

# SOUTH SHORE CHARTER PUBLIC SCHOOL

## Board Of Trustees Meeting

Minutes of the 164th meeting held April 27, 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), Bill Smyth (Clerk), Hannah Connolly, Jessica Engebretson (ex officio), Elaine French, Dorothy Galo, Robert Gass, Stephen Locke, Jeffrey Seglin, Dominic Slowey, Frank White

**In absentia:** Barbara Fournier, Leslie Jubinville (ex officio), Jack Kelly, Matthew Lind, Charleen Tyson

### **Also in attendance:**

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

**Guests:** Jeff Davis (Tappe Associates), David Whitemyer (Chair Parents Association), Jennifer Sandland (Parent), Elise Sandland (Student)

Kathy Arthur Tyler called the meeting to order at 7:10pm.

### **Approval of Minutes:**

**MOTION:** B. Smyth moved to approve the minutes to the 163rd meeting. Seconded J. Seglin, motion carried unanimously.

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

- Chair shared letters and copies of emails that the Board received from parents in response to the Community Week and the Day of Silence.
- May 18<sup>th</sup> – Annual Meeting at 6pm followed by regular meeting at 7pm.
- New Board will need to schedule meetings. The June meeting is tentatively set for June 15.

### **Open to the Audience:**

Hannah Connolly distributed a letter from High School students in the Music, Visual Arts and Theater Workshops regarding the possible budget cuts.

**FASA:** no report

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

- At the last meeting there was heated discussion regarding the Day of Silence and the Diversity Committee came together to form Community Week in which each day a different activity was planned.
- The parents are organizing Teacher Appreciation Week.
- The next PA meeting will be Tuesday, May 2<sup>nd</sup> and Bob Gass will represent the Board.

**Business Office:** Michael Nuesse reported.

- Business Manager distributed packet.
- Progress is being made to finalize the FY07 budget. Final pass will be presented to the Board at the May meeting.
- Science Lab continues to be financially problematic.
- FY07 Facilities aide has not been settled out; looks as if we may realize an increase from \$776 per student to \$811 per student. More information should be available at the May meeting.
- Proposed tuition by town for FY07 was distributed.
- Reviewed Profit & Loss Statement, which was reflective through the end of February. Fundraising has been successful so far this year.
- Expect a tuition shortfall due to the student FTE of approximately 464 – 465
- FY06 budget impact due to increase of mortgage interest.

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

- Beginning to solicit input from the faculty in regard to the Strategic Plan.
- School Council is looking at policies; Code of Conduct and the Attendance Policy.
- Curriculum Maps are continuing to be completed.
- International Travel – the Italy trip returned this past weekend and the Honduras trip is returning tonight.
- The PA Diversity Committee has struggled to get going in the past but is now moving along and put together the school wide Community Week.
- Hiring – search committees are being formed and interviews will be conducted for openings in Elementary Spanish, Level 4 English/History, Level 4 Math/Science, High School English. Three internal positions are also open; Level 1 Coordinator, High School Coordinator and Title 1 Coordinator.
- Enrollment – currently at 465; next year at 493.
- Marketing – need to be very clear of what type of school we are. Stress rigorous curriculum to better identify School.
- Calendar for FY07

**MOTION:** M. Nuesse The Board of Trustees will provide a waiver for the 2006-2007 school year to allow the School Calendar to reflect as few as 180 students days and as few as 191 teacher days. B. Smyth Seconded, 11 in favor, 1 abstention; motion carried.

**Strategic Plan:**

- The faculty had an opportunity to start to discuss. Parents will be next.

**Discussion Item:** Jeff Davis from Tappe Associates presented proposed build out of 100 Longwater versus the existing layout. J. Davis has meet with Executive Director, Business Manager, Acting Facilities Chair, faculty and staff for input. The initial drawings were placed on display for the Board to review as well as small-scale paper copies.

**Facilities Committee:** Bob Gass acting chair

- Recommend that the Board reconstitute the Facilities Committee at the next Board meeting.

**Development Committee:** Dom Slowey reported on the discussion of the committees last meeting

- What are the needs of a Development Director? Creating job description, then advertise and interview. Foundation will be hiring this position. Development Committee will make a recommendation to the Foundation.
- What is our story? What are we going to say about the School when we go out in the community? What is our pitch?
- Spoke with Mifflin regarding applying for seed money to start the development plan. Mifflin was encouraging.
- Met with Peter Forman, President of the South Shore Chamber of Commerce.
- Annual Fund - \$31,387.04 (cash and matching gifts).
- Next Development Meeting May 3<sup>rd</sup>.

**Governance:** B. Smyth reported

- Committee is working on two potential policies. 1) At every Parent Association meeting a Board member must be in attendance. Board members will rotate 2) Fundraising Policy (this policy needs community input) Refer proposed drafts back to committee.
- Presented slate of candidates to the Board. The candidates are as follows:
  - Terms ending in May 2008
    - Dorothy Galo
    - Ed Hagerty
    - Frank White
  - Terms ending in May 2009
    - Elaine French
    - Bob Gass
    - John Kelly
    - Susan Pratt
    - Jeffrey Seglin

**MOTION:** M. Brownwall to approve the slate of candidates as presented. D. Slowey seconded, motion carried unanimously.

Chair recognized Audience (Parent Jennifer Sandland) who wished to express concerns regarding the Day of Silence and to look at the best way to solve this situation. Board will work with Head of School and Executive Committee.

It was Moved and Voted unanimously to adjourn the Open Meeting at 9:09pm.

Respectfully submitted:

Bill Smyth (Clerk)  
Pam Alger