

SOUTH SHORE CHARTER PUBLIC SCHOOL

Board Of Trustees Meeting

Minutes of the 160th meeting held December 15, 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), Bill Smyth (Clerk), Hannah Connolly, Jessica Engebretson (ex officio), Barbara Fournier, Robert Gass, Leslie Jubinville (ex officio), Dominic Slowey, Charleen Tyson, Frank White

In absentia: Dorothy Galo, Matthew Lind, Stephen Locke

Also in attendance:

Staff: Mike Munhall (Executive Director), Kristine Shipps (Business Manager)

Guests: David Whitemyer (Chair Parents Association)

Chair called the meeting to order at 7:09pm.

Approval of Minutes:

MOTION: B. Gass. To approve the minutes to the 159th meeting. Seconded B. Smyth, motion carried unanimously.

Agenda: There will be no Executive Session.

Announcements and Calendar Events:

- Board will be working on the strategic goals.
- MCSA is presenting board workshops. Chair asked each Board member to attend a meeting.
- Board Meeting dates – May 18, 2006 Annual Meeting followed by a regular Board Meeting.

Trustee Election: B. Smyth. To approve the recommendation of the Governance Committee and Nominating Subcommittee and elect Jeffrey L. Seglin as a member of the Board of Trustees. M. Brownwall seconded, motion carried unanimously.

Chair will invite Mr. Seglin to the next meeting. Clerk will forward a copy of the Mr. Seglin's resume and financial disclosure to the DOE.

Open to the Audience: no report

FASA: no report

Parents Association: David Whitemyer PA Chair reported.

- Next PA meeting will be Tuesday, January 3rd.
- Meetings have settled down and are productive.
- PA Chair asked Board to talk to PA and focus on financials. M. Nuesse and B. Gass may be able to attend next meeting.

Business Office: Michael Nuesse reported.

- Finance Committee met last week.
- School purchased a used 1999 Ford F250 truck with plow to take care of snow removal.
- Purchased a used 1995 Dodge Ram van for sporting events.
- Receiving Medicaid reimbursement of \$32,000. This money will be used to offset purchases.
- School will be retaining the services of HR Knowledge who will provide a complete HR package of services for all employment payroll services.
- Reminder to the Board to talk about the need for fundraising and the annual fund campaign.
- P&L Statement through the end of October. Under budget due to timing of invoicing vs. payment of bills.
- Nothing unusual at this time.
- Any savings in salaries is anticipated to be used for aides in Learning Services.
- Hired new Technology Director.
- Utilities are being watched closely. Electricity bill for the month is up \$2,000. Rates are locked in, however at a high rate.
- Circuit Breaker – looking into reimbursement for SPED students. Kristine will be working with DOE.
- Amend draft Finance Committee minutes – change date of meeting to 12/05/05.

Executive Director Report: Mike Munhall reported.

- Winter Solstice Concert was a wonderful whole school event. The High School played a larger role than ever before.
- SSCPS held its first alumni reunion Thanksgiving weekend. Approximately 30 in attendance.
- School is experiencing some bullying issues in grades 3-6. Conducting a workshop at the February 1st Professional Development Early Release day. Also workshops will be held for parents and students. Look at Open Circle training. High School mentorship to younger students.
- Received letter from Mary Street from the DOE Charter School office and all amendment requests have been approved. Mission statement can now be published. Addition/deletion of towns in district and enrollment cap are also approved.
- Enrollment is still moving target. Working on enrolling new students as openings arise.
- Board presented with the Homeless Policy and Tutoring Policy.

MOTION: B. Smyth to accept the Homeless Student Policy as presented. C. Tyson seconded, motion carried unanimously.

Tutoring Policy – tabled for more input. First read referred back. Put on January agenda.

Development Committee: Dom Slowey reported

- Annual Fund receipts are 40% toward the goal.
- Looking at organizing a raffle in the spring. Earmark for a dedicated fund or general fund?
- Chair is looking through the memberships of the SS Chamber and Boston Chamber to reach out to local community leaders and businesses.
- Put note in newsletter regarding spring event.

Governance Committee: Bill Smyth reported

- M. Brownwall will chair the Governance Committee during B. Smyth's absence.
- M. Nuesse will take the role of Acting Chair during B. Smyth's absence.
- Next Governance Meeting is scheduled for January 4th at 5:30pm.

Nominating Sub Committee: Kathy Arthur Tyler reported

- Contacting 3 possible new board members.
- To ensure overlap of new members; sub committee may look at nominating new members soon.

Strategic Plan – Bob Gass reported. Four firms have been contacted and telephone interviews completed.

MOTION: C. Tyson To approve the recommendation of the Executive Committee and select Meeting House Solutions to consult with the Board on the Strategic Plan. M. Brownwall seconded, motion carried unanimously.

Personnel Committee: B. Gass and F. White will be working together.

It was Moved and Voted unanimously to adjourn the Open Meeting at 8:47pm.

Respectfully submitted:

Bill Smyth, Clerk
Pam Algera