

**Hyde Leadership Charter School**  
**Trustees Meeting**  
**May 5, 2014**  
**Minutes**

Trustees Present:           Herb Fixler  
                                  Jeanette Melendez  
                                  Deborah Dumont  
                                  David Steadly  
                                  Dennis Mehiel  
                                  Herb Kaplan

Trustees Absent:           Wilder Baker  
                                  David Sachs

Also present:               Elizabeth Olney, Head of School  
                                  Craig Mills, Director of Development  
                                  Michael McNamara, Chief Operating Officer  
                                  Tom Sturtevant, Executive Director  
                                  Warren Cathcart, Young Professionals Committee member

With a quorum present the meeting began at 6:11 PM, Mr. Fixler presiding.

**1.   March 24, 2014 meeting minutes**

A motion was made, seconded and unanimously approved by the Trustees present to approve the minutes from the March 24, 2014 meeting.

**2.   Development Discussion**

Mr. Mehiel, Chairman of the Development Committee, summarized how the reconstituted Development Committee would operate and what would be presented to and expected of Trustees and Development department staff. He emphasized a need for Trustees and Hyde staff to minimize non-fundraising interactions and assignments for the Development department staff. Board-generated fundraising ideas need to be vetted through Craig Mills prior to making commitments of Development department staff. Trustees are welcome and encouraged to pursue programs that do not involve development staff such as parent fundraising activities and outreach to Hunts Point business leaders. He reminded the Board members of the importance of them following through on their own financial commitments and action steps. He encouraged his fellow Trustees to meet with Mills to develop individual fundraising plans.

Mehiel said the Development Committee would meet monthly on a timetable to be determined. Reporting to the Board would be succinct with brief updates on outstanding and new initiatives. He then turned over the report to Mr. Mills.

Mr. Mills introduced Joshua Williams, currently a High School English teacher for Hyde, who will transition to the Assistant Director of Development position in late July. Mr. Williams summarized his background and his eagerness to join the development effort. Mills then updated the Trustees on the fundraising status so far in FY14 and estimated that \$400,000 would be raised by the end of June—in line with the targets for this year. He described several upcoming events, including outreach to the Hunts Point community for support with graduation. He asked Mr. Cathcart to describe Young Professionals Committee activities and Mr. Cathcart answered some questions from Mr. Fixler on the Committee and its members.

Mr. Mills discussed the status of receiving a list of Hyde alumni that was to be provided to him through the Hyde Foundation. In their most recent communication, Joanne Goubourn told him Mr. Fixler and the Chairman of the Foundation Board needed to talk before that list was released. Mr. Fixler said he would contact Jay Puckett at the Foundation to move this along.

### **3. Finance Committee**

Mr. McNamara presented results for the one and nine months ended March 31. He described revenue and expense performance compared to budget and informed the Trustees he expected the school to end the fiscal year with a small surplus. He then presented the FY15 budget in some detail and answered questions about enrollment projections, personnel and benefit costs, Information Technology plans and other matters. He described the process, dating back several months, where Division leadership was asked to review and modify draft budgets for their divisions and the difficult decisions the senior leadership team made to cut some expenses to fund an extension of the teacher pay scale to include teachers with up to 20 years teaching experience and to fund a contract IT director position for six months. After further discussion, a motion was made, seconded and approved by the Trustees present to adopt the FY15 budget as presented.

### **4. Head of School Report**

Ms. Olney stated the Head of School reporting would be split with Tom Sturtevant who joined Hyde on April 16 as Executive Director. She stated he was primarily in a listening and training mode as she and Tom work through his transition plan. Sturtevant will assume full leadership responsibility with the start of the FY15 fiscal year. Olney then updated the Board on several important external and internal matters. She reported that independent charter school leaders were meeting with New York City Council on May 6 to start a dialogue on implications of the State budget agreement for independent charter schools. Low rates of growth in per pupil reimbursement and facility funding restrictions for schools currently in private space disadvantage independent charter schools more than network schools and that message needs to be delivered to city and state leaders.

Olney reminded the Trustees that State testing in 3-8<sup>th</sup> grades had just concluded and Hyde expected to see gains—primarily in Math—based on internal assessment data. She also reported that gang activity is increasing with the warmer weather in the neighborhood. She estimated that 90% of Hyde's senior class would graduate on time—down slightly from last year, but still well ahead of City averages and proudly reported that 90% of Hyde's graduates from 2013 are still enrolled in freshman year of college—far outpacing the 43% average for students of color.

**5. Nominating Committee**

Nothing to report.

**6. Human Resources Committee**

Ms. Dumont reported that she had worked with school staff on the revised teacher pay schedule in late March.

**7. Facilities Committee**

Mr. Steadly reported on the status of carbon dioxide management efforts at 730 Bryant Avenue. He stated that some progress on reducing CO2 readings had been made but that there were still troubling high readings in some perimeter classrooms. McNamara provided updated information on DOE efforts to increase air flow but that the process which started in August 2013 was moving very slowly.

**8. Education Committee**

No report.

**9. Hyde Foundation**

No report.

**10. Public Comments**

None.

**11. Adjournment**

There being no further business, the meeting was adjourned at 8:05 pm.

Minutes prepared by Michael McNamara