

**CITY ON A HILL CHARTER PUBLIC SCHOOL
MEETING OF THE BOARD OF TRUSTEES
October 19, 2009**

At City on a Hill Charter Public School, 58 Circuit St, Roxbury

Present: Erica Brown, Lee Delaney, Michelle Dipp, Michael Grossman, Bobbie Knable, Stephen Kraus, David Lane, Robert Mazzearella, Aretha Miller, Kevin Mohan, Ginger Parker, Ryan Thornton, Maurice Wright

Absent: none

Board Updates and Votes

Chairman Robert Mazzearella called the meeting to order at 6:07 p.m.

Mr. Stephen Kraus announced the proposal of Aretha Miller, Michelle Dipp, and Kimberly Wechtenhiser for Board membership. Moved that the Board approve the new members; seconded and carried unanimously.

Chairman Mazzearella announced this being the end of David Lane's service on the Board after serving for nine years.

Chairman Mazzearella announced the proposal of Ginger Parker as the new Board Secretary. Moved that the Board approve the nomination; seconded and carried unanimously.

Moved to approve the minutes for the meeting held May 4, 2009; seconded and carried unanimously.

Moved to approve the minutes for the retreat held in July 2009; seconded and carried with two abstentions.

Academic Update

Ms. Erica Brown announced Math Teacher Catherine Law's award of a Master Teaching Fellowship through Boston University and Math for America.

Ms. Brown reviewed the revised Enrollment Policy. Discussion ensued. Moved to approve the policy; seconded and carried unanimously.

Ms. Brown updated the Board on the on-going processes of the school's charter renewal and NEASC re-accreditation. She introduced the revised school profile. Moved to approve the profile; seconded and carried unanimously.

Mr. Paul Hays presented the academic update. He reviewed the 2009 MCAS scores comparing them to prior years' scores, to the city, the state, Lincoln-Sudbury, and the school's performance relative to the achievement gap. City on a Hill earned AYP for the 2008-2009 school year.

The Board is looking to reactivate the School Performance Committee and looking for volunteers to be on the committee.

School Council

Hazie Crespo, member of Class 2011, gave the School Council update. The School Council made up of students, parents, faculty and staff and will discuss the same topics the Board will be discussing prior to each Board Meeting.

Development Report

Mr. Michael Grossman presented the Development Report. Fundraising is ahead of schedule thanks primarily to a \$100K grant from the Mabel Louise Riley Foundation and a \$200K from Grand Circle. \$315K remains owed on that note. The foundation is only \$27,500 away from reaching its Tutorial and Foundation fundraising goals. The next major campaign is the Annual Appeal which will kick off Nov 1st with the assistance of Board members who will be helping to personalize the letters.

Finance Report

Mr. Ryan Thornton presented the Finance Report. The school is on target with its year-to-date spending and is projecting a year-end surplus due to a higher than expected first quarter tuition payment. Because of this, the school added two tutors, a part-time in-house sub, and money for technology over the summer with approval from the Board. In addition, because the school is currently at 284 students and has budgeted for 165 students, there is a potential \$200K additional cushion.

Ms. Brown made the following recommendations for the surplus: (1) front-load gala (2) increase amount of rent school pays to foundation (3) add back \$35K in spending. With these recommendations the school projects an \$89K bottom line compared to \$70K required by the Board. Ms. Brown will provide further add-back information in the case of a continued surplus after the 2nd quarter payment.

Moved to approve Ms. Brown's proposal, seconded and carried anonymously.

Mr. Mazzarella announced that he would take the Board through debt at next meeting. Ms. Brown has had successful negotiations, securing financial terms through Boston Private Bank to refinance the bridge loan for the Lewis Family Foundation grant. All loans are not through Boston Private; consolidating debt with Boston Private would eliminate debt with the Nonprofit Finance Fund.

Moved to approve Ms. Brown's name change from Ms. Jamison. Seconded and carried anonymously.

Moved to approve Mr. Thornton as signatory. Seconded and carried anonymously.

Moved to move to executive session to discuss a student-level issue and a contract matter. Seconded and roll call vote taken to move to executive session and not return to public session until December 9th, carried anonymously.