

**Hyde Leadership Charter School
Trustees Meeting
November 24, 2014
730 Bryant Avenue Bronx, NY
Minutes**

Trustees Present: Deborah Dumont
David Steadly
Dennis Mehiel
Wilder Baker
David Sachs
Oz Hanley

Trustees Absent: Herb Fixler
Jeanette Melendez
Herb Kaplan
Robert Kramer

Also present: Michael McNamara, Chief Operating Officer
Josh Williams, Manager of Development and Communication
Joanne Goubourn, Hyde Foundation
Susan Young, Hyde Foundation

With a quorum present the meeting began at 6:04 PM, Mr. Baker presiding.

1. October 27, 2014 meeting minutes

A motion was made, seconded and unanimously approved by the Trustees present to approve the minutes from the October 27 Board meeting.

2. Executive Director's Report

In Mr. Sturtevant's absence, Mr. McNamara summarized several key initiatives that the Executive Director is focused on. First, he wanted the Board to know there is a ½ day meeting with the Division Directors on December 11 to make plans for strengthening and maintain the quality of teaching Staff. Faculty recruitment, pay, work/life issues, school culture and professional development will all be discussed and action plans developed.

On November 19, Mr. Sturtevant, Mr. McNamara and Jim Ford participated in a conference call with representatives from DOE's Office of School Design and Charter Partnerships (OSDCP) to hear the timeline and deliverables for Charter Renewal. DOE posted its 2015 Charter Renewal Application which is substantially similar to last year's—the one Hyde's Charter Renewal team used to prepare its draft application. That application is being updated for the changes in the 2015 Application. DOE OSDCP plans to conduct a two- or three-day site visit in January or February 2015. That visit will follow the broad agenda of the annual site visit but include

meetings with Board Trustees (either at a regular Board meeting if schedules allow) or during the scheduled visit; parent meetings; a public hearing on the renewal and an opportunity for the school to showcase its strengths in an evening presentation to be designed by Hyde School leadership. OSDCP is committed to completing its charter recommendations one month before the Board of Regents May 2015 meeting. The Trustees at the meeting asked questions about the renewal process and their role and Mr. McNamara answered them.

The final initiative on Mr. Sturtevant's agenda is shifting school culture toward student-centered learning and inquiry. He and Peter Anderson, Elementary School Division Director, met with two sets of consultants to discuss ways to evolve school culture in that division. In the High School, school leadership is working on an "authentic assessment" initiative targeting college- and career-readiness.

3. Development Committee Report

Mr. Williams updated the Board on Development activities. He reviewed year-to-date fundraising vs. the FY15 budget and said a \$10,000 grant from the Hyde Watson Foundation was forthcoming. He provided a recap of the Open House held October 17. Mr. Baker, who was in attendance, called it the best such event the school has ever done. Williams confirmed that most Annual Appeal letters had gone out as had the latest edition of the Character Matters newsletter. Mr. Mehiel identified the need to identify new individual donors with the capacity to give \$10,000 or more and asked his fellow Trustees to think who they knew who could donate at this level. Mr. Hanley asked if the Board donation target of \$75,000 was too low. Mr. Baker replied that that figure was only the Trustee portion of the \$12,500 "give or get" commitment, with the balance to come from individual donors solicited by Trustees. McNamara also pointed out the target was established in May 2015 when the Board had fewer Trustees.

Williams reported on a service event that Young Professionals Committee members held in conjunction with the New York City Rescue Mission. He also reported that a Friendraiser would be held December 7 at the home of Wilder Baker to be co-hosted by Mr. Baker and Mr. Sturtevant.

Mr. Williams reviewed the pipeline of Foundation funding opportunities, led by a \$70,000 letter of inquiry to the Louis Calder Foundation. He said the school's appeal to Foundations centered on three areas of focus: the Family Education Department and character development; Alumni affairs and technology infrastructure. Mr. Steadly asked Williams to circulate Foundation letters to the trustees so they could review them. Mr. Sachs praised Mr. Williams efforts and asked if his workload could be restructured to allow more time on a weekly basis to be devoted to Foundation fundraising.

4. Charter Update

See Executive Director's Report above.

5. Education Committee

Ms. Dumont reported that she has been assisting Rob Kramer in curriculum development for his proposed Summer Climb summer technology camp for Elementary School students. She said Mr. Kramer could update the Board himself at a future meeting. The Education Committee has

met twice on the project and she characterized it as an exciting initiative to address “Summer Slide”—the tendency for students to lose some of their academic gains during the summer months.

6. Finance Committee

Mr. McNamara summarized the school’s favorable performance vs. budget for the month of October and the four months ended October 2014 and responded to questions about particular line items with noticeable variances, both positive and negative. He projected the school would finish FY15 with a surplus (cash basis) and favorable variance to plan. He noted this favorable performance was critical because per pupil reimbursement rates are very modest for the next two years and with no enrollment growth to look to, it will be challenging to manage expense growth without a lower starting point.

7. Hyde Foundation

Ms. Goubourn said she and Ms. Young have been very involved in planning and executing Fall Family Days and that the two of them have been at the school regularly and are engaged with school leadership and staff on a number of projects.

8. Facilities Committee

No report.

9. Other Business

None.

10. Public Comments

Ms. Arlene Villarene, a Hyde High School parent attended the meeting and spoke movingly about the value the Hyde program has provided her and her daughter who started at Hyde as a sixth grader. She says she very much appreciates the Hyde mission and staff and regretted not being more involved at the school due to work commitments. She said she has lived in the Hunts Point community for 34 years and was looking for opportunities to give back to the school and the community.

11. Adjournment

There being no further business, the meeting was adjourned at 7:24 pm.

Minutes prepared by Michael McNamara