New Heights Board of Trustees

October 1, 2019

Starting Time: 5:30pm

Dinner Served: 5:00pm

Location: 661 Centre Street, Brockton, MA

1. Call to Order at 5:36pm
2. Roll Call
	1. Michael Sullivan
	2. Rick Schwartz
	3. Stephen Bernard
	4. Emmanuel Daphnis
	5. Ollie Spears
	6. Nick Christ
	7. Kimberly ZouZoua
	8. Gregory Phillips
	9. Vinnie Marturano, Absent
	10. New Heights Staff members in attendance
		1. Omari Walker
		2. Janice Manning
		3. Suzanne Graham.

J. Auditor

1. Colleen D’Alfonso
2. Reading and Approval of Minutes from September Emergency 2019
	1. Mike Sullivan motions to approve minutes from emergency meeting. Motion seconded by Ollie Spears. Motion to accept is passed unanimously.
3. Auditor’s Report
	1. Review of FY19 Audit Report (handout provided by Auditor)
	2. Nick Christ Motions to accept the auditor’s report. Gregory Phillips seconds the motion. Motion passed unanimously.
4. Board Members attend College Knowledge with Maria and NHCS parents
5. Reports of Officers, Boards, and Standing Committees
	1. Chairperson’s Report
	2. Executive Director’s Report
		1. Student Enrollment
			1. Discussion of challenges in enrollment this year and process to enroll 630 students. ED Walker reports current enrollment of 622 students as of October 1
			2. ED Walker explains impact of lower number of students to funding, academic program and staffing.
			3. Nick Christ discusses Finance Committee’s position, including keeping conservative approach to tuition rates. It is the belief of Finance Committee that there is no need for staff layoffs.
			4. Questions and explanation of Randolph “seat cap” and Chapter 70 Funding.
			5. Nick Christ motions to approve Finance Committee recommendation give the ED ability to operate the current budget with a deficit based on current revenue and cash surplus from FY19. Ollie Spears seconds the motion.
				1. Discussion around future prevention of enrollment challenges, including sending early invitations and policy set for Enrollment Coordinator, also revisit the possibility of taking Randolph students as NHCS students. Judge Phillips suggests that NHCS staff and Board look at exit interviews and reasons why students leave our schools. Pastor Manny discusses anecdote that Centre Street is incentive, and we should differentiate between MS and HS. Mike Sullivan would like a report of retention rate, statistics, exit interviews for the Board to review. Nick Christ would like time to review new proposed budget, as long as it is in line with previous budget.
				2. Motion passed unanimously.
		2. Fence
			1. Ollie Spears explains that some students at Main Street are exposed to street. Quotes (handout) for fencing have been provided. Judge Phillips questions purpose of fence to ensure safety. Janice Manning discusses request to zoning board to be zoned as school. Board members discuss posts, and possibility of getting quote from Hawkeye Fence.
			2. Zoning Board meeting on October 24. Board members suggest getting documentation from State from Clerk. Recommendation that at least 5 members attend, Janice will send an email to notify all of date/time. Zoning for both campuses.
		3. Marketing Plan
			1. ED Walker shares that Wellington Foundation and Yully Cha visited NHCS. Different Foundations and Donors have not yet heard about NHCS; how can we create a *buzz?*
			2. Kimberly ZouZoua questions include: Are we prepared for influx? Are we confident in recertification of charter?
				1. ED Walker believes that we are in a strong position to begin this campaign.
				2. Could we bring this to Harvard or MIT for graduate school or interns? What is the focus/purpose of marketing campaign?
				3. Every time there is a “good story,” we should get out a press release whether or not it is picked up.
				4. Marketing plan will be developed and discussed
				5. Kimberly ZouZoua motions to create an ADHoc Public Relations Committee to research marketing opportunities for NHCS. Judge Phillips seconds motion. Motion passes unanimously.
		4. Voluntary Student Retention
			1. ED Walker discusses loss of students due to parents looking to retain for sports gains. Reclassing a student will not benefit NHCS due to lack of sports programs. The Board decides to not change current policy.
			2. Ollie motions to move reclass matter to Academic Advisory Committee. Motion seconded. Motion approved unanimously.
		5. Consultant Fees
			1. Nick Christ discusses Finance Committee’s recommendation to move Consultant Fees to different line item in budget. Motion to move Consultant Fees to different line item in budget. Motion seconded. Motion approved unanimously.
6. Reports of Special Committees
	1. Academic Excellence Committee (Pastor Manny)
		1. Meeting will take place this month (October)
		2. Members: Emmanuel Daphnis, Rick Schwartz, Kimberly ZouZoua, and leadership members from NHCS.
		3. Brief review of June 2019 meeting and dashboard, invitation extended to Dean of Data & Accountability.
	2. Building Committee (Rick)
		1. Discussion of future Facilities Plan (handout provided by Rick Schwartz)
	3. Finance Committee (Nick)
		1. FY19 Finances
		2. YTD Finances
	4. Governance Committee (Rick and Vinnie)
		1. N/A
	5. Fundraising Committee
		1. N/A
7. Special Orders
8. Good of the Order
	1. Announcements
		1. Ollie Spears motions to include and expect 2 student representatives to serve as non-voting, advisory member of the Board. Kimberly ZouZoua seconds the motion. Judge Phillips would like to amend this motion to ensure the Board sets appropriate parameters for these members.
		2. Stephen Bernard motions table this until the next meeting. Motion seconded. Vote of motion pass 7-1. No abstains.
	2. ED Walker discussed MOU from MCC. Mike Sullivan motions that Governance Committee invites member of MCC staff to sit on NHCS Board. Motion seconded. Motion approved unanimously.
9. Meeting Adjourned at 7:15pm