



Old Sturbridge Academy Charter Public School
Minutes of the Governance Committee

DRAFT

Meeting Date: Thursday, April 14, 2022
Time: 4:00 p.m.
Location: Zoom Video Conference
Members present: Pamela Boisvert, Vivian Brooks, James Korman, Richard McGrath, Jessica Miller
Members absent: None
Staff present: Jim Donahue, Alex McConnon, Jasmin Rivas
Others present: None

Order of Business:

Public Access 1 on Docketed Items*

1. Approval of minutes – March 10, 2022..... Pamela Boisvert
 - **Motion: Approve the minutes of the March 10, 2022 Governance Committee meeting**
2. Discussion and vote to allow non-board committee members to vote in the committees..... Pam Boisvert
3. Review, revise, and approve template prospect form – introduction to potential board prospects..... Pam Boisvert
4. Initial discussion of board needs in new members..... Jim Donahue
5. Discussion on quorum deadline..... Pam Boisvert
6. Discussion on upcoming evaluations..... Pam Boisvert
7. New/Other Business

Public Access 2*

Adjournment

Documents and Exhibits:

- Draft Minutes of March 10, 2022
- 2022-04-14_Draft OSA Prospect Form

Ms. Boisvert called the meeting to order at 4:04 p.m.

Ms. McConnon conducted a roll call of the Committee. Quorum was established.

Public Access 1 on Docketed Items

Ms. Boisvert asked if there were any comments from members of the public. There were none.

1. *Approval of minutes – March 10, 2022*

Ms. Boisvert said on page two of the “Process for Nominating and Appointing/Electing Board and Committee Members” section, Ms. Brooks needs to be added to the list of current Trustees who are in their final months of their terms.

Ms. Boisvert requested a motion to approve the amended minutes of the March 10, 2022 Governance Committee meeting.

Motion: Ms. Brooks moved to approve the minutes of the March 10, 2022 Governance Committee meeting as amended.

Second Ms. Miller seconded the motion.

All in favor

Motion passed.

2. *Discussion and vote to allow non-board committee members to vote in the committees*

Ms. Boisvert asked for a motion to move ahead with a vote on community members being voting members and if it is moved and seconded, there could be a discussion on how to proceed. The committee agreed.

Motion: Mr. McGrath moved to allow non-board committee members to vote in the committees for Old Sturbridge Academy Charter Public School.

Second Ms. Miller seconded the motion.

Ms. Brooks emphasized the importance in having community members participating in the committees to show their perspective but did not agree that they should receive voting rights. Mr. Korman noted that the committee members would be voting on a recommendation, but the final vote on a decision would be by the Board of Trustees. Discussion ensued about if the word “vote” was appropriate since the final vote is by the DESE approved board.

Mr. Donahue noted how the Academic Excellence committee made a recommendation at one of their meetings to do in-person parent meeting about the health curriculum which did not go to the board and that committee recommendations that he is in agreement with can sometimes go to management without going to the full board.

Vote: 4-1-0 (Ms. Brooks NO)

Motion passed.

Ms. Boisvert said the committees will go forward with their community members who are non-board members voting on making recommendations to the full board.

3. Review, revise, and approve template Prospect Form – introduction to potential board prospects

Ms. Boisvert reviewed the draft form and said this is what could be used to bring a prospect forward before a nominee is aware that they are under consideration. The committee agreed that the form worked for this process.

4. Discussion on quorum deadline

Mr. Donahue said it is difficult to track a quorum when staff does not know expected meeting attendance until the last minute. Mr. Donahue proposed that board/committee members should notify Ms. McConnon by 8:00 a.m. the day of the meeting if they are planning on attending. If there is no quorum, he will release people so that no one's time is wasted. The committee agreed and said this could also be incorporated into the new Trustee manual.

5. Discussion on upcoming evaluations

Ms. Boisvert notified the committee that spring evaluations for the CEO, Trustee self-evaluations, and the existing management contract evaluation will be coming up. Ms. Brooks asked Ms. Boisvert to provide a guideline of how she would like them done and when they should be presented to the board. Mr. Donahue noted that DESE expects to have it completed around the time of the annual report on July 31st. Ms. Boisvert and Ms. Brooks will discuss timelines with Ms. McConnon's involvement as well.

Ms. Brooks asked Mr. Donahue and Ms. Rivas to provide their input of DEIA efforts for the evaluations. Mr. Donahue and Ms. Rivas confirmed. Mr. Donahue said Ms. Rivas' position will also be included in the management contract.

6. Initial discussion of board needs in new members

Ms. Boisvert suggested tabling this topic to the next meeting because of the time limit. The committee agreed.

Mr. Donahue said there are some board seats that need to be filled and asked the committee to start thinking about who they would want to "replace them" when it is their time to graduate in order to build a bench of people with similar skills.

7. New/Other Business

Ms. Boisvert asked if there any new or other business.

Ms. Brooks asked to address what constitutes a quorum at a future meeting regarding committee members.

Mr. Donahue said the Joan McGrath lecture series on April 9, 2022 was a big success. Mr. McGrath confirmed.

Mr. McGrath congratulated Mr. Donahue on his award for the Massachusetts Preservation Society. Mr. Donahue thanked everyone and said it was a team effort.

Public Access 2

Ms. Boisvert asked if there were any comments from members of the public. There were none.

Adjournment

Ms. Boisvert asked for a motion to adjourn.

Motion: Ms. Brooks moved to adjourn the meeting.

Second: Ms. Miller seconded the motion.

All in favor.

Ms. Boisvert adjourned the meeting at 5:07 p.m.