

# SOUTH SHORE CHARTER PUBLIC SCHOOL

## Board Of Trustees Meeting

Minutes of the 162<sup>nd</sup> meeting held February 16, 2006 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 & Acting Clerk), Jessica Engebretson (ex officio), Barbara Fournier, Robert Gass, Leslie Jubinville, Jeffrey Seglin, Dominic Slowey

**In absentia:** Hannah Connolly, Dorothy Galo, Matthew Lind, Stephen Locke, Bill Smyth (Clerk), Charleen Tyson, Frank White

### **Also in attendance:**

**Staff:** Mike Munhall (Executive Director), Kristine Shipps (Business Manager), Tom Gorsuch (Principal), Shelley Toleno LaSelva (FASA)

**Guests:** David Whitemyer (Chair Parents Association), John Kelley, Elaine French

**Student Presentation:** Faculty members, Rick Small & Kathy Seavey, introduced members of the High School Theatre Workshop. The workshop performed Scene 1 of an original play, written and directed by student Megan Weinstein. The Theatre Workshop will be performing in the Annual Drama Festival on March 4<sup>th</sup> at Hingham High School.

Chair called the meeting to order at 7:13pm.

### **Approval of Minutes:**

**MOTION:** R. Gass moved to approve the minutes to the 161<sup>st</sup> meeting. Seconded M. Brownwall, motion carried unanimously.

### **Announcements and Calendar Events:**

- Next Board meeting Thursday, March 16, 2006.

**MOTION:** M. Brownwall. To support the recommendation of the Nomination Committee and approve the nomination of John Kelly and Elaine French as new members of the Board of Trustees. Seconded, D. Slowey, motion carried unanimously.

**Open to the Audience:** no report

**FASA:** Shelley Toleno LaSerra reported in the absence of Claire Overlee

- FASA has instituted a communication log between FASA and Administration. This log will be used when issues or problems arise as a way of follow up towards solutions.
- FASA representatives meet with Head of School regarding the Professional Development Early Release days. The Teachers stress what a huge help these days have been for the faculty to meet together and improve communication.
- Working on organizing FASA to be more productive.

- Contract issues: FASA would like thank the Board and stress how appreciative the teachers are with all the hard work that went into the establishment of the Salary Grid last year. Contract issued for this year are not intended to be as monetary. Some areas FASA is looking at
  - Teachers would like to have more specified job descriptions on the contracts;
  - Hire a Full Time building wide substitute;
  - Design a coaches pay scale/grid;
  - Look at compensating the teachers who have been with the school for a long time and increasing them on the years of experience grid to include more of the years before hired by SSCPS.
  - Better Prescription Drug coverage.
  - Back Burner item: Increase compensation for Professional Development.

**Parents Association:** David Whitemyer PA Chair reported.

- PA would like to thank Mike Nuesse for addressing the PA's last meeting.
- Rumors regarding School's expansion are circulating and have been addressed at the PA meeting and in the latest weekly update.
- Next PA meeting is March 7<sup>th</sup> at 7pm. Bob Gass, Dom Slowey and John Kelly have agreed to attend.
- The parent community should not be the main source when it comes to fundraising.

**Business Office:** Michael Nuesse reported.

- Reviewed Profit and Loss Statement.
- Showing some savings to date on the teacher salary line and utilities. Over budget on academic supplies due to purchase of math program
- Overall in good position year to date. Very close to on target by year-end.
- Next year's budget will be challenging with minimal building renovations, increase in interest payments and funding of the teacher salaries. Income will increase by 20 students. Fundraising continues to be very important.
- Met with Boston Private Bank last week. They seemed impressed with the School. Looking into putting cash reserve in a better interest bearing account.
- Current mortgage interest rate is up to 6.07% over budget by \$33,000. Next year could reach \$95,000. Refinancing of adjustable rate is costly (banks, lawyer, fees, etc.). Need to look at pros/cons.
- NCBDC will be conducting their annual site visit in April.
- Next Finance Committee meeting March 8<sup>th</sup> at 6:15pm.

**Executive Director Report:** Mike Munhall reported.

- Lottery held this past Saturday. Received 284 applications, 55 acceptances.
- Full enrollment of 540 should happen over the next 5 years.
- Met with B. Gass, K. Shipp and Jeff Davis (architect) who is in the process taking the numbers and space requirements and drawing up the complete build out. Presentation at the March meeting.
- Construction this summer will be limited the HS Science Lab and expansion of HS classroom 100. Builder working on final numbers.
- Met with B. Gass, K. Tyler and Marci Cornell Feist on the template for the Strategic Plan.
- Need to look at future of school and innovation of programs.
- At the last Professional Development Early Release Day staff attended workshop on bullying.
- Art Students were recognized at the Boston Scholastic Art Show and Contest. First time SSCPS was entered and our students placed very well.
- FY07 Budget process has started and will be challenging.
- Annual Fund has stalled and will need a push after winter break.
- Currently at full enrollment of 468. Next year we will be at a cap of 495 and budget number of 488.

**Discussion:** Summer Program

- Looking at options to use the facility during the summer months.
- Enrichment Programs.

- Organize a Summer Planning Taskforce.
- E. French agreed to research options. M. Nuesse will also help.

**Facilities Committee:** Bob Gass acting chair

- Space for September to expand room 100 and build out of HS Science Lab
- Look at long term plan to be presented at the March meeting.
- Committee will meet and set goals.

**Development Committee:** Dom Slowey reported

- Committee discussed process to develop a 5 or more year fundraising plan.
- Working on goals for a capital campaign/program for build out.
- Will be posting regular meetings.
- Working on details of a raffle in April/early May. Goal of \$25,000 to \$30,000.

**Governance Committee:** Miriam Brownwall no report.

**Strategic Plan** – Bob Gass no further report.

New Board Member John Kelly agreed to join the Facilities and Development committees.

It was Moved and Voted unanimously to adjourn the Open Meeting at 8:50pm.

Respectfully submitted:

Michael Nuesse (Acting Clerk)  
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