

SOUTH SHORE CHARTER PUBLIC SCHOOL

Board Of Trustees Meeting

Minutes of the 153rd meeting held February 2, 2005 at 100 Longwater Circle, Norwell, MA.

Notice of this meeting was sent to appropriate governmental agencies and press, and was published in the "South Shore Charter Public School Update".

Trustees:

In attendance: Kathy Arthur Tyler (Chair), Miriam Brownwall (Vice Chair), Michael Nuesse (Treasurer), Hannah Connolly, Jessica Engebretson (ex officio), Barbara Fournier, Bob Gass, Dorothy Galo, Dominic Slowey, Charleen Tyson, Frank White.

In absentia: Stephen Locke, Bill Smyth (Clerk), Shelley Toleno (ex officio),

Also in attendance:

Staff: Mike Munhall (Executive Director), Kristine Shipps (Business Manager), Tom Gorsuch (Principal), Rich Levitt (Development Director)

Guests: Maria Sullivan (Chair, Parents Association)

The Chair, Kathy Arthur Tyler, called the meeting to order at 7:04pm.

Approval of Minutes:

MOTION: B. Fournier To approve the minutes to the 152nd meeting as presented. Seconded B. Gass, Motion carried, M. Brownwall abstained.

Agenda: Move item E to next month. Item F – Committees: Board phone listing distributed for corrections/updates.

Announcements and Calendar Events:

?? February 12th – BOT Retreat to be held at Hingham Town Hall, 220 Central Street, Hingham.

?? February 12th – Enrollment Lottery

?? The next Board of Trustees meeting will be Thursday, March 24th.

Open to the Audience:

?? Girls Basketball team received their first win of the season on February 2nd.

FASA: no report

Parents Association: Maria Sullivan reported.

?? Core group meeting held on 2/2/05 for goal setting and direction clarification. The meeting was very productive and the following are some of the items discussed:

?? Elected Officials are not attending meeting

?? Some parents feel that in the past they had more of a voice

?? The PA will make recommendations to the Administration.

?? Goal setting and priority setting meetings will begin

?? PA committees may be overlapping with the BOT committees.

?? Committees need more direction to be effective.

?? High School student representative should attend PA meetings for input and insight from a student's perspective.

Business Office: Michael Nuesse reported.

- ?? Budget vs. Actual YTD Expenditures as of 12/31/04 presented. Noted fundraising budgeted revenues were overestimated. Need to address this area.
- ?? Balance Sheet as of 12/31/04 was presented.
- ?? DOE Tuition Calculation for FY05 is projected at \$4,261,267.
- ?? Finance Committee is looking into refinancing long-term debt.
- ?? Addressing faculty salaries and will discuss with Personnel Committee.
- ?? Budget process has begun.

Executive Director Report: Mike Munhall reported.

- ☞ Level 2 Cooking Project baked brownies for the meeting.
- ☞ Met with potential Board candidate Matthew Lind. Great candidate. He is looking over School reading materials and will get back to us this week with his interest.
- ☞ Used 3 extra days for snow. Need to look at options of adding days to make it to 180 days. Faculty and students have already stated that camps and courses begin on June 27th. Other districts are looking at using school vacation week or Saturdays. Faculty will be asked for input.
- ☞ Professional Development Day that was to take place in March is cancelled and small workshops will be held after school.
- ☞ Budget process has begun. Working on salaries step and cost of living plan. T. Gorsuch has begun academic budget process with Level Coordinators.
- ☞ Charter Renewal – good report overall. Need to implement more test data analysis and using MA frameworks in our curriculum. Strategic Plan should be updated to include changes in the Accountability Plan.
- ☞ Enrollment – down 2 students but will enroll 2 new students next week.
- ☞ Intent to Continue due from current families by Friday.
- ☞ Heavy applications being received for Kindergarten, weaker numbers for the High School.
- ☞ Education Committee will address MCAS scores and make recommendation how to improve. Math program is currently under review.
- ☞ 22 new legislative bills are being presented that are against Charter schools. Marc Kenen asked if we would be able to advocate for the bills that are favorable.

Chair to put on next month's agenda to review the Charter Renewal document and make recommendations to the BOT for improvement.

Code of Conduct – Tom Gorsuch reported. The revised document is the product of a year's worth of input and discussions for a more manageable document. Governance, School Council, Parents, Faculty and Staff have had input into the revision.

MOTION: D. Galo to accept the Code of Conduct as presented. Seconded by M. Brownwall, motion carried unanimously.

Move to table Pregnancy Policy to next meeting.

Development: Rich Levitt reported.

- ☞ Developing programs that have never been implemented. Putting systems into place. Slowly developing the Development Office.
- ☞ Alums are starting to come back and take an interest into SSCPS.
- ☞ Developing constituency. Met with South Shore Chamber of Commerce
- ☞ 100% participation is our goal for the Annual Fund.
- ☞ BOT needs to become engines to develop more contacts.
- ☞ Phone-A-Thon will be held in the Spring
- ☞ Scheduling a dedication or "birthday" in the spring for SSCPS 10th anniversary. Will try to get Governor Romney or Lieutenant Governor Healy.
- ☞ Received donation of another 30 laptops.

Audits, Reports & Surveys

Executive Director Review – Frank White reported. The evaluation report has been updated to reflect corrected data. Overwhelming good report of the Executive Director. Three recommendations ask for the School as a whole to address these issues and help the Executive Director accomplish these goals: Development and Fundraising, Educational, and Board issues.

MOTION: Frank White to accept the review as presented. Seconded B. Gass, motion carried unanimously.

Strategic Plan: Executive Committee has reviewed the list of items and is now up to date with the action items and will have a report at the next meeting.

Governance Committee: M. Brownwall reported

~~By~~ By Laws have been submitted to the DOE and will update status in March

~~Need~~ Need volunteers on the Nominating Committee. Asking for Board input on finding new members.

Personnel Committee: F. White

~~Working~~ Working with Executive Director on salary grid.

Board Retreat: Saturday, February 12th
Arrival time: 8:00 – 8:15am
Meeting begins: 8:30am

Kathy Arthur Tyler, Steven Locke and Bill Smyth cannot attend. BOT members are reminded to bring copies of the Strategic Plan.

MOTION: M. Brownwall to enter into Executive Session at 8:50pm. It was moved and voted upon by unanimous roll call, individual voice vote, to enter Executive Session for purpose of contract negotiations.

At 9:35pm Executive Session adjourned back into Open Session.

Minutes of the Executive Session are in the possession of the Clerk.

Invited M.Munhall to meeting and will revise the 3 year contract with corrections as noted and have legal counsel review. The revised document will be sent to M. Munhall for review.

It was Moved and Voted unanimously to adjourn the Open Meeting at 9:45pm.

Respectfully submitted:

Kristine Shipps
SSCPS Business Manager, in the absence of the BOT Clerk