



HYDE LEADERSHIP CHARTER SCHOOL

**Board of Trustees Meeting Agenda
830 Hunts Point Avenue
Bronx, NY 10474
December 17, 2018 - 6:00 PM**

- 1. Approve minutes from November 26th**
- 2. Executive Director's Report**
- 3. Finance Committee**
 - **Financial review**
- 4. Development Committee**
- 5. Human Resources Committee**
- 6. Facilities Committee**
- 7. Marketing/PR/Advertising Committee**
- 8. Education Committee**
- 9. Government Relations Committee**
- 10. Nominating Committee**
- 11. Any other business**
- 12. Public Comments**
- 13. Adjournment**

**Hyde Leadership Charter School
Trustees Meeting
November 26, 2018
830 Hunts Point Avenue, Bronx, NY 10474**

Trustees Present:

Herb Fixler
Herb Kaplan
Ruth Jarmul
Chavon Sutton
Susan Engel

Trustees Absent

Oz Hanley
Deborah Dumont

Via Phone:

Tony Stoupas
Maureen Singer

Also present:

Thomas Sturtevant, Executive Director
Stephen Trowbridge, Chief Operating Officer
Valarie Hunsinger, Director of Development and Marketing
Nick Ober, Associate Board Co-Chair

The meeting began at 6:09 PM, Mr. Fixler presiding.

1. Approve minutes from the October 22nd board meeting

With a quorum present, a motion was made, seconded, and unanimously approved by the Trustees present to approve the minutes from the October 22nd, 2018 board meeting.

2. Executive Director's Report

Mr. Sturtevant presented recent college results noting that 70% of Hyde alumni are in college or have graduated from college. Mr. Sturtevant highlighted the work of the college team noting the work on early action college applications.

Mr. Sturtevant noted the passing of former trustee, Wilder Baker, and recognized his service to Hyde and the impact of the Wilder Baker College Relief Fund that helps alumni who need a small amount of financial assistance to persist towards college completion.

Mr. Sturtevant highlighted a potential partnership opportunity with the NYU teaching program that will bring on four to five teachers for a three-year teaching commitment.

Mr. Sturtevant discussed the use of a new technology tool called Teach FX which records student and teacher talk and addresses ways to strengthen student engagement.

Mr. Sturtevant highlighted the coaching model that originated in the middle school and is now in all three divisions.

Mr. Sturtevant highlighted the importance of partnerships and discussed a recent connection to the Executive Director at St. Ignatius.

Mr. Sturtevant presented that the interim director in the middle school is doing well and highlighted that the elementary school has made great progress this school year.

3. Finance Committee- October Financial Review

Mr. Trowbridge provided a financial review of October. Mr. Trowbridge noted that the school's October's YTD revenue was \$6,270,000 and was favorable by approximately \$64,000, and Octobers' YTD expenses were \$6,106,000 and were favorable by approximately \$140,000. Mr. Trowbridge noted that the approximate net variance to the budget is favorable by \$205,000

4. Development Committee

Ms. Hunsinger reviewed the FY 2019 Fundraising Goal and provided an update on current donations, noting that 16% of our goal has been raised. Ms. Hunsinger thanked Ms. Engel for hosting a successful Friendraiser and noted the upcoming Annual Appeal, and Open House on December 12th.

5. Human Resources Committee

No report

6. Facilities Committee

No report

7. Marketing/ PR/Advertising Committee

Ms. Jarmul presented on her meeting with Manny Gonzalez, the new Marketing Director for College Access and Success.

8. Education Committee

The Education Committee highlighted the work of the elementary school around discovery groups and character development. The Education Committee also discussed students who are applying early action to college. The Education Committee will also arrange for board members to meet students before each board meeting.

9. Government Relations Committee

No report

10. Nominating Committee

Mr. Fixler reported that Mr. Richard Romanoff has stepped down from the Board, due to moving out of state and not being able to continue. Also, Mr. Fixler reported that our Parent Representative, Ms. Jeanette Melendez who's term ends November 30, 2018, will not be renewed. Ms. Melendez is unable to continue due to her going back to school. Lastly, Mr. Fixler reported that Mr. Vincent (Oz) Hanley has been granted a leave of absence for approximately six months. Mr. Hanley is still very committed to Hyde and will resume, but he needs to take some time away for personal reasons.

For the time being, the fixed number of Trustees will be 9.

11. Any other business

The December board meeting will be on December 17th. The board retreat will be in January or February and the date is to be decided.

12. Public comments

No comments

13. Adjournment

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

Minutes prepared by Stephen Trowbridge and Valarie Hunsinger

	2018 - 2019		11/1/2018 - 11/30/2018		November YTD		
	Budget		Budget	Actual	Budget	Actual	Difference
REVENUE:							
GOVERNMENT FUNDING	19,304		1,571	1,596	7,702	7,753	50
FUND RAISING	315		24	14	88	81	(6)
OTHER	96		1	20	12	67	55
TOTAL REVENUE	19,715		1,596	1,630	7,802	7,901	98
EXPENSES:							
SALARIES	12,969		1,076	1,079	5,279	5,127	152
FRINGE BENEFITS	2,795		232	148	1,142	1,002	140
TOTAL PERSONNEL COSTS	15,764		1,308	1,226	6,421	6,129	292
NON-PERSONELL COSTS	3,157		171	173	1,084	1,160	(76)
830 HPA - HS	660		55	56	275	278	(3)
TOTAL EXPESNES	19,581		1,534	1,455	7,780	7,566	214
NET SURPLUS / (DEFICIT)	134		62	175	22	335	313
Full Year Budget - Net Surplus/(Deficit)	134						
Year-to-Date Results	335						
Variance to Budget - Surplus/(Deficit)	201						