Burns reported her efforts have been on the family education component of Hyde's culture and said the curriculum was in good shape but the School needs to work on family participation. Burns is committed to improving the relationship between the School and the Foundation. Ms. Dumont updated the Trustees on the status of the contract renewal. Other Trustees asked about the timeline for finalizing the new agreement. Ms. Dumont says there is still a substantive open item regarding one portion of the Agreement—what is to be included in "Other Services". Ms. Burns said new language from the Foundation would be forwarded to Ms. Dumont on that.

8. Development

Ms. Seeley reported that private fundraising is off to a slow start with approximately $25,000 raised year-to-date. She described a number of activities—increased mailings, more targeted communications, Visitor's Day and then presented ideas for follow up calls and emails for the Annual Appeal. Mr. Baker reported he has an art gallery location in the East Village if Hyde wants to do a friendraiser next spring. Mr. Kaplan detailed the Hunts Point Business Lunch set for Wednesday November 11 from 12:30 to 2:00 in the Hyde high school building.

Seeley described the environment for corporate and Foundation funding as difficult due to a focus on test results by most Hyde has contacted. The School is hoping to use the upcoming High School Progress Report to target funding to its high school and alumni programs.

9. Executive Session

The Board adjourned the public portion of the meeting at 8:02 pm to consider a personnel matter. The Board returned from Executive Session at 8:46 pm and voted to adjourn the meeting at 8:47 pm.

Minutes prepared by Michael McNamara

HYDE LEADERSHIP CHARTER SCHOOL

Hyde-Bronx Trustees
HYDE Leadership Charter School
830 Hunts Point Avenue
Bronx, NY 10474
AGENDA

November 25, 2013 – 6:00 PM

1. **Approve minutes from October meeting**
2. **Development Discussion**
3. **Head of School's Report**
4. **Board Retreat Discussion**
5. **Finance Committee**
6. **Nominating Committee**
7. **Facilities Committee**
8. **Human Resources Committee**
9. **Facilities Committee**
10. **Education Committee**
11. **Hyde Foundation**
12. **Any other business**
13. **Public Comments**
14. **Board anticipates moving into Executive session to discuss an employee matter**
15. **Adjournment**

Hyde Leadership Charter School
Trustees Meeting
November 25, 2013
Minutes

Trustees Present:	Wilder Baker Herb Fixler Dennis Mehiel Deborah Dumont Herb Kaplan Jeanette Melendez David Sachs
Trustees Absent:	David Steadly
Also present:	Betsy Olney, Head of School Mike McNamara, Chief Operating Officer Staci Seeley, Development Director Craig Mills, Development Director Candidate Debbie Russo, Guest

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

1. October 28, 2013 meeting minutes

A motion was made and the Board unanimously approved the minutes from the October 28, 2013 meeting.

2. Head of School Report

Ms. Olney reported on first quarter teacher assessments and informed the Board that changes were coming to ELA instruction. As presented, the lessons were going by too quickly for students to absorb them so teachers will slow down the sequence. She reported that the Academic Dean for the Middle School was on board and the medical-leave replacement Academic Dean for the Upper Elementary School was also on board. Hyde's High School Progress Report was a "B" and there was 10% improvement in K-8 on its Progress Report—both good news but not where we want to be. 522 teacher observations were completed in the quarter.

3. Finance Committee

Mr. McNamara reported on financial operations for October and the year-to-date. He informed the Board that a full-year projection showed that Hyde would perform favorably to the budget adopted in June 2013. There was some discussion of how or whether to invest the surplus in priority areas, like Information Technology.

4. Development

The primary focus between now and year-end is following up on the Annual Appeal letters that went out in November. Board members were encouraged to follow up with phone calls soliciting donations. Ms. Seeley reported on upcoming events—December 5 Young Professionals Committee meeting and a January 10 Alumni/Volunteer event focused on helping Hyde graduates transfer school skills to the workplace.

Mr. Kaplan reported on a successful Hunts Point business leaders' lunch held at the High School. Eight businesspeople attended and the networking benefits should pay off in the future.

Ms. Olney reported that the Hunts Point Alliance for Children (HPAC) was meeting with the Robin Hood Foundation on December 11.

There was discussion following up on the Harvard Community Partners brainstorming session. The Harvard group recommended a strategic plan be developed for Board development and work should be done clarifying the Hyde Bronx "brand". It was suggested that Wilder Baker and Susan Marber could do some work on this.

5. Facilities Committee

There was no formal report. Mr. McNamara raised overcrowding in the Bryant Avenue building as an issue that should be pursued. He reported on an effort through HPAC to inform DOE of the inequitable allocation of space within the building which was inconclusive. Ms. Olney agreed to work through the school's Building Council to keep focus on the issue.

Mr. Fixler asked for an update on Information Technology. Mr. McNamara provided commentary on IT at Hyde over the last several years and the current situation. He described three projects that were undertaken since Hyde's new Managed Services Provider, Custom Computer Specialists, came on board in September. Two of the projects—file replication between Hyde's two buildings and stabilizing the issuance of IP addresses to users—had run into difficulties that were very frustrating to staff and in McNamara's opinion could have been managed better by Custom. A third project, data backup, was implemented successfully and without incident. He reported on discussions among David Sachs, Deborah Dumont and himself on IT issues. Mr. Sachs arranged a meeting with IT staff at New Canaan Country School, a comparably-sized independent school. He and McNamara were planning to visit the school and identify some best practices. McNamara also described the need for an IT Director or Manager and said the questions of whether this should be a full- or part-time position and a Hyde or contracted resource were still to be determined.

6. Human Resources Committee

Ms. Dumont reported there were no HR items to report but mentioned she is involved in Strategic Budgeting discussions with Ms. Olney, Mr. McNamara and Ms. Seeley.

7. Hyde Foundation Report

There was no representative from the Foundation at the meeting. Mr. Fixler reported that the agreement between the school and the Foundation was near completion and it would be an Agenda item for the December meeting.

8. Other Business

The December Board meeting was rescheduled for Monday December 16. It will be held at the offices of Cozen O'Connor. The Board Annual Retreat will take place on January 25 at Wilder Baker's home.

9. Public Comments

Ms. Russo thanked the Board for allowing her to observe the meeting. Mr. Mills reported his eagerness to start working at Hyde and with all the Trustees.

10. Executive Session

At 7:58 the Board voted to enter Executive Session to discuss personnel matters. The Executive Session ended at 9:02 and the Board voted to adjourn at that time.

Minutes prepared by Michael McNamara

HYDE LEADERSHIP CHARTER SCHOOL

Hyde-Bronx Trustees
HYDE Leadership Charter School
277 Park Avenue
New York, NY 10174
AGENDA

December 16, 2013 – 6:00 PM

1. **Approve minutes from November meeting**
2. **Development Discussion**
   - **Craig's first weeks**
   - **Staff Updates**
   - **YPC**
   - **Giving Update**
   - **Social Media**
   - **Board Retreat**
3. **Head of School's Report**
4. **Finance Committee**
5. **Nominating Committee**
6. **Human Resources Committee**
   - **Executive Director Search**
7. **Facilities Committee**
8. **Education Committee**
9. **Hyde Foundation**
   - **Agreement**
10. **Any other business**
11. **Public Comments**
12. **Adjournment**

Hyde Leadership Charter School
Trustees Meeting
December 16, 2013
Minutes

Trustees Present:	Wilder Baker Herb Fixler Dennis Mehiel Deborah Dumont David Steadly Herb Kaplan
Trustees Absent:	Jeanette Melendez David Sachs
Also present:	Betsy Olney, Head of School Craig Mills, Development Director Candidate

With a quorum present the meeting began at 6:00 PM, Mr. Fixler presiding.

1. Development Discussion

The Young Professionals Committee December event was a big success. The Development Department and Alumni Affairs Manager are jointly working on an event for graduated Hyde students to be held January 10, 2014. Mr. Mills is reviewing and updating Department responsibilities. He plans to increase the school's use of social media and has reached out to the Verizon Foundation. Mr. Mills reminded the Trustees to follow up on the annual campaign.

2. November 25, 2013 meeting minutes

A motion was made and the Board unanimously approved the minutes from the November 25, 2013 meeting.

3. Head of School Report

Ms. Olney reported on a number of school activities including a trip by a group of Upper Elementary students to Washington, D.C. to build two mobile gardens. There was a film festival at the High School, athletic events throughout the school and activities with seniors around leadership.

The High School is preparing for Regents testing in January. The Middle School is struggling with curriculum and morale. David Leiben and Scholastic are supporting the curriculum implementation. Olney reported some progress with Information Technology but also some continuing struggles. She informed the Trustees that there is anxiety at the school over the

Executive Director search. The Board will begin looking for ways to identify an Interim Executive Director in the event the search for a permanent replacement is not successful.

4. Finance Committee

Mr. Steadly reported that through November, the school's surplus is $83,000 favorable to budget. Hyde expects to receive the 2010 DASNY grant prior to year-end which was not budgeted. He updated the board on work being done on the school's retirement plan. He hopes there can be a seminar to educate employees on their retirement planning options.

5. Nominating Committee

There was no formal report.

6. Human Resources Committee

The Executive Director Search Committee (Mr. Fixler, Ms. Dumont and Mr. Baker) have been active. The results of the focus group sessions were distributed to Trustees. Ms. Dumont reported that she has attended meetings with Ms. Olney and Mr. McNamara regarding strategic planning prior to the formal 2014-15 budgeting process.

7. Facilities Committee

Hyde hopes to install fiber optic service to both schools and updated cabling in the Middle School over the summer break. Heat has been inconsistent on the first floor of the Bryant Avenue building. Hyde is working with the DOE Head Custodian on this issue.

8. Hyde Foundation Report

Representatives of the Board and the Foundation were to talk December 17 to finalize the Agreement.

9. Other Business

Mr. Kaplan voiced his recommendation that the Trustees continue to discuss Board development.

10. Public Comments

None.