

RECEIVED

By City Clerk at 10:22 am, Sep 22, 2023



City on a Hill Charter Public School

September 2023 Board Meeting

Date and Time

Tuesday September 26, 2023 at 5:00 PM EDT

Agenda

| | Purpose | Presenter | Time |
|---|-----------------|---------------|----------------|
| I. Opening Items | | | 5:00 PM |
| A. Record Attendance | | Melisa Lemire | 2 m |
| B. Call the Meeting to Order | | Melisa Lemire | 1 m |
| C. Approve June 2023 Meeting Minutes | Approve Minutes | Melisa Lemire | 1 m |
| D. Approve August 2023 Meeting Minutes | Approve Minutes | Melisa Lemire | 1 m |
| II. School Year 2023-2024 Updates | | | 5:05 PM |
| A. School Year 2023-2024 Kickoff Updates | Discuss | Sonya Pratt | 10 m |
| Sonya Pratt, Executive Director, and Jordan Pina, Chief Operating Officer, provide an overview of staff orientation and outline key events throughout the fall. | | | |
| B. School Year 2023-2024 Goals | Discuss | Sonya Pratt | 20 m |

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| <p>Sonya Pratt, Executive Director, reviews the updated City on a Hill Organizational Goals for School Year 2023-2024, and discusses Board-specific goals from the SY24-28 Strategic Plan. Melisa Lemire, Chair, leads a discussion on how the Board will achieve those goals.</p> | | | | |
| C. | School Year 2023-2024 Board Calendar & Committee Assignments | Discuss | Melisa Lemire | 15 m |
| <p>Melisa Lemire, Chair, reviews the School Year 2023-2024 Board of Trustees calendar and discusses confirmation of Committee assignments.</p> | | | | |
| III. | Circuit Street Renovation / Construction Update | | | 5:50 PM |
| A. | Circuit Street Construction Update & Discussion | Discuss | Melisa Lemire | 10 m |
| <p>Sonya Pratt, Executive Director, provides updates around renovation and construction plans for the Circuit Street building. Melisa Lemire, Chair, and Ted Gildea, Vice Chair, lead a conversation around future plans.</p> | | | | |
| IV. | Finance Updates & Discussion | | | 6:00 PM |
| A. | General School Financials Update | Discuss | Ted Gildea | 20 m |
| <p>Sonya Pratt, Executive Director, and Cynthia Marie, CEO of Central Source, present the School's most recent financials. Ted Gildea, Vice Chair & Treasurer, leads a conversation with the Board.</p> | | | | |
| B. | Fiscal Year 2022-2023 Audit Update | FYI | Sonya Pratt | 5 m |
| <p>Sonya Pratt, Executive Director, and Cynthia Marie, CEO of Central Source, present an update on the School's FY23 Audit.</p> | | | | |
| C. | Vote to Approve the FY24 Fiscal Policies and Procedures | Vote | Melisa Lemire | 10 m |
| <p>Jordan Pina, Chief Operating Officer, describes proposed edits to City on a Hill's Fiscal Policies and Procedures. Melisa Lemire, Chair, leads a discussion about the proposed changes and calls for a vote to approve.</p> | | | | |
| V. | Consent Agenda | | | 6:35 PM |
| A. | Vote to Approve the School Year 2023-2024 Staff Handbook | Vote | Jordan Pina | 5 m |

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| <p>Jordan Pina, Chief Operating Officer, presents updates to the School Year 2023-2024 Staff Handbook and calls for questions. Melisa Lemire, Chair, leads a discussion and calls for a vote to approve.</p> | | | | |
| B. | Vote to the Approve School Year 2023-2024 Student and Family Handbook | Vote | Sonya Pratt | 5 m |
| <p>Sonya Pratt, Executive Director, presents updates to the School Year 2023-2024 Student and Family Handbook and calls for questions. Melisa Lemire, Chair, leads a discussion and calls for a vote to approve.</p> | | | | |
| C. | Vote to Approve Updated Executive Director Succession Plan | Vote | Melisa Lemire | 5 m |
| <p>Jordan Pina, Chief Operating Officer, shares an overview of proposed updates to the Executive Director Succession Plan. Melisa Lemire, Chair, leads a discussion of changes before calling for a vote to approve.</p> | | | | |
| D. | Vote to Approve a Second Term for Ted Gildea & Edelyn Contreras | Vote | Melisa Lemire | 5 m |
| <p>Melisa Lemire, Chair, presents Ted Gildea and Edelyn Contreras for reappointment to a second term, and calls for a vote to approve.</p> | | | | |
| E. | Vote to Re-Appoint Officers | Vote | Melisa Lemire | 5 m |
| <p>Melisa Lemire leads a discussion of the current Board Officers, which currently include:</p> <ul style="list-style-type: none"> • Melisa Lemire, Chair • Ted Gildea, Vice Chair & Treasurer • Brooke Fincke, Clerk <p>Following discussion, Lemire calls for a vote to re-appoint all Officers for School Year 2023-2024.</p> | | | | |

VI. Closing Items

7:00 PM

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| A. | Adjourn Meeting | Vote | Melisa Lemire |
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