HYDE LEADERSHIP CHARTER SCHOOL

Board of Trustees Meeting Agenda
Saturday January 9, 2016
410 Hollow Tree Ridge Road, Darien CT 06820
January 9, 2016 – 9:00 AM

1. **Approve minutes from December 14, 2015 meeting**
2. **Board Growth and Development**
3. **Partnership with Hyde Foundation**
4. **Teacher Stability**
5. **Keeping the Character Culture Alive**
6. **Leadership Growth and Continuity**
7. **Bryant Avenue Facility**
8. **High School Facility**
9. **Public Comments**
10. **Adjournment**

Hyde Leadership Charter School
Trustees Meeting
January 9, 2016
410 Indian Trail Ridge Rd, Darien CT
Minutes

Trustees Present:	Herb Fixler Herb Kaplan David Steadly Maureen Singer Oz Hanley Wilder Baker Dennis Mehiel
Trustees Absent:	Deborah Dumont Jeanette Melendez Rob Kramer
Also present:	Thomas Sturtevant, Executive Director Michael McNamara, Chief Operating Officer Joanne Goubourn, Hyde Foundation Cindy Warnick, Hyde Woodstock School

With a quorum present the meeting began at 9:05 AM, Mr. Fixler presiding.

1. December 14, 2015 meeting minutes

A motion was made, seconded and unanimously approved by the Trustees present to approve the minutes from the December 14, 2015 Board meeting.

2. Strategic Review

Mr. Fixler set the stage for the Board meeting by explaining the meeting would follow a different format dispensing with regular committee reports and would instead focus on key short- and long-term issues affecting the school.

Board growth and development:
Mr. Baker stated his belief that the board lacks professional in public relations. Opportunities to promote ourselves in positive ways but expertise does not currently exist on the board.

Mr. Fixler suggested school needed a politically-connected South Bronx member.

Mr. Steadly stated that the Bronx is still a largely forgotten borough and has more difficulty than other low-income areas attracting charitable activity. He believes the most logical board members for Hyde-Bronx are through the Hyde Foundation and the Hyde boarding schools.

They should provide trustees (HAPAs and Hyde graduates). Fixler responded this has been an issue over many years.

Sturtevant asked the trustees to first identify the characteristics desired in new trustees. (Money, mission-driven,etc.)

Mr. Steadly said he has not asked anyone to join the board because his contacts resist the give/raise money constantly.

Mehiel said we need skills + money in the same person. Skill without money not worth 'burning a board seat'. Skills are definitely needed—in legal, real estate, finance, etc. but skills alone will not complete the desired board member profile. The school needs a steady stream of fundraising to close the gap between State and Federal revenues and the funds needed to support mission-driven activities and higher teacher pay. Former Hyde parents fit this profile.

Mr. Hanley wonders if we need rich people on the board or committed people on the board who can find people with money.

Fixler says current make up is people committed to the mission. He wouldn't want 'money only' people. Mehiel said this was up for discussion. What's wrong with someone not super-committed, wouldn't come to board meetings, but would write big checks.

Singer said it keeps coming back to professional fundraiser. Could be committed or not.

Fixler says there is a leadership council for people like this. This council is for individuals who don't want to be on the board but will give. Not a great success except for one individual. Baker said we should do an annual retreat for these guys. Fixler says we should celebrate this group, bring them together.

Steadly says PR should be focused on recruiting teachers and getting us in to graduate schools.

Mr. Baker says we can't lose sight of individuals but Foundations are where the big money is. Kaplan disagrees.

Mr. Sturtevant said best play is people connected to Hyde, committed to public education generally, and wealthy.

Mr. Hanley says individual giving is tied to relationship with the board trustee as an individual, not the school.

Singer asked ow do you systematically engage people with money?

Fixler says best candidate is one who retired in PR business so can approach former, not current, clients.

Hyde Foundation

Fixler says current contract is being 'radically modified'. What can Hyde Foundation do for us at this point? And what can Hyde Bronx do for the Hyde Foundation? He asked Ms. Goubourne to speak to this. Big component is 'delivery' to Hyde Bronx of new Board members.

Ms. Goubourne says progress from past where there was a firewall between HAPAs and Hyde Bronx. Ms. Goubourne now can speak to individuals she thinks would be a good fit. Finally a sense we are all moving together for same thing—serve more kids, more families. Big issue is capacity at the Foundation. Ms. Goubourne needs more clarity on what Hyde Bronx is asking of the Foundation. Fixler replied that the Hyde Foundation's 50th anniversary will have a lot of people. Allow Hyde Bronx a 30-45 minute opportunity to speak to them. Ms. Goubourne—there will be 'something' about the public schools at the 50th anniversary. Need to celebrate public school effort. Kaplan says this is consistent with Joe Gauld's national vision of Hyde. Ms. Goubourne—what is the event? Is it a presentation? Is it more than that? Malcolm says let me know what you want to do.

Mr. Sturtevant stated we need to find money for things public school funds don't fund. Ms. Goubourne don't think we'd make a presentation and ask for money—another fundraising effort is going on by boarding schools. Joe Gauld always believed his vision should be available to anyone (private or public).

Ms. Goubourne ask this board to truly reconsider its relationship with Hyde Foundation. Hyde Foundation is trying to have a bigger impact on public education. Ms. Goubourne stated she has heard Sturtevant say Hyde Bronx is the best example of an urban Hyde model. She accepts this in general. Ms. Goubourn stated the contract between the Foundation and Hyde Bronxis not an arms-length agreement for services. Mr Handley pressed on this. What would be different in the agreement specifically? Ms. Goubourn replied that public Hyde schools should be fed by bigger vision. Research, articles, etc. She didn't have a definitive answer and asked the Trustees to help shape that.

Mr. Kaplan asked what is the mission of Hyde Foundation? Ms. Goubourne replied it is to bring Hyde vision to more kids. Mr. Fixler if this meant through more charter schools. Ms. Goubourne said that for right now, the Foundation is stopping to shore up what we've got. Haven't put a new charter out there. She stated that current academic performance at schools doesn't warrant charter expansion

Mr. Fixler asked if there any thought of revenue sharing toward Hyde Foundation from Hyde Bronx? Ms. Goubourne replied Foundation fundraising would have a box to direct money to public schools. Mr. Sturevant suggested the Foundation give thought to shifting Hyde Foundation role from instructional support to board development support.

Teacher retention and stability

Mr Fixler said two things. Leadership (which we have a lot of) and money. Has turnover gotten worse? Or stayed the same? What do the data say? **[MAC FOLLOW UP]**

Mr. Sturtevant: Teacher competition from DOE, other charters, higher labor costs.
Mr. Baker: what can we offer in professional development? Doesn't it matter?
Mr. Sturtevant: Teacher retention committee: Support individual teachers' individual development needs. Bigger picture—teachers who are successful stay. Virtuous cycle.
Mr. Baker: Is there a common thread for unsuccessful teachers? Mr. Sturtevant: Yes. Lack of ability to manage the classroom. Greater focus on academic outcomes putting pressure on them too. Mission-aligned staff stay. Demanding and limited market.

Mr Fixler said hiring practices in the past haven't been as successful as they should have been. What are doing to improve that? Don't have Recruitment director right now, what are we changing in recruitment process?
Mr. Sturtevant: Staff in it for the long haul identify with our community and are aligned with the mission.
Mr Fixler said Single most issue is pay scale?
Mr. Sturtevant: Yes. Need to look at how to do better with fewer staff. Board can help identifying our unique characteristics.
Mr. Baker: Go back to individual giving…have individuals underwrite specific staff PD ideas.

Keep Character Culture Alive

Mr Fixler said Hyde culture is the reason trustees are here and underpins everything at the school. Hasn't spent enough time at the school to have his own data to state Hyde culture is alive at the school. Just doesn't know. Mr. Hanley agreed.

Mr. Hanley: Have FED department report to the board.
Mr. Sturtevant: Come to Discovery night.
HK: Forum to talk to teachers? Students?
Mr. Sturtevant: Board needs to operate at a higher level. Could talk to students but due to governance, reporting relationships…board shouldn't meet with teachers.
Ms. Singer: Heard about Hyde through Staci and YPC. She came to YPC/student session about college application process. YPC more engaged with the school. Board engagement less tangible. More strategic at Board level.
Mr. Sturtevant: What about sending monthly calendar to board with activities they could attend?

Leadership Growth and Continuity

Mr. Fixler: Board should be thinking about this. Tom should discuss what current players might be candidates to replace him and how should we help them develop?
Mr. Sturtevant: 3 candidates for ED. HS candidates exist. No viable internal candidates for ES, Ms. Singer Director, COO.
Mr. Fixler: How do we develop ED skills in key staff?
Mr. Sturtevant: Great question. Need to think about it?
Mr. Hanley: What would happen if Tom disappeared tomorrow?
Mr. Sturtevant: first, ask Celia.
Mr. Fixler: Acting ED (someone from within), hire the search firm….Tom should designate who his interim replacement should be and let the Board know.

Long Range

Mr. Fixler: Wholly-owned sub of Civic owns the building. Financing was provided by Civic, LIIF and Goldman. Lots of ways we could refinance a takeout—bonds…
Mr. Hanley: We should be able to find mortgage (recorded).

Bryant Avenue:
Mr. Fixler: No great ideas. Sturtevant and McNamara should put together a list of things in the building we want. Maybe we can find someone to pay attention.

Board Survey

Mr. Fixler disseminated and led a discussion of the Trustee's self-assessments of the Board's effective across a range of topics. Trustees generally challenged themselves to do better on determining a cohesive fundraising strategy but felt they met or exceeded their obligations on fiduciary responsibility, school leadership performance and strategic vision.

3. Public Comments

None.

4. Adjournment

There being no further business, the meeting was adjourned at 12:55 pm.

Minutes prepared by Michael McNamara

HYDE LEADERSHIP CHARTER SCHOOL

Board of Trustees Meeting Agenda
830 Hunts Point Avenue
Bronx, NY 10474
February 22, 2016 – 6:00 PM

1. **Approve minutes from January 9, 2016 meeting**
2. **Executive Director's Report**
3. **Development Committee**
4. **Finance Committee**
5. **Human Resources Committee**
6. **Marketing/PR/Advertising Committee**
7. **Facilities Committee**
8. **Education Committee**
9. **Government Relations Committee**
10. **Hyde Foundation**
11. **Any other business**
12. **Public Comments**
13. **Executive Session**
14. **Adjournment**

Hyde-Bronx Trustee Meeting Minutes
Hyde Leadership Charter School
Trustees Meeting
February 22, 2016
830 Hunts Point Avenue Bronx NY 10474
Minutes

Trustees Present:	Herb Fixler Deborah Dumont Maureen Singer Oz Hanley Jeanette Melendez Dennis Mehiel Wilder Baker
Trustees Absent:	Herb Kaplan David Steadly
Also present:	Thomas Sturtevant, Executive Director Josh Williams, Director of Development and Communications

With a quorum present the meeting began at 6:06 PM, Mr. Fixler presiding.

1. **January 9, 2016 meeting minutes**

   A motion was made, seconded, and unanimously approved by the Trustees present to approve the minutes from the January 9, 2016 Board meeting.

2. **Executive Director's Report**

   Mr. Sturtevant discussed the success of Hyde's summer learning programs, including data regarding students' literacy growth over summer months. Mr. Sturtevant noted the importance of quality teachers, structured curriculum, and inquiry-based methods of instruction allowing for student choice. Mr. Sturtevant also identified that attendance rates at Hyde's 2015 summer program met or exceeded both prior year's attendance and the New York City summer school attendance average. Members of the Board recommended that this positive information be communicated with Hyde teachers and families.

   Mr. Sturtevant informed the Board that Hyde Elementary School Director Peter Anderson has accepted a position with Washington Latin Public Charter School in Washington D.C. for

the 2016-2017 school year. Hyde will be using this transition as an opportunity to engage teachers and parents in the search for a new Elementary School Director.

Mr. Sturtevant reported that the Department of Education will likely visit Hyde in March for its annual site visit; details are still pending. Hyde's request for additional enrollment is also still under consideration at the State Department of Education.

Mr. Sturtevant reported that Laura Troy has been promoted to Director of Recruitment. Ms. Troy has years of experience as a Hyde High School math teacher and department head. She has effectively transitioned into her new role.

Mr. Sturtevant informed the Board of a recent incident during Hyde's 4th and 5th grade students' recess, in which a flasher outside of the playground fence approached a small group of children and revealed himself. Hyde school leaders worked with the police and other schools in the building to ensure the safety of all children. A shelter in drill was conducted February 26 building wide to reinforce protocols for potentially dangerous situations outside the school building. Mr. Sturtevant reported that we will continue to coordinate with the other schools in the building on our on-going safety planning and practice.

3. Development Committee

Mr. Williams showed YTD January results. He indicated that while fundraising started strong for the year, November through December fundraising was lower than expected. Mr. Williams expressed that while foundation and grant giving was up for the year, individual and board giving was below expected. Mr. Fixler encouraged the Board to finish strong and to make contributions to the school.

Mr. Williams reported on recent development activity, including a $50,000 gift from The Frances L. & Edwin L. Cummings Memorial Fund that was recently received for support of Hyde's Kindergarten ICT program. He updated the trustees on other development and communications activity, such as an outstanding grant request to The AthLife Foundation, personalized thank you notes that were delivered to all donors, and upgrades to the website.

Mr. Fixler encouraged Hyde to create a short promotional video that articulates the mission and the success of the school.

Mr. Fixler, Ms. Singer, and Mr. Baker volunteered to form a Website Committee to provide feedback and ideas regarding the new Hyde website currently under construction.

4. Finance Committee

In Mr. McNamara's absence, Mr. Sturtevant reported that January results were in line with recent months' performance. He also conveyed a note from Mr. McNamara, "Hyde received a payment from DOE this morning of $2,588,180. This is the 5th of 6 bi-monthly payments for General Education and Special Education services in FY16. The payment is down $1,696 from the last one. General Education enrollment is at 934 students—below Hyde's current 940 cap. The school is not taking new students so that will carry forward. Special Education revenue is up as Liz Springer, Director of the Special Education Department, continues to get approval for Special Education services for students who need them."

5. **Human Resources**

No report.

6. **Marketing/Advertising/Public Relations Committee**

No report.

7. **Facilities Committee**

No report.

8. **Education Committee**

Mr. Fixler requested an update regarding an earlier Trustee meeting, in which attending Hyde parents expressed concern over a variety of issues, including school uniform policies, the clarity of communications, and support for new teachers. Mr. Sturtevant indicated that these issues are currently being resolved by School Directors and that the Parent Council has been established as a forum for responding to parent concerns.

9. **Government Relations**

No report.

10. **Hyde Foundation**

No report.

11. **Other Business**

None.

12. Public Comments

None.

13. **Executive Session**

N/A

14. Adjournment

There being no further business, the meeting was adjourned at 7:34 pm.

Minutes prepared by Josh Williams.

HYDE LEADERSHIP CHARTER SCHOOL

Board of Trustees Meeting Agenda
830 Hunts Point Avenue
Bronx, NY 10474
March 21, 2016 – 6:00 PM

1. **Approve minutes from February 22, 2016 meeting**
2. **Executive Director's Report**
3. **Development Committee**
4. **Finance Committee**
5. **Human Resources Committee**
6. **Marketing/PR/Advertising Committee**
7. **Facilities Committee**
8. **Education Committee**
9. **Government Relations Committee**
10. **Hyde Foundation**
11. **Any other business**
12. **Public Comments**
13. **Executive Session**
14. **Adjournment**

Hyde-Bronx Trustee Meeting Minutes
Hyde Leadership Charter School
Trustees Meeting
March 21, 2016
830 Hunts Point Avenue Bronx NY 10474
Minutes

Trustees Present:	Herb Fixler Herb Kaplan Deborah Dumont Maureen Singer Oz Hanley Dennis Mehiel Wilder Baker David Steadly
Trustees Absent:	Jeanette Melendez
Also present:	Thomas Sturtevant, Executive Director Mike McNamara, Chief Operating Officer Josh Williams, Director of Development and Communications Richard Romanoff, Nebraskaland, Chief Executive Officer Florentina Cruz, Hyde Parent Larry Cruz, Hyde Sibling Rumina Munoz, Hyde Parent

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

1. **February 22, 2016 meeting minutes**

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

2. **Executive Director's Report**

   Mr. Sturtevant discussed the progress that has been made in the search for an Elementary School Director for the 2016-2017 schoolyear. Mr. Sturtevant has collaborated with Hyde parents, teachers, staff, and the Board to create a position description and summary of the key characteristics the school is seeking in its new ES Director, and is now working with Hyde's

Director of Recruitment, Senior Leadership Team, and the global search firm Carney, Sandoe, and Associates, in recruiting qualified candidates.

Mr. Sturtevant also indicated that in the process of considering the elementary school senior leadership opportunity, a decision was made to re-configure the Hyde elementary and middle school divisional structures; in 2016-2017 Hyde Elementary School will serve students in kindergarten through 3rd grade, and Hyde Middle School will serve students in 4th through 8th grade. This change will balance the weight of each school division, align better with the physical space in the building, ensure that each school director is empowered to be physically present within their school, and create a more logical, welcoming environment for Hyde families.

Mr. Sturtevant welcomed the input of Hyde parents Ms. Florentina Cruz and Ms. Rumina Munoz, who had come to speak to their hopes and ideas for the school, as summarized in the Public Comments portion of the minutes.

Mr. Sturtevant distributed a report from the Hyde High School college office, including updates on Hyde graduates' college matriculation rates and college persistence rates. The report noted that as of March 21, 2016, 95% of Hyde's Class of 2016 has applied to college and 89% of applicants have been accepted into one or more colleges. Mr. Sturtevant mentioned that SAT preparation has become more of a focus for Hyde High School, as this exam is a key pathway for opportunity.

Board Trustee Deborah Dumont inquired if the school has any interest in providing additional practice tests to students throughout the schoolyear. Mr. Sturtevant communicated the school's commitment to its current testing systems, including consistent application of the nationally-normed NWEA assessment, and expressed hesitancy to over-test students throughout the year.

Mr. Sturtevant summarized an elementary school project in which Hyde students collaborated to replicate the Empire State Building in Legos, using this as an example for strong, inquiry-based academic instruction. Mr. Sturtevant also reviewed the recent Hyde High School Senior Retreat, in which a majority of Hyde's Class of 2016 attended an off-site retreat to discuss their personal growth, progress, and visions for themselves.

Mr. Sturtevant communicated that the school had not yet received word regarding its request to the Board of Regents for additional enrollment spaces, but he expected after the March or April Board of Regents meetings. Mr. Sturtevant also expressed that the NYC Department of Education will not be physically visiting the school this year for its annual review, but will be completing a remote review, or "desk audit".

3. **Development Committee**

Mr. Williams showed YTD February results. He reminded the Board that while foundation and corporate giving has been strong, working to meet fundraising goals across all funding categories is critical, including individual and Board giving. Mr. Williams also indicated that Board fundraising totals would increase markedly in March, due to the recent generosity several board members.

Mr. Williams reported on recent development activity, including a $5,000 gift from The AthLife Foundation that was recently approved for support of Hyde's student-athletes. He updated the Trustees on other development and communications activity, such as an outstanding grant request to City Council, a letter of inquiry distributed to The Charles Hayden Foundation, upgrades to the website, as well as upcoming fundraising and promotional events.

Mr. William suggested Hyde host a Spring Open House in May and the Board unanimously approved.

Hyde Board Chair Herb Fixler suggested that when a working version of the Hyde website is ready, the Board should be provided a demonstration. Mr. Williams agreed.

4. **Finance Committee**

Mr. McNamara reported that February's financial results were consistent with the school's performance year-to-date. Mr. McNamara projected that the school would have a favorable budget variance of approximately $500,000 for the fiscal year.

5. **Human Resources**

Ms. Dumont reported that she has been in collaboration with Mr. Sturtevant in the search for a new Elementary School Director, including conversations with teachers and staff regarding the needs of the elementary school and distinct characteristics desired of its incoming leader.

6. **Marketing/Advertising/Public Relations Committee**

No report.

7. **Facilities Committee**

No report.

8. Education Committee

Ms. Dumont reported that she and Mr. Sturtevant recently conducted a school visit with Cynthia McCallister, an early childhood education professor at New York University, in order to review the pedagogical practices of Hyde Elementary School. Ms. McCallister, Ms. Dumont, and Mr. Sturtevant discussed best practices in promoting "Learning Cultures", a student-centered approach to learning.

9. Government Relations

Mr. Mehiel reported that Hyde High School recently invited a variety of local political leaders to attend its Hunts Point 2030 Community Discussion to be held on Friday, April 8th. The event will be an opportunity for Hyde students to discuss with local political and CBO leaders the future of the Hunts Point community. Mr. Mehiel and Mr. Williams are currently reaching out to local political leaders, such as the Office of Borough President Ruben Diaz, to invite them to the event.

10. Hyde Foundation

No report.

11. Other Business

Mr. Hanley reported that he will be attending the Hyde School 50th Anniversary Celebration on Saturday, June 4th. Mr. Hanley and Mr. Williams are collaborating on information to present to the guests of the boarding school event, as a means to encourage further collaboration and support among the schools.

12. Public Comments

Hyde parents Florentina Cruz and Rumina Munoz were present, as well as Hyde sibling Larry Cruz, who acted as translator. At Mr. Sturtevant's invitation, Ms. Cruz and Ms. Munoz communicated their hopes for the new Hyde Elementary School Director and ideas for strengthening the school. Ms. Cruz and Ms. Munoz expressed a desire for the school to continue to hire excellent teachers committed to Hyde's long-term mission, to continue investing in student-family-teacher relationships and communication systems, and to offer additional supports for Hyde families so that they are best able to support students' academic growth.

Mr. Sturtevant and the Board thanked Ms. Cruz and Ms. Munoz for their thoughtful feedback. Mr. Sturtevant indicated that the Hyde Senior Leadership Team is currently working on these important initiatives, including high-quality teacher recruitment and retention, best practice communication systems, and skill-building Family Education Department events.

13. **Executive Session**

The Board of Trustees went into Executive Session at 8:20 pm to discuss a personnel matter.

14. Return From Executive Session

The Board of Trustees returned to Open Session at 8:50 pm.

15. Adjournment

There being no further business, the meeting was adjourned at 8:50 pm.

Minutes prepared by Joshua Williams.

HYDE LEADERSHIP CHARTER SCHOOL

Board of Trustees Meeting Agenda
830 Hunts Point Avenue
Bronx, NY 10474
April 18, 2016 – 6:00 PM

1. **Approve minutes from March 21, 2016 meeting**
2. **Nominating Committee**
3. **Executive Director's Report**
4. **Development Committee**
5. **Finance Committee**
6. **Human Resources Committee**
7. **Marketing/PR/Advertising Committee**
8. **Facilities Committee**
9. **Education Committee**
10. **Government Relations Committee**
11. **Hyde Foundation**
12. **Any other business**
13. **Public Comments**
14. **Adjournment**

Hyde-Bronx Trustee Meeting Minutes
Hyde Leadership Charter School
Trustees Meeting
April 18, 2016
830 Hunts Point Avenue Bronx NY 10474
Minutes

Trustees Present:	Herb Fixler
	Herb Kaplan
	Deborah Dumont
	Maureen Singer
	Wilder Baker
	Jeanette Melendez
Trustees Absent:	Oz Hanley
	Dennis Mehiel
	David Steadly
Also present:	Thomas Sturtevant, Executive Director
	Mike McNamara, Chief Operating Officer
	Josh Williams, Director of Development and Communications
	Joanne Goubourn, Executive Director, Hyde Foundation
	Richard Romanoff, Guest
	Ting Chen, Young Professionals Committee

With a quorum present the meeting began at 6:03 PM, Mr. Fixler presiding.

1. **March 21, 2016 meeting minutes**

   A motion was made, seconded, and unanimously approved by the Trustees present to approve the minutes from the March 21, 2016 Board meeting.

2. **Finance Committee**

   Mr. McNamara reported that Hyde's medical renewal from Tri-Net will be a 10.6% increase from the prior year, an increased cost of approximately $100,000. The school will be increasing both employee and employee premiums by this percentage to account for the change, and the school will be renewing with Tri-Net on July 1st.

Mr. McNamara reported that the school experienced a negative financial variance in the month of March due to building renovations and repairs, costs that will be reimbursed by a grant awarded by the State University of New York.

3. Executive Director's Report

Mr. Sturtevant reported on faculty retention. Mr. Sturtevant noted that teachers will be receiving their offer letters on Friday, April 22nd and indicated that a larger proportion of teachers are expected to return than in prior years. Mr. Kaplan suggested that Mr. Sturtevant meet personally with individual teachers uncertain of their plans to return, as an effort to positively influence their decision.

Mr. Sturtevant reported on the school's search for a new Elementary School Director. Mr. Sturtevant noted that he and the staff advisory committee are excited about the candidates under review, and that 3 finalists are under consideration. Following the school's spring break, candidates will visit the school, interview with staff and undergo performance tasks aligned to the roles and responsibilities of school director. Mr. Sturtevant indicated that the school's goal is to have a hiring decision made by the end of May.

Mr. Sturtevant reported that the grades 3 - 8 state tests are now complete and that Hyde teachers feel positive about students' performance. Mr. Sturtevant noted that 6 students and their families chose to opt-out from taking the tests, a small fraction of Hyde's grades 3-8 population. Mr. Sturtevant also reported that politically, the Department of Education appears to be leaning away from high stakes exams.

Mr. Sturtevant mentioned that the school is evaluating its schedule for next school year, and is considering a revised structure in which the official school day ends at 3:00 pm, providing more time for teachers to plan, for clubs, and for targeted enrichment/intervention.

Mr. Sturtevant noted that Ms. E is currently working with a parent group to identify a brick-and-mortar store for the sale of Hyde-Bronx uniforms.

Mr. Sturtevant reported that discipline challenges have tangentially impacted Hyde students; MS 424 student fights have been on the rise and a shooting in the neighborhood was also recently reported. Mr. Sturtevant expressed that he and other members of Hyde's Senior Leadership Team are in regular communication with school security and MS 424 school leaders in a shared effort to keep students safe.

4. Development Committee

Mr. Williams showed YTD March results. He encouraged the Board to meet their personal commitments to charitable giving, and to inspire their "Last Year But Unfortunately Not This Year" colleagues to make year-end contributions.

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. As a result, Mr. Williams noted that he expects corporate giving to increase by year-end.

Mr. Williams updated the Trustees on other development and communications activity, such as an outstanding grant request to City Council, a letter of inquiry distributed to The Charles Hayden Foundation, upgrades to the website, as well as upcoming fundraising and promotional events.

Mr. Williams inquired who should be invited to graduation; the Board recommended that all donors and supporters should be provided with an invitation to Hyde-Bronx's graduation ceremony in June.

5. Human Resources

Ms. Dumont complemented the Executive Director's report, indicating that finalists for the Elementary School Director search will be interviewed following the school's spring break.

6. Marketing/Advertising/Public Relations Committee

Mr. Williams noted that D'Arrigo Bros. Co. of New York will be visiting Hyde-Bronx on Tuesday, May 17th in an effort to highlight their ongoing support of the school.

7. Facilities Committee

Mr. Sturtevant noted that the 4th floor of 730 Bryant Avenue is being painted over the summer. This project will be completed in an effort to distinguish the new Hyde Middle School, serving students from 4th through 8th grade.

8. Education Committee

No report.

9. Government Relations

Mr. Williams reported that Councilmember Salamanca has been invited to visit Hyde-Bronx with Matthew D'Arrigo on May 17, 2016. Mr. Williams will inquire with Councilmember Salamanca about the status of Hyde-Bronx's $10,000 discretionary funding request at that time

10. Hyde Foundation

Ms. Goubourn reported that Oz Hanley will be present at the Hyde-Bath 50th anniversary on June 2nd and will present the progress of Hyde-Bronx.

Ms. Goubourn noted that Hyde-Bronx conducted its first Hyde Alumni Parents Association meeting. The group is interested in fundraising for the school and providing their feedback on post-secondary success.

Ms. Goubourn expressed that the Hyde School in New Haven is currently changing its name to Creed Health and Sport Sciences High School.

11. Other Business

No report.

12. Public Comments

Ms. Chen inquired about how Hyde-Bronx selects students for its Saturday Academy. Mr. Sturtevant indicated that Saturday Academy was established as a targeted intervention for children approaching proficiency in math and ELA, and that the program was offered as a voluntary option for children and their families.

13. Adjournment

There being no further business, the meeting was adjourned at 7:40 pm.

Minutes prepared by Joshua Williams.

HYDE LEADERSHIP CHARTER SCHOOL

Board of Trustees Meeting Agenda
830 Hunts Point Avenue
Bronx, NY 10474
May 23, 2016 – 6:00 PM

1. **Approve minutes from April 18, 2016 meeting**
2. **Nominating Committee**
   - **Richard Romanoff Trustee Candidacy**
3. **Executive Director's Report**
   - **FY17 School Day Hours of Operation**
4. **Finance Committee**
   - **FY17 Budget**
5. **Development Committee**
6. **Human Resources Committee**
7. **Marketing/PR/Advertising Committee**
8. **Facilities Committee**
9. **Education Committee**
10. **Government Relations Committee**
11. **Hyde Foundation**
12. **Any other business**
13. **Public Comments**
14. **Adjournment**

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 1st 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 25th, 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 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 50th Anniversary the weekend of June 4th. 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.

HYDE LEADERSHIP CHARTER SCHOOL

Board of Trustees Meeting Agenda
830 Hunts Point Avenue
Bronx, NY 10474
June 27, 2016 – 6:00 PM

1. **Approve minutes from May 23, 2016 meeting**
2. **Executive Director's Report**
3. **Finance Committee**
   - **FY17 Meeting Calendar**
4. **Development Committee**
5. **Human Resources Committee**
6. **Marketing/PR/Advertising Committee**
7. **Facilities Committee**
8. **Education Committee**
9. **Government Relations Committee**
10. **Hyde Foundation**
11. **Any other business**
12. **Public Comments**
13. **Adjournment**

Hyde-Bronx Trustee Meeting Minutes
Hyde Leadership Charter School
Trustees Meeting
June 27, 2016
830 Hunts Point Avenue Bronx NY 10474
Minutes

Trustees Present:	Herb Fixler
	Herb Kaplan
	Oz Hanley
	Wilder Baker
	David Steadly
Trustees Absent:	Deborah Dumont
	Dennis Mehiel
	Maureen Singer
	Jeanette Melendez
	Richard Romanoff
Also present:	Thomas Sturtevant, Executive Director
	Amaris Obregon, Elementary School Director
	Josh Williams, Director of Development and Communications
	Michelle Lopez, Charter School Business Management
	Ruth Jarmul, Guest

The meeting began at 6:05 PM, Mr. Fixler presiding.

1. **May 23, 2016 meeting minutes**

   A motion was made, seconded, and unanimously approved by the Trustees present to approve the minutes from the May 23, 2016 Board meeting.

2. **Executive Director's Report**

   Mr. Sturtevant updated the Board regarding the progress of the school's initiative to modify the timing of the school day in 2016-2017. Mr. Sturtevant reported that the Department of Education approved the change in schedule and the bus logistics have been worked out; in 2016-2017 the K-12 school day will run from 8:00 am – 3:10 pm

Mr. Sturtevant provided updates regarding charter-related activity in the New York state government. Mr. Sturtevant reported that charter schools have a one-time opportunity to change authorizers, and also that recent legislation was passed allowing SUNY-authorized charters to modify operational regulations. The language and implications surrounding this legislation has been vague, and the school will continue to be attentive to new developments.

Mr. Sturtevant summarized the success of the school, as evidenced by Hyde-Bronx's graduation ceremony on June 25, 2016. 94% of the Class of 2016 graduated on time, and their speeches included themes of independence, growth, and social justice. Mr. Sturtevant remarked that Celia Sosa (High School Director) has done an excellent job this year. He also noted that the Class of 2016 had the highest rate of Advanced Regents diplomas of any Hyde-Bronx class to date (17%). Mr. Sturtevant noted that 95% of the gradates have enrolled in college, and that the Alumni Affairs team will provide a more thorough report on alumni progress at the July Board meeting.

Mr. Sturtevant reported that, at the middle school level, 100% of 8th graders took 3 Regents level classes – Algebra, U.S. History, and Living Environment. Approximately 40% of 8th grade students earned college-ready scores on their U.S. History and Living Environment exams, doubling the total number of 8th grader students achieving this. Hyde Middle School continues to push rigor and higher-level skills to prepare students for college and for life.

Mr. Sturtevant introduced Hyde Elementary School Director Amaris Obregon, who will be leading the school in 2016-2017 and recently completed her 5th day as a team member. Mr. Sturtevant then invited Ms. Obregon to share her experiences as an educator, and what attracted her to Hyde-Bronx.

Ms. Obregon gave a brief summary of her work and life experience, including roles as an elementary school teacher, counselor, charter school consultant, school leader, and most recently, Director of Teaching and Learning at an international school in Sao Paulo, Brazil. Ms. Obregon conveyed her excitement to be joining the team, as well as the key opportunities for growth she sees in the school.

Mr. Sturtevant remarked on the status of Hyde's Signature Practices. Mr. Sturtevant reported that this year Hyde-Bronx has continued to authentically employ numerous Signature Practices, including concern meetings, EEMO (effort) rubrics, faculty evaluations, senior evaluations, admissions interviews, and more.

Mr. Sturtevant concluded his report by noting that, as a component of the strategic planning process, he is considering how to best promote a school culture in which students take ownership over Hyde-Bronx's character culture.

3. Finance Committee

Ms. Lopez 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 May 2016.

Ms. Lopez pointed out that while the Medical Insurance line item appears at a budget deficit for the month, this is primarily attributable to the timing of premium payments.

Ms. Lopez noted that the school's finances are in good condition as the business team works to close out the year, and that based on her experience working with other charter schools via her organization, Hyde-Bronx has impressive, highly-functioning systems, including appropriate paperwork.

4. Development Committee

Mr. Williams showed YTD May results. He projected that the fundraising totals for the year would exceed the annual fundraising target, based on Board giving commitments. Mr. Williams noted that while May contributions appeared below average, a substantial deposit was made in the 1st week of June, which included the majority of these contributions.

Mr. Williams reported that the school was recently approved of a $5,000 grant from The New Yankee Stadium Community Benefits Fund, as well as a $5,000 contribution for the New York City Council, both in support of Hyde-Bronx's summer programs. Mr. Williams indicated that he is currently completing the necessary forms and coursework in order to ensure that Hyde-Bronx receives funds from the City Council.

Mr. Williams noted that the school raised $23,300 from local business in support of the school's graduation program campaign. Mr. Williams indicated that this was a substantial increase from years past, and that in addition to gifts from new companies, many of the companies supporting the school have increased their tiers of giving.

Mr. Williams reported that a revised school website is currently being constructed by Rodriguez Valle Creative, a website design firm. A draft of the website will be available to test in the 1st week of July, and the website will go live by July 31, 2016.

In addition to upcoming communications, Mr. Williams indicated that he plans to submit a variety of grant requests, including proposals to The Hyde and Watson Foundation and The Bronx Rotary Club.

5. **Human Resources**

No report.

6. **Marketing/Advertising/Public Relations Committee**

No report.

7. **Facilities Committee**

Mr. Steadly reported that the Class of 2016 signatures plaque would be installed over the summer.

8. **Education Committee**

No report.

9. **Government Relations**

Mr. Fixler encouraged the school to invite local political leaders, such as Borough President Ruben Diaz, Jr., State Senator Reverend Ruben Diaz, Sr., and City Council Member Rafael Salamanca, Jr., to attend the Hyde-Bronx 10th anniversary celebration on Saturday, October 15th.

10. **Hyde Foundation**

Mr. Fixler reported that Hyde-Bronx and the Hyde Foundation are currently negotiating their partnership agreement.

11. **Other Business**

Mr. Hanley reported on his visit to the Hyde-Bath 50th Anniversary Celebration. Mr. Hanley indicated that he was able to speak with approximately 45 people about the success of Hyde-Bronx, and that a handful of guests indicated an interest in supporting the school. Mr. Hanley will continue to cultivate these relationships.

12. **Public Comments**

Ms. Jarmul expressed her appreciation for the school, and encouraged the school to continue its efforts to empower children and families in the South Bronx.

13. Adjournment

There being no further business, the meeting was adjourned at 7:40 pm.

Minutes prepared by Joshua Williams.

HYDE LEADERSHIP CHARTER SCHOOL

Board of Trustees Meeting Agenda
830 Hunts Point Avenue
Bronx, NY 10474
July 25, 2016 – 6:00 PM

1. **Approve minutes from June 27, 2016 meeting**
2. **Executive Director's Report**
3. **Finance Committee**
4. **Development Committee**
5. **Human Resources Committee**
6. **Marketing/PR/Advertising Committee**
7. **Facilities Committee**
8. **Education Committee**
9. **Government Relations Committee**
10. **Hyde Foundation**
11. **Any other business**
12. **Public Comments**
13. **Adjournment**

Hyde-Bronx Trustee Meeting Minutes
Hyde Leadership Charter School
Trustees Meeting
July 25, 2016
830 Hunts Point Avenue Bronx NY 10474
Minutes

Trustees Present:	Herb Fixler David Steadly Richard Romanoff Deborah Dumont Maureen Singer
Trustees Absent:	Herb Kaplan Oz Hanley Dennis Mehiel Jeanette Melendez
Also present:	Thomas Sturtevant, Executive Director Elizabeth Hittenmark, Director of Family Support Matt Hittenmark, Director of College Counseling & Post-Secondary Success Michelle Lopez, Charter School Business Management Ruth Jarmul, Guest Tony Stoops, Guest

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

1. **June 27, 2016 meeting minutes**

   Without a quorum present, the group deferred approval of the June meeting minutes. Minutes from the June 27, 2016 meeting will be reviewed on August 22, 2016.

2. **Executive Director's Report**

   Mr. Sturtevant reported on the ongoing elementary school leadership transition and noted that the new Hyde Elementary School Director, Ms. Amaris Obregon, is doing well in the role. Mr. Sturtevant remarked that Ms. Obregon is focusing on team-building, optimizing physical learning and office spaces, implementing a "model" classroom approach, and ensuring that new initiatives are rolled out over time. Mr. Sturtevant also indicated that Ms. Obregon and her team are collaborating in a "retreat" setting.

Mr. Sturtevant reported on the progress of the Hyde K-8 school's restructuring, and noted that transitioning middle school from serving three grades (6th through 8th) to serving five grades (4th through 8th) is a new opportunity for the middle school senior leaders this year.

Mr. Sturtevant provided a hiring update. He noted that hiring is complete for Hyde Elementary School and Hyde High School, but that Hyde Middle School is still in need of teachers, in particular 4th and 5th grade teachers, as well as special education teachers. He added that the school will maintain its commitment to only selecting highly-qualified educators to serve our students.

Mr. Sturtevant noted that the New York State Grades 3-8 test scores have not yet been released.

Mr. Sturtevant reported that the Hyde Leadership Charter School annual report and annual quality review will be submitted on schedule. With regards to the school's progress, he noted that high school results are excellent, and the school is striving to improve elementary and middle school state test results. With regards to the middle school, a strategy has been implemented to provide additional Regents exams to middle school students, additional resources and test preparation, additional writing practice across the curriculum, additional independent work for students, as well as collective problem solving.

Mr. Sturtevant commented that Chief Operating Officer, Michael McNamara, is continuing to attend to his health and is not scheduled to return to the school until the late fall. He noted that the school is continuing to work with Michelle Lopez and the Charter School Business Management organization, in Mr. McNamara's absence.

Mr. Sturtevant reported that Director of Development and Communications, Josh Williams, was recently married and would be traveling through the remainder of July.

Mr. Sturtevant noted that the school's new website would be going live by August 1st, 2016.

Mr. Sturtevant remarked that the school is continuing to invest in technology to drive inquiry-based learning. Beginning in 2016 – 2017, Hyde's 4th through 12th grade students will have increased access to Chromebook computers on a near 1:1 basis.

Mr. Sturtevant invited the school's Director of College Counseling and Post-Secondary Success to present on the state of students' college enrollment, college persistence, and college success.

3. **Finance Committee**

   Ms. Lopez reported on the status of Hyde-Bronx's year-to-date financial performance. She noted that the school has closed its books for June and is now preparing for its annual audit. She indicated that the year's financials have been on par with expectations. She also commented that she has been impressed with the school's team, as well as documentation processes.

4. **Development Committee**

   In his absence, Mr. Williams provided a written report for the Board to review. In it, he documented that the school will exceed fundraising goals for the year, reported that the school's new website will soon be live, and noted that, when he returns, his energy will be focused on grant writing activity and 10th anniversary celebration planning.

5. **Human Resources**

   No report.

6. **Marketing/Advertising/Public Relations Committee**

   No report.

7. **Facilities Committee**

   No report.

8. **Education Committee**

   No report.

9. **Government Relations**

   No report.

10. **Hyde Foundation**

    Mr. Fixler reported that Hyde-Bronx and the Hyde Foundation are currently negotiating their partnership agreement.

11. Other Business

No report.

12. Public Comments

No report.

13. Adjournment

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

Minutes prepared by Tom Sturtevant and Josh Williams.

HYDE LEADERSHIP CHARTER SCHOOL

Board of Trustees Meeting Agenda
830 Hunts Point Avenue
Bronx, NY 10474
August 22, 2016 – 6:00 PM

1. **Approve minutes from June 27, 2016 and July 25, 2016 meetings**
2. **Executive Director's Report**
3. **Finance Committee**
4. **Development Committee**
5. **Human Resources Committee**
6. **Marketing/PR/Advertising Committee**
7. **Facilities Committee**
8. **Education Committee**
9. **Government Relations Committee**
10. **Hyde Foundation**
11. **Any other business**
12. **Public Comments**
13. **Adjournment**

Hyde-Bronx Trustee Meeting Minutes
Hyde Leadership Charter School
Trustees Meeting
August 22, 2016
830 Hunts Point Avenue Bronx NY 10474
Minutes

Trustees Present:	Richard Romanoff Maureen Singer David Steadly Oz Hanley Deborah Dumont Dennis Mehiel Jeanette Melendez Herb Kaplan
Trustees Absent:	Herb Fixler
Also present:	Thomas Sturtevant, Executive Director Michelle Lopez, Charter School Business Management Josh Williams, Director of Development and Communications

The meeting began at 6:02 PM, Mr. Steadly presiding.

1. **June 27, 2016 and July 25, 2016 meeting minutes**

   A motion was made, seconded, and unanimously approved by the Trustees present to approve the minutes from the June 27, 2016 and July 25, 2016 Board meetings.

2. **Finance Committee**

   Ms. Lopez reported that the school's financial audit was currently underway, and that auditors from BDO would be onsite until the following week.

   Ms. Lopez noted that the school recently received additional funding from the state for the 2016 fiscal year, which would be booked to appropriately.

   Ms. Lopez continued that New York State had again voted to provide charters with more funding than prior years, which would likely be received in April of 2017.

Ms. Lopez also reported that the school's business office was finalizing its reports to SUNY's Charter School Stimulus Fund program, seeking reimbursements for up to $100,000 in support of high school facilities upgrades, which were completed in the 2015-2016 school year.

Ms. Lopez indicated that the school's 2017 fiscal year budget was being refined, specifically to ensure that budget items with irregular cash flows, such as insurance payments and fundraising monthly targets, be modified to reflect the school's expectations.

Mr. Kaplan requested that financial reports include the prior year's totals, in addition to budgeted amounts. Ms. Lopez responded this can be done.

Ms. Lopez closed by reporting that the audit results will be available at the October 2016 Board meeting.

3. Executive Director's Report

Mr. Sturtevant commented that in the absence of Mr. McNamara, who is attending to his health, the school's operations team will be reporting to Mr. Sturtevant.

Mr. Hanley requested a copy of the school's organizational structure; Mr. Sturtevant stated that this was available and was included in the school's annual report. Mr. Sturtevant indicated that he would provide a copy to Mr. Hanley at the September 2016 Board meeting.

Mr. Sturtevant reported on the school's recruitment efforts, noting that the school was continuing to fill open positions at the beginning of the school year. In an effort to strengthen recruitment, Mr. Sturtevant noted that a professional recruiter would be visiting the school to conduct an audit of Hyde-Bronx's recruitment processes.

Mr. Sturtevant reported that Hyde-Bronx's 3rd through 8th grade students grew in both reading and math on the 2015-2016 New York State Exams, surpassing both Community District 8 and the Bronx overall. Mr. Sturtevant provided an update on the state of the school, indicating that the school continues to work toward building a culture of inquiry based learning; to invest in adult learning, technology, and physical space improvements; and to encourage a reading, writing, speaking, listening, critical thinking, and growth mindsets at every level.

Mr. Sturtevant reported that 100% of 8th grade students took Algebra, Living Environment, and US History Regents exams in 2015-2016, providing stronger pathways to Advanced Regents diplomas and college readiness for students. He also noted that Hyde High School

continues to offer College Now courses and AP Courses, such as AP English, AP History, AP Computer Science, and more.

4. **Development Committee**

   Mr. Williams reported that July's fundraising totals were below target, but a pipeline of fundraising activity would likely put the school back on track through August.

   Mr. Williams noted that the school recently submitted its interim report to The Frances L. & Edwin L. Cummings Memorial Fund regarding the success of the school's Kindergarten ICT Program. Mr. Williams indicated that proposals had recently been submitted to the Bronx Rotary Foundation and The Hyde and Watson Foundation for support.

   Mr. Williams indicated that school's next Open House would be held on Wednesday, November 16th, and that the school's 10th Anniversary Celebration would be held on Saturday, October 15th, both opportunities for relationship building with donors and potential partners.

   Mr. Williams encouraged the Board to schedule one-on-one meetings with him prior to October 31st, in order to review the fundraising plan for the year, and collaborate on fundraising and communications opportunities.

5. **Human Resources**

   No report.

6. **Marketing/Advertising/Public Relations Committee**

   No report.

7. **Facilities Committee**

   No report.

8. **Education Committee**

   No report.

9. **Government Relations**

No report.

10. Hyde Foundation

No report.

11. Other Business

No report.

12. Public Comments

No report.

13. Adjournment

There being no further business, the meeting was adjourned at 7:57 pm.

Minutes prepared by Josh Williams.

HYDE LEADERSHIP CHARTER SCHOOL

Board of Trustees Meeting Agenda
830 Hunts Point Avenue
Bronx, NY 10474
September 26, 2016 – 6:00 PM

1. **Approve minutes from August 22, 2016 meeting**
2. **Hyde Foundation Contract**
3. **Whistleblower and Conflict of Interest Policies**
4. **Executive Director's Report**
5. **Finance Committee**
6. **Development Committee**
7. **Human Resources Committee**
8. **Marketing/PR/Advertising Committee**
9. **Facilities Committee**
10. **Education Committee**
11. **Government Relations Committee**
12. **Any Other Business**
13. **Public Comments**
14. **Executive Session**
15. **Adjournment**

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.

HYDE LEADERSHIP CHARTER SCHOOL

Board of Trustees Meeting Agenda
830 Hunts Point Avenue
Bronx, NY 10474
October 24, 2016 – 6:00 PM

1. **Approve minutes from September 26, 2016 meeting**
2. **Nominating Committee**
3. **Finance Committee**
   - **Presentation of FY16 Audited Financial Statements**
4. **Executive Director's Report**
5. **Development Committee**
6. **Human Resources Committee**
7. **Marketing/PR/Advertising Committee**
8. **Facilities Committee**
9. **Education Committee**
10. **Government Relations Committee**
11. **Hyde Foundation**
12. **Any other business**
13. **Public Comments**
14. **Adjournment**

Hyde-Bronx Trustee Meeting Minutes
Hyde Leadership Charter School
Trustees Meeting
October 24, 2016
830 Hunts Point Avenue Bronx NY 10474
Minutes

Trustees Present:	Herb Fixler
	David Steadly
	Dennis Mehiel
	Maureen Singer
	Oz Hanley
	Jeanette Melendez
Trustees Absent:	Richard Romanoff
	Deborah Dumont
	Herbert Kaplan
Also present:	Thomas Sturtevant, Executive Director
	Michael McNamara, Chief Operating Officer
	Josh Williams, Director of Development and Communications
	Matt Zidow, Hyde-Bronx Associate Board
	Tony Stoupas, Guest
	Carla DeMartini, BDO USA
	Don Alcuino, BDO USA
	Latoya Green, BDO USA

The meeting began at 6:01 PM, Mr. Fixler presiding.

1. **September 26, 2016 meeting minutes**

   A motion was made, seconded, and unanimously approved by the Trustees present to approve the minutes from the September 26, 2016 Board meeting.

2. **Nominating Committee**

   Mr. Fixler introduced Mr. Stoupas to the group. Mr. Stoupas is a Hyde-Woodstock parent with an initial interest in supporting Hyde Leadership Charter School in the Bronx. Mr. Fixler encouraged Board Trustees to get to know Mr. Stoupas as a potential Board candidate.

Mr. Fixler indicated that the Board will be voting on the candidacy of Ms. Ruth Jarmul at the Board meeting in November.

3. Finance Committee

Mr. McNamara introduced Hyde Leadership Charter School's audit partners at BDO USA. Ms. DeMartini, Mr. Alcuino, and Ms. Green provided the Board with a detailed report of the school's financial audit conducted for the 2016 Fiscal Year. Mr. Alcuino noted that BDO's audit team received excellent management cooperation during the course of the audit and that Hyde Leadership Charter Schools exhibited no significant deficiencies or material weaknesses in its business management processes and procedures.

Following the conclusion of their summary report, Mr. Steadly made a motion, Mr. Hanley seconded the motion, and all Trustees present voted in favor of approving BDO USA's audited financial statements of Hyde Leadership Charter School for the 2016 Fiscal Year.

4. Executive Director's Report

Mr. Sturtevant reported that he had recently met with Ms. Dumont and Mr. Fixler to review his goals as Executive Director. Mr. Sturtevant noted that the drafted goals will be presented at the November Board meeting in full, but that he would be happy to provide a summary at the current meeting. Mr. Sturtevant summarized that his coming goals will focus on:

1) Student performance as measured by state test results, high school outcomes, and college outcomes;
2) High-quality teacher recruitment, development, and retention;
3) Fundraising success, and;
4) The authentic implementation of Hyde's character development and family engagement program.

Mr. Fixler encouraged Mr. Sturtevant to disseminate his written goals to the Board in advance of the November 2016 meeting.

Mr. Sturtevant noted that New York City Department of Education Chancellor Carmen Farina would soon be visiting MS 424 with the New York City Police Commissioner as a component of the NYC DOE's Team Up Tuesday initiative.

Mr. Sturtevant also indicated that Hyde High School students would soon be attending a Town Hall meeting with Mayor de Blasio at the Police Athletic League on Thursday,

October 27th. Hyde-Bronx students were invited to attend the meeting by City Council Member Rafael Salamanca, Jr.

5. Development Committee

Mr. Williams reported that the Hyde-Bronx 10th Anniversary Celebration was a success; numerous students, alumni, families, teachers, Trustees, and community partners were in attendance and gave favorable feedback regarding the event. Mr. Williams also noted that in the most recent week, Hyde High School senior Adelis Santos became the first member of the Hyde Class of 2017 to be accepted into college. Ms. Santos was accepted into SUNY-Old Westbury within 2 weeks of applying. Mr. Williams reminded the Board that students like Adelis, and all of the school's 960 students, depend on the school to provide the resources they deserve to succeed, which is the primary goal of the school's fundraising efforts.

Mr. Williams reported that through the first quarter of the fiscal year, the school's fundraising efforts were behind target. Mr. Williams expressed his confidence that despite the slow start, the Board and the school will succeed in meeting their fundraising efforts through collaboration and diligent follow-through.

Mr. Williams provided a summary of recent fundraising and communications activities, including work on the Character Matters newsletter, annual appeal letter drafting, foundation partnership proposals, and Associate Board work. Mr. Williams indicated that proposals recently submitted to the Hyde and Watson Foundation and Bronx Rotary Club would soon be decided upon, and that Hyde-Bronx foundation proposals were also outstanding with the William E. Simon Foundation, CITGO Foundation, and the AthLife Foundation.

Mr. Williams summarized next steps for the Board's annual appeal process. Mr. Williams encouraged Trustees to support the school's mission by making gifts to the school, reviewing and providing feedback on annual appeal distribution lists, writing personalized notes on annual appeal letters, and making follow-up phone calls to encourage new partnerships.

Mr. Steadly encouraged the Board to distribute annual appeal letters as early as possible. Mr. Steadly also recommended that the school continue its practice of thanking donors with student-written notes. Mr. Mehiel indicated that bullet points and stories are an effective way to communicate the school's impact.

6. Human Resources

No report.

7. Marketing/Advertising/Public Relations Committee

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

8. Facilities Committee

Mr. Steadly indicated that he was beginning conversations with Mr. Hanley and others to determine the value of the school's property at 830 Hunts Point Avenue. Mr. Steadly indicated that the Facilities Committee is exploring the possibility of the school one day owning its high school building, rather than solely renting the space.

9. Education Committee

No report.

10. Government Relations

Mr. Mehiel reminded the Board that Chancellor Farina and the New York City Police Commissioner would be soon be visiting MS 424 and that Hyde-Bronx students would soon be attending a town hall meeting with Mayor de Blasio.

11. Other Business

No report.

12. Public Comments

Mr. Zidow expressed his gratitude for the Board's support, and indicated that the Associate Board would soon be hosting its annual Winter Social fundraising event in January. Mr. Williams noted that the Hyde Associate Board plans to send a representative to each Hyde Board of Trustees meeting to encourage greater collaboration between the two groups.

13. Adjournment

There being no further business, the meeting was adjourned at 7:42 pm.

Minutes prepared by Josh Williams.

HYDE LEADERSHIP CHARTER SCHOOL

Board of Trustees Meeting Agenda
830 Hunts Point Avenue
Bronx, NY 10474
November 28, 2016 – 6:00 PM

1. **Approve minutes from October 24, 2016 meeting**
2. **Nominating Committee**
3. **Finance Committee**
4. **Executive Director's Report**
5. **Development Committee**
6. **Human Resources Committee**
7. **Marketing/PR/Advertising Committee**
8. **Facilities Committee**
9. **Education Committee**
10. **Government Relations Committee**
11. **Hyde Foundation**
12. **Any other business**
13. **Public Comments**
14. **Executive Session**
15. **Adjournment**

Hyde-Bronx Trustee Meeting Minutes
Hyde Leadership Charter School
Trustees Meeting
November 28, 2016
830 Hunts Point Avenue Bronx NY 10474
Minutes

Trustees Present:	Herb Fixler David Steadly Maureen Singer Oz Hanley Herbert Kaplan Deborah Dumont
Trustees Absent:	Richard Romanoff Dennis Mehiel Jeanette Melendez
Also present:	Thomas Sturtevant, Executive Director Michael McNamara, Chief Operating Officer Josh Williams, Director of Development and Communications Tony Stoupas, Board Candidate Ruth Jarmul, Board Candidate Steve Dvorkin, Guest

The meeting began at 6:07 PM, Mr. Fixler presiding.

1. **October 24, 2016 meeting minutes**

   A motion was made, seconded, and unanimously approved by the Trustees present to approve the minutes from the October 24, 2016 Board meeting.

2. **Nominating Committee**

   Mr. Fixler welcomed Mr. Stoupas and Ms. Jarmul to the meeting and indicated that both are candidates for Board membership. Mr. Stoupas is a Hyde-Woodstock parent with an interest in supporting Hyde Leadership Charter School in the Bronx. He has been actively engaged in the Hyde Foundation and is the Chief Information Officer at Moody's. Ms. Jarmul is a Harvard Business School alumna with extensive experience in non-profit leadership. Mr.

Stoupas, Mr. Jarmul, and Mr. Dvorkin were asked to briefly exit the room in order for the Board to deliberate.

Mr. Kaplan motioned for Ms. Jarmul to be considered for Board membership. Mr. Hanley seconded the motion and all Trustees present voted in favor of approving Ms. Jarmul for the Hyde Leadership Charter School Board of Trustees.

Mr. Fixler motioned for Mr. Stoupas to be considered for Board membership. Ms. Dumont seconded the motion and all Trustees present voted in favor of approving Mr. Stoupas for the Hyde Leadership Charter School Board of Trustees.

Mr. Stoupas, Ms. Jarmul, and Mr. Dvorkin were invited to re-enter the room and the Board of Trustees celebrated the outcome of the vote with a round of applause.

Mr. McNamara reviewed with Mr. Stoupas and Ms. Jarmul the next steps for formally joining the Board, including paperwork requirements for the New York City Department of Education. Mr. McNamara indicated that he would provide the Board of Trustees with an update contact sheet for all active Board Trustees.

3. Executive Director's Report

Mr. Sturtevant and Ms. Dumont presented the Board of Trustees with Mr. Sturtevant's goals for the 2016 – 2017 school year, as drafted by Mr. Sturtevant, Ms. Dumont, and Mr. Fixler following the release of the prior years' testing results. Ms. Dumont noted that the goals focus on five fundamental categories for organizational success; testing outcomes; high-quality teacher recruitment, development, and retention; fundraising; long-term metrics of success such as high school graduation, college enrollment, and college completion; and adherence to Hyde's signature practices and character program. Ms. Dumont indicated that, with the Board's approval, the goals outlined would be effective and be the basis for Mr. Sturtevant's performance review at the conclusion of the school year.

Ms. Dumont motioned for the Board to adopt the Executive Director's goals for the 2016 – 2017 school year, Mr. Hanley seconded the motion, and all Trustees voted in favor of adopting the Executive Director goals for the 2016 – 2017 school year.

Mr. Sturtevant reported that a new law enables charter schools in New York to apply for alternative charter school authorizers, with the primary state charter authorizers including the New York City Department of Education, the State University of New York, and the State Education Department. Mr. Sturtevant noted that he and the members of the Senior

Leadership Team are considering the potential benefits of making a transition toward a different charter authorizer, but that no decision had yet been made.

Mr. Sturtevant reported that Ms. Amaris Obregon, Elementary School Director, is currently overseeing a project to strengthen Hyde's early literacy education programs. Working in collaboration with Hyde Elementary School teachers, Mr. Obregon and Hyde faculty are re-writing curriculum to focus on critical thinking, engagement, character competencies, inquiry, student collaboration, reading, writing, speaking, listening, and more. Additionally, Mr. Sturtevant reported that he's recently engaged with conversations with a potential supporter who may invest significantly in the Elementary School in order to improve the literacy program and physical spaces for learning.

Mr. Sturtevant reported that Ms. Laura Troy, Director of Recruitment, and Ms. Gaaya Thiyagarajah, Dean of Instruction, will soon be traveling to Syracuse University to lead a professional development session on Special Education. The presentation is a component of the school's recruitment strategy for the year, including strengthening partnerships with local universities and creating opportunities for new teachers to learn about Hyde Leadership Charter School.

Mr. Sturtevant reported that the most recent K-12 staff professional development sessions focused on character development and the skills and deeper competencies needed for success in the 21st century.

4. Finance Committee

Mr. McNamara reported that the school's Senior Leadership Team would like to offer teachers and staff offer letters earlier in the school year. Mr. McNamara noted that in the past, Hyde waited until April or May to deliver offer letters, a process that could be improved. Mr. McNamara indicated that by communicating with teachers and staff about employment decisions earlier in the school year, Hyde would be supporting staff and teachers' professional development, providing them with more time to consider their employment and development needs. Additionally, beginning staff conversations earlier in the school year enables the school to get a better understanding of its open positions and recruitment needs for the spring.

Mr. McNamara stated that accelerating the staff and teacher offer letter process is the leadership team's preference, it will have financial implications for the school, solidifying staff salary and benefits costs earlier than years' past. Mr. McNamara and Mr. Sturtevant projected confidence in their ability to effectively manage the school's budget and resources for the 2018 Fiscal Year given this change.

Mr. McNamara provided the Board with an opportunity to discuss this potential shift. The Board acknowledged the importance of shifting toward an earlier offer letter process and approved of Mr. McNamara and Mr. Sturtevant's decision.

5. **Development Committee**

Mr. Williams provided a real-time look at the school's fundraising progress to data and compared these figures to the 2015 and 2016 Fiscal Years. Mr. Fixler noted that the fundraising progress for the 2017 Fiscal Year continues to lag, and he encouraged the Board to take ownership of fundraising results. Mr. Kaplan asked about the distribution of fundraising totals by category, such as Board giving, individual giving, foundational giving, and more. Mr. Williams indicated that at the next Board meeting, he would be able to provide these figures.

Mr. Williams reiterated that it is the shared responsibility of the Board of Trustees, Executive Director, and Director of Development to ensure that the school has the resources it needs for success. Mr. Williams then led the Board of Trustees in an exercise to practice speaking with others about the school and inviting others to join the school's mission. Mr. Williams posited the two questions; 1) What first attracted you to support Hyde Leadership Charter School and 2) Why do you continue to be involved? The Board broke into small groups to discuss those questions.

Mr. Williams provided the Board of Trustees with additional facts and information that they can use to support their discussions with potential education partners, and indicated that these would also be shared via email.

Mr. Williams provided the Board of Trustees with time to make personal lists indicating how they will support the school's year-end fundraising efforts.

6. **Human Resources**

No report.

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

No report.

8. **Facilities Committee**

No report.

9. Education Committee

No report.

10. Government Relations

No report.

11. Other Business

Mr. Fixler noted that the Board will need to set aside a date, time, and location for its annual retreat to be held in January. Mr. Fixler reminded the Trustees that the next Board meeting will be held on Monday, December 19th.

12. Public Comments

Mr. Dvorkin encouraged the Board and the school in its mission and noted that education is the most effective means for escaping poverty and changing the trajectory of children's lives.

13. Adjournment

There being no further business, the meeting was adjourned at 8:07 pm.

Minutes prepared by Josh Williams.

HYDE LEADERSHIP CHARTER SCHOOL

Board of Trustees Meeting Agenda
830 Hunts Point Avenue
Bronx, NY 10474
December 19, 2016 – 6:00 PM

1. **Approve minutes from November 28, 2016 meeting**
2. **Retreat**
   - **January 28, 2017**
   - **No Monday meeting in January**
3. **Facilities Report**
   - **Update on high school lease renewal**
4. **Executive Director's Report**
5. **Finance Committee**
6. **Development Committee**
7. **Human Resources Committee**
8. **Marketing/PR/Advertising Committee**
9. **Education Committee**
10. **Government Relations Committee**
11. **Any other business**
12. **Public Comments**
13. **Adjournment**

Hyde-Bronx Trustee Meeting Minutes
Hyde Leadership Charter School
Trustees Meeting
December 19, 2016
830 Hunts Point Avenue Bronx NY 10474
Minutes

Trustees Present:	Herb Fixler
	Maureen Singer
	Ruth Jarmul
	Oz Hanley
	Herb Kaplan
	Jeanette Melendez
	Dennis Mehiel
Trustees Absent:	Richard Romanoff
	Tony Stoupas
	Deborah Dumont
Also present:	Thomas Sturtevant, Executive Director
	Josh Williams, Director of Development and Communications

The meeting began at 6:05 PM, Mr. Fixler presiding.

1. **November 28, 2016 meeting minutes**

   A motion was made, seconded, and unanimously approved by the Trustees present to approve the minutes from the November 28, 2016 Board meeting.

2. **Board Retreat**

   Mr. Fixler reported that the Board's Annual Retreat would be taking place on Saturday, January 28th at a location to be determined. Mr. Fixler noted that the retreat would begin at 8:30 AM and go until approximately 4:30 PM.

3. **Facilities Committee**

   Mr. Fixler summarized the conditions of the Hyde High School lease agreement. As explained by Mr. Fixler, Hyde currently pays approximately $1.25 million per year to rent

the high school facility, which is owned by Civic Builders. Hyde has an opportunity to reconfigure the terms of the lease in 2018 and is considering options for refinancing and potential ownership. Mr. Fixler reported that the Finance Committee has initiated conversations with Civic Builders and charter school financing experts to explore opportunities that will best serve the school's mission. Mr. Fixler noted that the facilities committee is also dedicated to improving Hyde's K-8 space and is considering options for redesign, renovation, and potential new construction.

4. Executive Director's Report

Mr. Sturtevant reported that the elementary school's third grade team recently conducted a significant literacy curriculum development project. Using the theme of ecosystems, the third grade teachers discussed opportunities to teach across the curriculum, embed literacy practice throughout the day, and root learning in real-world projects and authentic assessments. Mr. Sturtevant noted that Dan and Pam Bayly, friends of former Trustee Wilder Baker, recently visited the school and have expressed an interest in supporting the elementary school's literacy development and space optimization efforts. As a result, Hyde is considering partnering with education architect Peter Gluck to review and reimagine K-8 learning spaces.

Mr. Sturtevant reported that a group of Hyde Middle School students were recently selected to become NYC Junior Ambassadors, a partnership between Hyde, the NYC Mayor's Office, and the United Nations. As members of this program, Hyde students will study the United Nations' 2030 Sustainable Development Goals, generate solutions to address those goals, present their findings, and interact with international diplomats. Mr. Sturtevant noted that this is another example of Hyde students engaging in real-world learning.

Mr. Sturtevant reported that Keith Hefner, MacArthur Fellow and journalist, recently visited the school to collaborate with Hyde High School Dean of Students, Rob Maitra, and other teachers on embedding a rigorous, reflective story writing curriculum. Additionally, Mr. Sturtevant noted that Hyde Senior Kudirat Alimi was recently awarded a Posse Scholarship to attend the University of Wisconsin-Madison. This is Hyde's second Posse Scholar in two years.

Mr. Sturtevant reported that a recent physical altercation at the high school between underclassmen resulted in a school wide discussion about school culture. Mr. Sturtevant noted that in true Hyde fashion, school leaders used the difficult situation as an opportunity to strengthen school culture, promote self-reflection, and empower students as leaders in their community.

Mr. Sturtevant reported that teachers' offer letters will be sent over the holiday break. Mr. Sturtevant reminded the Board that the reason for the earlier offer letters was to promote authentic conversations with staff about their career plans and enable the school to more proactively recruit highly-qualified teachers for the coming school year.

Mr. Sturtevant reported that the school is considering applying to change its charter authorizer. Mr. Sturtevant indicated that he would make a recommendation to the Board regarding his preference at the January retreat.

Mr. Fixler noted that he was happy to learn that Hyde senior, Neishaliz Rios-Lopez, was recently recognized as a New Era Pinstripe Bowl Scholar Athlete.

5. Finance Committee

In Mr. McNamara's absence, Mr. Sturtevant reported on the state of the school's financial position. Mr. Sturtevant noted that the school's financial reports show the school to be in a strong financial position, and will likely close the year with a surplus.

6. Development Committee

Mr. Williams provided a real-time look at the school's fundraising progress to date and compared these figures to the 2015 and 2016 Fiscal Years. Mr. Williams noted that the fundraising to totals have lagged behind projections and the record-setting 2016 Fiscal Year. Despite the slower than expected start, Mr. Williams reported that numerous large gifts had recently been secured thanks to the collective efforts of Board Trustees.

Mr. Williams provided Board Trustees with a complete list of donations received and Last Year But Unfortunately Not This Year (LYBUNT) lists. Mr. Williams encouraged Trustees to take action in the final weeks of the 2016 calendar year to secure gifts from colleagues and friends in support of the school's mission.

7. Human Resources

No report.

8. Marketing/Advertising/Public Relations Committee

No report.

9. Education Committee

No report.

10. Government Relations

Mr. Mehiel questioned the potential impact of a new United States Secretary of Education. Mr. Sturtevant indicated that New York State primarily oversees education budgets impacting the school, and that at this point, it is too early to tell what the incoming Presidential administration will have on Hyde-Bronx.

11. Other Business

No report.

12. Public Comments

No report.

13. Adjournment

There being no further business, the meeting was adjourned at 7:32 PM.

Minutes prepared by Josh Williams.