

Hyde Leadership Charter School
Trustees Meeting: Minutes
February 24, 2020
830 Hunts Point Avenue, Bronx, NY 10474

Trustees Present:

Herb Fixler
Ruth Jarmul
Herb Kaplan
Susan Engel

Trustees Absent:

Deborah Dumont
Maureen Singer

Via Videoconference: Tony Stoupas, Trustee (prior notice posted, counts toward quorum)
Chavon Sutton, Trustee (no notice, doesn't count toward quorum)

Also present:

Thomas Sturtevant, Executive Director
Stephen Trowbridge, Chief Operating Officer
Valarie Hunsinger, Director of Development and Marketing
Karl Cesar, Technology Manager (technical support)
Elizabeth Hittenmark, Director of Students and Family Support
Yvonnia Wise, Director of School Family Partnership

The meeting began at 6:03 PM, Mr. Fixler presiding.

1. Approve minutes from January 25th

With a quorum present, a motion was made, seconded, and unanimously approved by the Trustees present to approve the minutes from the January 25, 2020 board meeting.

2. Executive Director's Report

Mr. Sturtevant discussed recent discipline decisions.

The board discussed the use of scanners at the school. Mr. Fixler reported on the historical decision to not have scanners at the high school. Ms. Hittenmark reported on a recent high school

family meeting to discuss school safety. Mr. Sturtevant reported on the overall safety measures currently in place. Mr. Sturtevant and Mr. Trowbridge will conduct an additional review and will present a management recommendation in the next 60 days.

Mr. Sturtevant also discussed the recent attack on the 41st precinct, noting that Hyde sent letters and flowers.

Mr. Sturtevant presented the elementary school's reading initiative, which included teachers recording read alouds so families could access daily read alouds for their students during the winter break.

Mr. Sturtevant noted that the middle school wrapped up a successful J-Term with high-quality student work. Mr. Sturtevant noted that the middle school has begun a strong state test prep program.

In the high school, Mr. Sturtevant noted that 100% of on-track college seniors have applied to college and highlighted recent college acceptance, including a student who received a full scholarship to Sarah Lawrence College. Mr. Sturtevant also recognized that the boy's basketball team made it to the playoffs. Mr. Sturtevant noted that the high school debate team did well at the Harvard Debate Tournament. Lastly, Mr. Sturtevant noted the expansion of after school opportunities for high school students.

3. Education Committee

No report.

4. Human Resource Committee

No report.

5. Finance Committee

- **Auditor review- update**

Mr. Trowbridge presented an update on the auditor review process. After receiving proposals from six firms, the list was narrowed to three finalists who presented at Hyde (Feb 5-7) . The COO, in conjunction with the Executive Director, Finance Committee representation as well as Hyde Finance staff members selected Marks Paneth to succeed

BDO as auditors. With a quorum present, a motion was made, seconded, and unanimously approved by the use of the auditors Marks Paneth subject to an acceptable engagement letter.

- **January & YTD financial results**

Mr. Trowbridge reported on financial results for the month of January 2020 as well as YTD results. For January 2020, Revenue was favorable by \$77K while Expenses were favorable by \$1K, and Net Surplus was favorable by \$78K compared to the January budget. For YTD results, Revenue is favorable by \$147K, Expenses are unfavorable by \$59K, and Net Surplus is favorable by \$88K compared to the budget. In addition, the Debt Coverage Ratio is 1.4 and all SUNY Fiscal Dashboard benchmarks are “Good” or “Excellent”

5. Development Committee

Ms. Hunsinger reviewed the FY 2020 Fundraising Goal and provided an update on current donations, noting that 62% of our goal has been raised. Ms. Hunsinger highlighted the importance of checking in with individual donors. Ms. Hunsinger also provided updates on upcoming activities, including the Spring Social which will be held on May 28th.

4. Nominating Committee

Discussions continued around two prospective board members, Mr. Best and Mr. Mootoo. Mr. Trowbridge will follow up with Mr. Mootoo and Mr. Sturtevant will follow up with Mr. Best.

5. Marketing, PR, Advertising Committee

No report.

6. Facilities Committee

No report.

7. Human Resource Committee

No report.

8. Facilities Committee

No report.

9. Any other business

Mr. Fixler reported that the negotiations with the Hyde Foundation related to our licensing agreement are still in progress and are currently with the respective attorneys.

Mr. Fixler also noted that the Board Strategic Planning Committee held its first meeting, focusing on long-term priorities which will be discussed at an upcoming Board meeting.

10. Public Comments

No report.

11. Adjournment

There being no further business, the meeting was adjourned at 7:49 pm.

Minutes prepared by Stephen Trowbridge and Valarie Hunsinger