

**Hyde-Bronx Trustees Meeting Minutes**  
**Hyde Leadership Charter School**  
**Trustees Meeting**  
**February 25, 2019**  
**830 Hunts Point Avenue, Bronx, NY 10474**  
**Minutes**

**Trustees Present:**

Herb Fixler  
Herb Kaplan  
Ruth Jarmul  
Chavon Sutton  
Susan Engel  
Deborah Dumont

**Trustees Absent**

Tony Stoupas  
Maureen Singer

**Also present:**

Thomas Sturtevant, Executive Director  
Stephen Trowbridge, Chief Operating Officer  
Valarie Hunsinger, Director of Development and Marketing

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

**1. Approve minutes from the January 26th board meeting**

With a quorum present, a motion was made, seconded, and unanimously approved by the Trustees present to approve the minutes from the January 26th board meeting.

**2. Winter Social Discussion**

The Winter Social Event Committee continued to lead a discussion on the live auction, silent auction, and raffle items.

**3. Executive Director's Report**

Mr. Sturtevant presented on Hyde's marketing and recruitment efforts, noting that Hyde expects to hit their goal of 10% growth for student applications for the 2019-2020 school year. Mrs. Jarmul commented on the research and surveys being conducted to learn more about Hunts Point families.

Mr. Sturtevant highlighted faculty evaluations being completed in the high school and middle school, a Hyde signature practice where faculty members are given feedback from students in the form of "grows, glows, and special moments." Mr. Sturtevant also reported on Hyde faculty seminars, a Hyde signature practice recently completed in each division.

Mr. Sturtevant reported on the success of the 100th-day celebration that included a parade from 730 Bryant Avenue to 830 Hunts Point avenue along with a band, dance performance, and choir performance from our elementary students.

Mr. Sturtevant highlighted recent weekend programming including Saturday School and an 8th to 9th-grade open house.

Mr. Sturtevant noted that we Hyde has entered a recruitment cycle. Mr. Sturtevant also reported on the recent partnership with the NYU Teacher Residency Program.

Mr. Sturtevant highlighted our relationship with the Hunts Point Community including recent work with Hunts Point Alliance for Children (HPAC), Urban Health Plan, and Rocking the Boat.

#### **4. Finance Committee**

Mr. Trowbridge provided a financial review for January. Mr. Trowbridge noted that the school's January's YTD revenue was \$11,242,000 and was favorable by approximately \$206,000, and January's YTD expenses were \$11,056,000 and were favorable by approximately \$128,000. Mr. Trowbridge noted that the approximate net variance to the budget is favorable by \$334,000.

Mr. Trowbridge noted a lease agreement was signed for office space in the Bank Note building. Mr. Trowbridge introduced a board resolution for the Department of Youth & Community Development (DYCD) grant. Mr. Trowbridge read the Resolution which was as follows:

“Resolved, that is Board of Directors does hereby authorize and direct Thomas Sturtevant, Executive Director and Stephen Trowbridge Chief Operating Officer to sign contracts and amendments to the contracts and to review claims on behalf of Hyde Leadership Charter School's Board of Directors.”

A motion was made and seconded. All Trustees voted in favor of the resolution.

#### **5. Development and Communications Report**

Ms. Hunsinger highlighted the upcoming Winter Social on February 28, 2019, and recognized the work of the Winter Social Event Committee. Ms. Hunsinger noted the upcoming Character Matters which is a special family edition. Ms. Hunsinger and Mr. Kaplan presented on the leadership council and discussed next steps. Ms. Hunsinger reviewed the FY 2019 fundraising goals and provided an up-to-date report on current donations, noting that 47% of our goal has

been raised to-date. Ms. Hunsinger reviewed upcoming activities including the high school graduation campaign, foundation grant opportunities, and volunteer events.

**6. Human Resource Committee**

No report

**7. Facilities Committee**

No report

**8. Marketing/ PR**

Mrs. Jarmul noted meeting with Mr. Gonzalez to discuss marketing updates for admissions.

**9. Education Committee**

No report

**10. Government Relations Committee**

No report

**11. Nominating Committee**

Mr. Fixler discussed expanding the board.

**12. Other Business**

Ms. Engel discussed a potential partnership with LaGuardia Community College.

**13. Public Comments**

No report

There being no further business, the meeting was adjourned at 7:47 pm.

Minutes prepared by Stephen Trowbridge and Valarie Hunsinger