

SOUTH SHORE CHARTER PUBLIC SCHOOL

Board of Trustees Meeting

Minutes of the 171st meeting held January 18, 2007 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: Robert Gass (Chair), Jeffrey Seglin (Vice Chair), Bill Smyth (Clerk), David Fournier, Elaine French, Ed Hagerty, Angie Pepin (ex officio), Dominic Slowey, Frank White

In absentia: Michael Nuesse (Treasurer), Barbara Fournier, Dorothy Galo, Jack Kelly, Andre Kim (ex officio), Charleen Tyson

Also in attendance:

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

Guests: David Whitemyer (PA Chair), Miriam Brownwall

Robert Gass called the meeting to order at 7:05pm.

Approval of Minutes:

MOTION: B. Smyth moved to approve the minutes to the 170th meeting. Seconded E. Hagerty, motion carried unanimously.

Announcements and Calendar Events:

- Next Board meetings will be held on Thursday, February 15, 2007 and Thursday, March 15, 2007.
- If needed and Executive Committee meeting will be scheduled for February 5, 2007.

Board Business:

- B. Smyth attended the Mass Charter Public School Association workshop. There were 10 schools represented. The information was mainly for younger school however did pick up some good information.
- The Board is in need of new board members and possible replacements for members whose term will end. Reach out to Parents Association.
- B. Smyth will put together an updated list of terms by the next meeting.

Open to the Audience: no report.

FASA: no report

Faculty Report: Angie Pepin was introduced as new faculty representative to the Board.

Parents Association: David Whitemyer Chair reported.

- Art Auction will be held on February 10th.

- The next PA meeting will be February 6th. Frank White will attend Bill Smyth as backup. Bob Gass will represent Board at the March 6th meeting with Jeff Seglin as backup.
- PA website has been updated and improved. The PA meeting calendar, agendas and minutes can be viewed.
- At the last meeting there were two major topics discussed. The Fundraising Policy and the Personal Listen sing Device. A member of the teaching staff will be invited to speak at next meeting.

Business Office: Kristine Shipps reported

- Reviewed Profit and Loss statement through the end of December.
- Nothing new to report.
- Small increase to the salary line item due to increase in SPED staff and increase to the Workers Compensation rate.
- The Legal fees line item is at \$8000.
- The Finance Committee discussed the expenditure of \$200,000 for the Science Lab and the addition of a Level 1 classroom. Estimated cost would be \$240,000 for Science Lab and \$100,000 for classroom. The Board had approved \$100,000 and the Foundation has approved \$50,000. With the additional personnel the short fall is approximately \$200,000. The increase in student tuition would offset the hire of a new teacher and aide and also fund the increase in the teacher salary schedule.

MOTION: E. French moved to approve the recommendation of the Finance Committee and approved the expenditure of \$200,000 for the Science Lab and additional Level 1 classroom. Seconded E. Hagerty, motion carried unanimously.

Executive Director Report: Mike Munhall reported.

- Tara Turner has started as our new High School Science teacher for Biology, Anatomy and Biology Workshop leader. She is off to a good start.
- SSCPS will be hosting the South Shore Multicultural Educator Job Fair.
- Strategic Plan – the Board and Administration have been working to put the plan into a form to distribute to the entire community. The draft was distributed for Board review only. Suggestions and or comments by next meeting for approval of the draft and then for public review. Looking for final Board approval in March or April.
- Enrollment - reviewed the current demographics of new student for this current year. Update again at the year end with gender and race/ethnicity rates.
- The Annual Report for the SSCEF will be mailed tomorrow.
- The DOE site visit review was very favorable. Need to implement stronger dissemination by the entire School. Thank you to E. French, C. Tyson, B. Smyth and J. Seglin for participating in the focus group. The formal report should be received in a month or so.

Committee Reports:

Facilities Committee: Ed Hagerty

- Kiln – Art teacher would like to address the Facilities Committee. Research needs to be done. Facilities Committee looking to Executive Director for guidance with this potential project/installation.

Development Committee: Dom Slowey reported

- Committee approved fundraising policy and the new policy will be reviewed by Governance. Looking for feedback from Parents Association. Board vote in February.

- Committee is requesting help from the Board to make the contacts in the community to reach out for fundraising. Need more members to be involved. Looking for Board to do the “ask” and provide leads. Local chambers – any organizations that the members of the Board have contacts with.
- Committee needs to set development/fundraising goals not that there is not going to be a hire of Development Director.
- Will ask Development Director from Neighborhood House to address Board.

Personnel: Frank White reported.

- The committee has determined its agenda for the next 6 months.
 - Evaluation of the Executive Director
 - Clarifying roles of the 2 elected board members from faculty and of FASA in representing SSCPS faculty and staff.
 - Review and upgrading of the Personnel Policy Handbook.
 - Monitoring the School’s mentoring program as mandated by NCLB.
- The next Personnel Committee meeting will be held on February 13th at 6:30pm.

Strategic Plan: Bob Gass reported

- Distributed draft which is an overview of the plan.
- Committee goals are still being established
- Charge to Board is to review and adopt draft at the next meeting.
- Review of Page 15: Board Level Goals by June 2009
- After draft approval from Board distribute to faculty, parents and students for feedback.
- Final document by March or April for approval from Board.

Governance: Bill Smyth reported.

- Review of By Laws by DOE is complete. Governance would like to acknowledge and thank Miriam Brownwall for all her time and effort in keeping the approval of the By Laws moving forward.
- Governance will be reviewing the Fundraising Policy.
- Governance recommends that the Parents Association Chair be a voting member of the Board. This member would not be required to serve on any of the Board committees due to their Parents Association role and commitment. This would be a yearly position as is the student representative

It was Moved and Voted unanimously to adjourn the Open Meeting at 8:45pm.

Executive Session:

MOTION: B. Smyth to enter into Executive Session at 8:46pm. It was moved and voted upon unanimous roll call, individual voice vote to enter Executive Session for the purpose of discussion for potential litigation, no votes will be taken.

It was Moved and Voted unanimously to return to Open Meeting and adjourn at 8:57pm.

Respectfully submitted:

Bill Smyth (Clerk)
Pam Algera