

Hyde-Bronx Trustees Meeting Minutes
Hyde Leadership Charter School
Trustees Meeting
December 18, 2017
830 Hunts Point Avenue, Bronx, NY 10474

Trustees Present: Herb Fixler
Herb Kaplan
Oz Hanley
Maureen Singer
Ruth Jarmul
Jeanette Melendez

Trustees Absent: Deborah Dumont
Richard Romanoff
Tony Stoupas
Dennis Mehiel

Also present: Thomas Sturtevant, Executive Director
Stephen Trowbridge, Chief Operating Officer
Valarie Hunsinger, Director of Development and Communications
Christine Moloughney Froman, Director of the Elementary School
Yvonna Wise, Middle School Director of School Family Partnership

The meeting began at 6:08 PM.

1. Finance Committee

Mr. Trowbridge provided a detailed review of the school's current financial position. Mr. Trowbridge noted the school's November YTD revenue was favorable by approximately \$35,000 and November's YTD expense was unfavorable by \$22,000. Mr. Trowbridge noted that the approximate net variance is favorable by \$13,000.

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For FY 2018 YTD, Mr. Trowbridge reported that the total revenue is \$7,553,468 and is favorable by \$43,000. The budgeted expenses are \$7,354,849 and is favorable by \$51,000. Mr. Trowbridge noted that the net variance to the budget is favorable by \$198,618, which represents a 1% variance.

At 6:32pm a quorum was present, with Herb Fixler presiding.

Mr. Trowbridge presented a board resolution that will allow Mr. Sturtevant and himself to submit financial documents for the NYC Department of Youth and Communities Affairs. A motion was made, seconded, and unanimously approved by the Trustees to pass this resolution.

2. Approve minutes from October 23rd and November 27th meetings

A motion was made, seconded, and unanimously approved by the Trustees present to approve the minutes from the October 23rd and November 27th meetings.

3. Facilities Committee

Mr. Fixler noted that the high school building purchase was finalized on December 15th.

4. Executive Director's Report

Mr. Sturtevant reflected on end-of-year developments including the purchase of the high school building and the SUNY charter transfer and 5 year renewal, and recognized those that played a role in those developments.

Mr. Sturtevant introduced Ms. Moloughney. Froman, the new Elementary School Director and noted her work with the charter transfer, the purchase of the high school, Hyde 101, Recruitment Director, and Dean of School Life in the Elementary School. Ms. Moloughney Froman shared her background, her experience at Hyde, and her vision for the Elementary School, including strengthening Hyde's signature practices and bringing a greater sense of joy of learning in the classrooms. Mr. Fixler thanked her for her transition, and asked her to identify elementary school needs. Ms. Moloughney Froman reiterated the need to strengthen Hyde's signature practices including parent discovery groups, school meeting, brother's keeper, etc. Ms. Singer asked about teacher receptivity and how she will measure improvements. Ms. Moloughney Froman discussed her involvement in Hyde 101 and her previous work in the elementary school, noting how those experiences have allowed her to build strong relationships with staff. Mrs. Moloughney Froman noted the improvements will be measured by how many teachers have committed to the elementary school. Mr. Hanley asked about a time when Mrs. Moloughney Froman had failed, and Mrs. Moloughney Froman discussed her the difficulties of her first year teaching.

Mr. Sturtevant highlighted the middle school independent projects week. Ms. Wise noted the numerous projects taking place from math, science, fashion, baking, also noted the positive impact on challenging behaviors.

Mr. Sturtevant noted the maternity leave of Celia Sosa and start of Ms. Thiyagarajah as acting High School Director.

Mr. Sturtevant discussed the early faculty salary letters and the impact on teacher retention. Mr. Sturtevant noted the benefits of early communications in retaining strong teachers. Mr. Sturtevant proposed a 5% to 7% increase. Ms. Jarmul questioned the impact on budget and inquired about a merit system. Mr. Sturtevant noted the feasibility of the increase and also discussed Hyde's internal pay scale and merit system. Mr. Sturtevant noted that a strong faculty is of highest importance. The board affirmed the salary letter process.

5. Development Committee

Ms. Hunsinger highlighted three examples of board engagement including assistance with the annual appeal, the growth of Hunts Point Businesses, and Giving Tuesday. Ms. Hunsinger thanked Ms. Dumont, Ms. Singer, Mr. Stoupas, Mr. Kaplan, Mr. Hanley, and Ms. Jarmul for supporting Giving Tuesday. Ms. Hunsinger noted that \$13,500 was raised during Giving Tuesday, with 54 unique donors. Ms. Hunsinger presented "Hyde Highlights" including the visit of Councilmember Rafael Salamanca, alumni graduations, sports teams, Independent Projects Week, and student giving projects. Ms. Hunsinger reviewed fundraising goals through December 31st, noted that 12% of all giving happens in the last three days of the year. Ms. Hunsinger presented big gifts updates. Ms. Hunsinger provided a summary of recent fundraising and communications activities, including work on the Character Matters newsletter, annual appeal letters, foundation partnerships, and Associate Board work.

6. Human Resources

No report.

7. Marketing/ Advertising/ Public Relations Committee

No report.

8. Education Committee

No report.

9. Nominating Committee

Mr. Fixler noted that Susan Engel's board application will be voted on at the January board meeting.

10. Other Business

Mr. Fixler noted that the next board meeting would be on January 22nd and the board retreat would be on held on February 3rd.

11. Public Comments

No report.

12. Adjournment

There being no further business, the meeting was adjourned at 8:19 PM.

Minutes prepared by Stephen Trowbridge and Valarie Hunsinger