



# SOUTH SHORE CHARTER PUBLIC SCHOOL

## Board Of Trustees Meeting

Minutes of the 150th meeting held October 20, 2004 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 School Update".

### **Trustees:**

**In attendance:** Kathy Arthur-Tyler (*Board Chair*), Miriam Brownwall (*Vice Chair*), Michael Nuesse (Treasurer), Bill Smyth (Clerk), Hannah Connolly, Jessica Engebretson (*ex officio*), Barbara Fournier, Bob Gass, Dorothy Galo, Stephen Locke, Daniel Matthews, Dominic Slowey, Shelley Toleno (*ex officio*), Frank White.

### **Also in attendance:**

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

**Guests:** Maria Sullivan

The Chair, Kathy Arthur Tyler, called the meeting to order at 7:29pm.

### **Approval of Minutes:**

**MOTION:** (B. Fournier) To approve the minutes to the 149th meeting with amendment to include meeting adjourned at 9:30pm and spelling change. Seconded M. Brownwall, motion carried unanimously.

**Agenda:** Greg Thornton may attend meeting and will be added to agenda.

### **Announcements:**

?? A Fall Festival will be held on Saturday from 1-3pm to support the basketball teams.

?? 8<sup>th</sup> Grade parent night is next Wednesday.

?? Auction is scheduled for December 4<sup>th</sup>.

**Board Meetings:** as posted with the omission of April 21<sup>st</sup>.

**Open to the Audience:** no comment

**FASA:** no report

**Parents Association:** Maria Sullivan reported.

?? The parents are providing hospitality to the renewal visitors.

?? Volunteer Committee is scheduling office and photocopying assistance to teachers.

?? The next meeting is scheduled for November 4<sup>th</sup> at 7pm. Steve Locke will represent the Board.

**School Council:** T. Gorsuch. Members comprised of 6 parents (1 representative from each level) 3 students (1 from Level 4, 5, & 6) along with faculty representatives. This group will discuss day-to-day

school practices and policies. They will look at the handbook, attendance policy, code of conduct. Meetings are held the 3<sup>rd</sup> Monday of the month at 3:30pm. Next meeting November 15<sup>th</sup>.

**Business Office:** Michael Nuesse reported.

- ~~///~~ During well overall.
- ~~///~~ Received 1<sup>st</sup> installment.
- ~~///~~ The new funding formula may increase tuition payments.
- ~~///~~ Generally under budget.
- ~~///~~ Steve Deyesso has been hired at our new Technology Coordinator.
- ~~///~~ New computers are needed. Options are being investigated. This may be an out of budget item.
- ~~///~~ Finance Committee will come up with budget guidelines and will distribute at next meeting.

**Executive Director Report:**

- ~~///~~ Settling into the new building and as one school. Parents are volunteering and seem happy.
- ~~///~~ Addressing our relationship with the neighbors. Our presence has added many more cars to the area between morning drop off and afternoon pick up. Area businesses are adjusting.
- ~~///~~ Charter Renewal Site Visit next week. Board will meet with team on Tuesday, 10/26 from 4:30 – 5:30. Executive Board and other members who may be available are welcome.
- ~~///~~ Parents are helping provide food for the team of 4.
- ~~///~~ Enrollment is 468. Waitlist still active with 160 students.
- ~~///~~ Met with the new Hull Superintendent Paula Delaney.

**Academic Report:** Faculty Development

- ~~///~~ Normally set aside 4 days for Professional Development with a yearlong theme such as Assessment or Projects. This year the days were used before the opening of school due to the move. These days will return to next years' calendar.
- ~~///~~ The School has budgeted \$300 for each teacher to use for their Individual Professional Development Plans. Teachers must notify Administration by December 15<sup>th</sup> how they are planning to use these funds.

**Audits, Reports & Surveys:**

- ?? Parent Satisfaction surveys were tabulated and results are included in the Annual Report.
- ?? The overall majority was very positive and the percents have increased as well.
- ?? The weakest results were in the area of computers and technology. This is being addressed by the anticipated purchase/lease of computers. Parent volunteers are constructing the computer lab over the next few weeks. The School also received a gift of 20 laptops that will be used by staff.
- ?? The Annual Report has been sent to all of the districts in our region as required and we have received comments on how well the report is presented.

**Strategic Plan:** The Executive Committee is reviewing in next few weeks and will report to Board.

**Development:** Rich Levitt reported.

- ~~///~~ Annual Fund letters have been mailed. Looking for continued support from the Board.
- ~~///~~ Auction on December 4<sup>th</sup> at the Bare Cove Ballroom. Working with Beth Meyers from Springbook Kids as a sponsor of items for auction. There will raffles, silent and live, as well as an online auction.

**Governance Committee:** Bill Smyth reported.

- ?? The By laws have been amended by the committee. Items presented in bold or underlined have been added, italics and bold have been deleted. The DOE has mandated these amendments.

**MOTION:** B. Gass to accept by laws as presented with the recommendations from the DOE as a first read. Seconded by M. Brownwall. 10 in favor, 1 abstention. Motion carried.

**Personnel Committee:** F. White. First meeting was held and members set the agenda for the next 6 months with three items: Performance Evaluation of the Executive Director, New Agreement with the Executive Director and Personnel Manual (faculty compensation).

**Board Retreat:** Public Relations is the proposed topic. Establish a network to be known and have interest in the School. Long range Strategic Plan. Refer back to Executive Committee for topic and date.

**Executive Session:**

**Motion:** (B. Smyth) to enter into Executive Session at 8:53 pm. It was moved and voted upon by unanimous roll call, individual voice vote, to enter Executive Session for purpose of contract negotiations. It was stated that there is no further business. Minutes of the Executive Session are in the possession of the Clerk.

It was Moved and Voted unanimously to adjourn the open meeting at 8:53 pm

Respectfully submitted:

Bill Smyth, Clerk  
Pam Algera – Executive Assistant