New Heights Board of Trustees

April 23, 2019

Starting Time: 5:30pm

Dinner Served: 5:00pm

Location: 1690 Main Street, Brockton, MA

1. Call to Order
   1. Meeting call to order at 5:36PM
2. Roll Call
   1. Maria Fernandes
   2. Ollie Spears
   3. Taisha Crayton
   4. Rick Schwartz
   5. Pat Gray
   6. Stephen Bernard
   7. Emmanuel Daphnis
   8. Mike Sullivan, Absent
   9. Nick Christ, Absent
   10. Vinnie Marturano, Absent
   11. NHCSB Staff who were present: Omari Walker and Janice Manning
3. Reading and Approval of Minutes from March 26, 2019
   1. Minutes approved
4. Reports of Officers, Boards, and Standing Committees
   1. Chairperson’s Report (N/A)
      1. Discussion of meeting and possible relationship with Hamlin Management. Goal is to secure funding from Hamilton Management to purchase 1690 Main Street before or after final buildout is completed.
         1. Maria makes a motion to allow Omari and designated Board members (Building Committee) to continue to negotiate with Hamlin Management.
         2. Discussion:
            1. Maria would like New Heights to contact other charter schools (30) who have relationship worked with this company.
            2. Taisha will send procurement documents/software and references. Taisha offers Susan Goldfischer susan.goldfischer@mass.gov from DCAM to secure procurement documents.
            3. Rick questions the possibility of getting a loan on a building.
         3. Maria repeats motion, all are in favor, passes unanimously.
      2. ED Mr. Walker requests permission to use Mike Ronin + Central Source as consultants to assist in the planning and negotiation of all facility matters. Taisha will relinquish role as temporary OPM. Mike’s rate is $100 per hour.
         1. Discussion
            1. Janice and Business Manager will be attending Procurement training.
            2. ZBA application must be filed by May 9, 2019.
            3. Ollie Spears requests to see resume.
      3. Manny discusses Maria’s Resignation letter for April 30, 2019.
         1. Manny motion to accept the resignation letter.
         2. Discussion:
            1. Rick suggests postponing resignation until May 31, 2019.
            2. Ollie sees potential conflict of interest at future meetings. Ollie would like to seek another female board member.
            3. ED Walker does not foresee any potential conflicts.
         3. Manny repeats motion, votes 2 Yes:4 No
         4. Rick motions to accept resignation to May 31, 2019
         5. Discussion: None
         6. Manny repeats motion, votes 4 Yes: 2 No, majority votes to extend resignation until May 31, 2019.
            1. Maria will re-submit resignation letter with new date for board records.
      4. Omari discusses increase in staffing 1 FTE for Dean of College Access during FY19. 1/12 of $95,000.
         1. Ollie motions to accept FTE for DCA during FY19.
         2. Discussion:
            1. When does this position begin working here? Director of College Access will begin on June 1, 2019.
            2. Ollie would like to know if this position will have meetings or work to complete during the month of May. No paid work will happen until June 1, 2019.
         3. Manny repeats motion, all are in favor, passes unanimously.

Executive Session

1. Motion to move to Executive Session to discuss Building Committee agreements.

Roll Call:

1. Maria Fernandes
2. Ollie Spears
3. Taisha Crayton
4. Rick Schwartz
5. Pat Gray
6. Stephen Bernard

Executive Session entered at 6:56 PM

B. Motion to exit Executive Session at 8:07 PM, approved.

* + 1. Ollie motions to negotiate lease at 661 Center Street
       1. Discussion: None
       2. Maria repeats motion, all are in favor, passes unanimously.

Executive Session

1. Motion to move to Executive Session to clarify building questions.

Roll Call:

1. Maria Fernandes
2. Ollie Spears
3. Taisha Crayton
4. Rick Schwartz
5. Pat Gray
6. Stephen Bernard

Executive Session entered at 8:11 PM

B. Motion to exit Executive Session at 8:13PM, approved.

* + 1. Ollie motions to hire a local attorney for ZBA, ED Walker amended to hire attorney to attend June 2019 ZBA meeting.
       1. Discussion: None
       2. Ollie repeats motion, all are in favor, passes unanimously.
    2. Motion to hire David Fernetti to create/review /amend the lease from 661 Centre Street.
       1. Discussion: None
       2. Ollie repeats motion, all are in favor, passes unanimously.
    3. Ollie discusses meeting with New Heights Business Manager, Suzanne Graham. Suzanne will be reviewing past financial data and costs, including leased copier, overage, and technology which is predicted to exceed tentative FY budget.
       1. Motion to accept Year-to-Date Finances.
       2. Discussion:
          1. Recommendation to Finance Committee to put allowance for ED Walker and team to stay under a specific costs, staff retention, etc.
          2. ED Walker confirms that he does have benchmarks that he is responsible for to the Governance Board so there is a “vehicle” to add objectives.
          3. Maria Fernandes recalls previously asking for Board goals and goals for ED Walker.
       3. Maria repeats motion, all are in favor, passes unanimously.
  1. Executive Director’s Report
     1. College Credits
        1. New Heights is ahead of schedule with students earning college credits.
        2. Giving Sophomores the opportunity to take college courses on MCC campus. This is motivation to keep our strongest students.
     2. College Courses
     3. Building Expansion
     4. New Positions
        1. Q & A Staff Changes. Maria Fernandes questions the grade 9 Biology teacher leaving in middle of year. Omari explains that previous teacher went to work as a Biologist in his field. Administrator support is recommended in classroom if/when teachers are resigning.
     5. Staff Travel

1. Reports of Special Committees
   1. Academic Excellence Committee (Pastor Manny)
      1. Report: Rick discusses previous April 2019 meeting and 714 college credits earned by students.
   2. Ad Hoc Building Committee (Taisha Crayton)
      1. Report
   3. Finance Committee
      1. March Financial Report
      2. FY19 YTD Report
   4. Fundraising Committee (N/A)
   5. Governance Committee (N/A)
2. Special Orders
3. Good of the Order
   1. Announcements
      1. Important Dates to Note
         1. Museum of Science for College Ready students

Tuesday, April 23rd

* + - 1. Grades 6&7 Dance

Thursday, April 25th 6-8pm

* + - 1. College Visit:
         1. Lasell May 9th
         2. Harvard June 10th

1. Adjourn
2. The meeting was adjourned at 8:36 pm