

**Hyde Leadership Charter School  
Trustees Meeting  
January 2, 2015  
277 Park Avenue New York, NY  
Minutes**

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

Trustees Absent:           Oz Hanley  
                                  David Sachs  
                                  Robert Kramer

Also present:               Thomas Sturtevant, Executive Director  
                                  Michael McNamara, Chief Operating Officer

With a quorum present the meeting began at 11:10 AM, Mr. Fixler presiding.

**1. December 15, 2014 meeting minutes**

A motion was made, seconded and unanimously approved by the Trustees present to approve the minutes from the December 15, 2014 Board meeting.

**2. Revised By-Laws**

Mr. Fixler presented a revised set of by-laws to the Trustees for review and discussion. He described the changes which included updating the title of the senior school official from Head of School to Executive Director, delegating authority to the Executive Director for making salary decisions for the remaining senior school staff, and clarifying the number of monthly meetings the Trustees will have annually. He and Mr. Sturtevant answered questions about the by-laws.

A motion was made, seconded and passed unanimously by the Trustees present to adopt the revised by-laws as presented and also to delegate authority for submitting them as a non-material Charter revision to C.O.O. Michael McNamara.

**3. Revised Student/Parent Handbook**

Mr. Sturtevant described changes to the student discipline policy to conform explicitly to Federal guidelines for due process and clarify what constituted grounds for expulsion. He answered questions from the Trustees.

A motion was made, seconded and passed unanimously by the Trustees present to adopt the revised Student/Parent Handbook, as presented, and also to delegate authority for submitting them as a non-material Charter revision to C.O.O. Michael McNamara.

#### **4. Executive Director Performance Review Process and FY15 Goals**

Mr. Sturtevant and Ms. Dumont collaborated on a formal, written set of policies to set goals for the Executive Director and a timeline for reviewing and evaluating performance against those goals. At the Trustee meetings, the policies were discussed and modified.

A motion was made, seconded and passed unanimously by the Trustees present to adopt the Executive Director Goal Setting Process and Annual Review, as amended, and also to delegate authority for submitting them as a non-material Charter revision to C.O.O. Michael McNamara.

#### **5. Public Comments**

None.

#### **6. Other Business**

None.

#### **7. Adjournment**

There being no further business, the meeting was adjourned at 12:20 pm.

Minutes prepared by Michael McNamara