

**The SABIS International Charter School
160 Joan Street
Springfield, MA 01129
Board of Trustees**

Minutes of SABIS Board of Trustees Meeting – April 27, 2020
Governance Committee
via conference call

In Attendance: Joyce Gondek, Paula Meara, Luis Aponte, Sonja Shaw

Guests: Vanessa Pileggi

Not Present: James Hollins

I. Meeting called to order at 6:05 p.m. by Joyce Gondek.

II. **Bylaws Update**

Committee had no further changes to the document. Add phrase about selection process, and that BOT has no more than 60 days to bring to Board for vote. Paula Meara reviewed with DESE whether hiring the business manager was customary in board bylaws; she read the email response/ saying most schools have a business manager/CFO, with an EMO most functions are performed by the EMO. In this example, a contract would need to clearly distinguish roles of both parties and expectations for cooperation. If business manager reported directly to board, it would require amendment to leadership structure to school; and would be reflected in revised bylaws, have to revise and submit new organizational chart showing new role reporting to the board and the role's placement in the structure. Committee does not see reason to change it. Get clarification once contract committee meets tomorrow. Paula Meara moved to keep business manager role as is. Seconded by Luis Aponte and approved; all in favor. Paula Meara also read section of email sent to Joyce for section 3.

Interim Director was not voted on yet. The SEM original letter from July 2019 indicated they would initiate a search for Director/not initiated yet. Sonja Shaw will provide Amy Wesley advance notice for the June meeting for her to update the Board on this.

Sonja Shaw asked if the committee considered the wording in the contract about the holdback/ consequences?

Joyce Gondek read the suggested draft from section 3.2 to add language about Hampden County for new members.

Consider adding conflict of interest clause if member sits on another educational board?
Probably not needed as DESE approves all trustees before they are voted in so any conflicts of interest would appear at the time of DESE review.

Bylaws review involved DESE and with their benchmarks and final review, feel attorney review is not needed. Will clean up the draft and send to DESE per committee recommendation. Paula Meara will check with DESE on turnaround time. Can meet again if needed.

Joyce Gondek moved to adjourn the meeting. Seconded by Luis Aponte and approved; meeting adjourned at 6:55 p.m.

Respectfully submitted,

Anne-Marie Nicolai, Secretary
SICS Board of Trustees

Attachments
Bylaws draft