

**Hyde-Bronx Trustee Meeting Minutes**  
**Hyde Leadership Charter School**  
**Trustees Meeting**  
**July 24, 2017**  
**830 Hunts Point Avenue, Bronx, NY 10474**  
**Minutes**

Trustees Present: Herb Fixler  
Herb Kaplan  
Dennis Mehiel  
Ruth Jarmul  
Tony Stoupas

Trustees Absent: Richard Romanoff  
Jeanette Melendez  
Oz Hanley  
Maureen Singer  
Deborah Dumont

Also present: Thomas Sturtevant, Executive Director  
Stephen Trowbridge, Chief Operating Officer  
Josh Williams, Director of Development and Communications

The meeting began at 6:07 PM, Mr. Fixler presiding. The By-laws require a majority of Trustees to be in attendance (currently 6 are required) to meet quorum. The minutes for the June 29<sup>th</sup> Board meeting will be voted upon at the August meeting.

**1. Finance Committee**

Mr. Trowbridge reviewed the school's financial position and progress to budget for FY 2017. Mr. Trowbridge indicated that the school's YTD figures included a favorable net variance to budget.

Mr. Trowbridge reported that the school's annual audit process will begin in August by the auditing firm BDO. Mr. Trowbridge indicated that BDO has conducted past audits for the school, and that while he had reviewed other audit vendors for consideration in the spring, the school decided to remain with BDO due to their consistent performance and in-depth knowledge of Hyde's operations.

Mr. Trowbridge reported that the school has sufficient operating cash to fund disbursements.

Mr. Trowbridge provided the Board of Trustees with a high-level FY 2018 budget, which includes supplemental income that is expected from the Department of Education.

Mr. Sturtevant commented that in the coming year, the school will be working to bolster its financial position by acquiring the high school facility at 830 Hunts Point Avenue and further advancing fundraising efforts.

## **2. Executive Director Report**

Mr. Sturtevant provided the Board of Trustees with a draft of a revised copy of the school's mission statement, which includes grammatical modifications and replaces "parents" with "families" to reflect Hyde's multifaceted family networks (See Appendix A). Mr. Sturtevant indicated that the Board will vote on this proposed modification to the mission statement at the next Board meeting.

Mr. Sturtevant reported that teacher retention has improved at the school. Mr. Sturtevant noted that Hyde High School has particularly strong retention figures, with over 90% of staff returning, followed by Hyde Middle School and Hyde Elementary School.

Mr. Sturtevant reported that the school's academic outcomes for the 2016-2017 school year were strong. For the second year in a row, 100% of Hyde 8<sup>th</sup> grade students took 3 New York State Regents Exams, and the year-over-year change in performance was encouraging. Mr. Sturtevant noted that approximately 50% of Hyde 8<sup>th</sup> grade students passed all 3 Regents Exams, setting them up for Advanced Regents success in high school and higher levels of college readiness following their high school graduation.

Mr. Mehiel inquired whether most schools are pushing rigorous, Regents-level coursework at the middle school level. Mr. Sturtevant replied that many high-performing schools are doing this, and that Hyde has elected this course of action in order to strengthen K-12 college readiness outcomes.

Mr. Kaplan inquired how the middle school culture is being impacted by the inclusion of Regents level coursework at the middle school level. Mr. Sturtevant replied that middle school students and parents are celebrating 8<sup>th</sup> grade Regents outcomes, and that the middle school has also intentionally worked to improve creating a character culture in which students hold one another to their best.

Mr. Sturtevant reported that Hyde High School is experiencing a steady year-over-year growth in the percentage of students who graduate from high school with an Advanced Regents diploma, a measure of improved college readiness.

Mr. Sturtevant also noted that Hyde High School has implemented a new intervention program for students who have failed multiple courses in middle school, providing them with a modified pacing schedule to encourage consistent credit accumulation.

Mr. Sturtevant noted that the school's Department of College Counseling and Post-Secondary Success continues to evaluate best-fit colleges for students and counsels them toward schools that provide Hyde graduates with the resources they need to succeed. Mr. Sturtevant indicated that the Department of College Counseling and Post-Secondary Success also regularly reviews which colleges have the most success with Hyde graduates and students with similar demographic characteristics. Mr. Sturtevant reported that 100% of Hyde's graduating Class of 2017 have applied, been accepted, and enrolled into college for 2017-2018.

Mr. Sturtevant noted that the SUNY is considering authorizing a program in which charter schools can create methods to certify their own teachers. While this is still under review, Mr. Sturtevant noted this could have a significant impact on Hyde's recruiting and retention efforts.

Mr. Sturtevant reported that the school is doing a lot of work on its Charter Renewal application to SUNY, and that the Board will need to be involved in the renewal process. Mr. Sturtevant noted that Board members will likely be meeting with SUNY representatives in late September or early October.

Mr. Sturtevant noted that the school is continuing to invest in its K-8 space, including a \$30,000 grant from a family to upgrade K-3 learning spaces and a \$150,000 grant from the City Council to upgrade K-8 bathrooms.

### **3. Development Committee**

Mr. Williams reported that in the final months of the fiscal year, significant gifts and gift commitments came in; as a result, the school met its fundraising goal for the year. Mr. Williams also reported on July YTD fundraising results, which he noted were above average due to two large individual gifts.

Mr. Williams reported on the progress of additional development and communications activities, including a personalized note that will be going to all FY 17 donors, a grant that is

being written for The Sara Chait Memorial Fund, and follow-up for gifts that have not yet been received.

Mr. Williams encouraged the Board to review the FY 18 plan and meet one-on-one with Ms. Valarie Hunsinger, the incoming Director of Development and Communications, to establish individualized fundraising plans for the year.

Mr. Williams thanked the Hyde Board of Trustees for their support over the past three years during his tenure as Director of Development and Communications. Mr. Williams noted that he is excited for his adventure to continue to Northwestern University's Kellogg School of Management, and that he will remain committed to Hyde's mission, values, and educational philosophy in the years ahead.

**4. Human Resources Committee**

No report.

**5. Marketing / PR / Advertising Committee**

No report.

**6. Facilities Committee**

No report.

**7. Education Committee**

No report.

**8. Government Relations Committee**

Mr. Williams indicated that he would be meeting with Ann Noonan of State Senator Ruben Diaz's office to share the news of Ms. Hunsinger's promotion and his transition to the Kellogg School of Management.

**9. Any other business**

No report.

**10. Public comments**

No report.

## **11. Adjournment**

There being no further business, the meeting was adjourned at 7:13 PM.

Minutes prepared by Josh Williams.