

SOUTH SHORE CHARTER PUBLIC SCHOOL

Board Of Trustees Meeting

Minutes of the 165th meeting held May 25, 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: Robert Gass (Chair), Jeffrey Seglin (Vice Chair), Michael Nuesse (Treasurer), Bill Smyth (Clerk), Hannah Connolly, Elaine French, Edmund Hagerty, Leslie Jubinville (ex officio), Frank White

In absentia: Jessica Engebretson (ex officio), Dorothy Galo, Jack Kelly, Susan Pratt, Dominic Slowey, Charleen Tyson

Also in attendance:

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

Guests: David Whitemyer (Chair Parents Association), Jennifer Sandland (Parent)

Robert Gass called the meeting to order at 7:08pm.

Approval of Minutes:

MOTION: B. Smyth moved to approve the minutes to the 163rd meeting. Seconded E. French, motion carried unanimously.

Announcements and Calendar Events:

- Next Board meeting Thursday, June 15, 2006
- Proposed Board meeting schedule was included in the package. Discussion regarding reducing the number of Board meetings. Note from Business Office, a September 2006 meeting will be needed to approve the FY06 Audit. Board members should check their personal calendars and provide Chair with any feedback or conflicts with the proposed meeting and retreat dates. Board will revisit meeting schedule at June meeting.

Open to the Audience: Jennifer Sandland (parent)

As a follow up to the April meeting, J. Sandland asked Board when they might be able to discuss the issue of the Day of Silence. Chair indicated that the subject could be revisited at the October or November 2006 Board meeting.

FASA: no report

Parents Association: David Whitemyer PA Chair reported.

- PA Chair provided Board with an end of the year report of the activities of the Parents Association for the 2005-2006 school year.
- PA Chair thanked R. Gass for his attendance at the last PA meeting and asked the Board to continue to attend the monthly meetings.

- Next PA meeting is Tuesday, June 6, 2006 at 7pm. J. Seglin tentatively will attend.
- M. Nuesse thanked D. Whitemyer for his efforts with the Parents Association.

Business Office: Michael Nuesse reported.

- Reviewed the proposed FY07 Budget, which includes an increase in enrollment of 20 students.

MOTION: M. Nuesse to recommend the approval of the FY07 Budget as presented. B. Smyth seconded, motion carried unanimously.

- Projection for the remainder of FY06 – shortfall of \$50,000 in tuition payment however this should be made up in other areas of savings.
- \$1.5M in bank, which meets the debt ratio required by the banks. May be able to fund science lab.
- Anticipating the June tuition payment to be lowest of the year.
- DOE Audit Guidelines were distributed for review. Board to take vote at June meeting.
- Add to June or September Board Agenda – PowerPoint presentation on the financial status of the School.
- Reviewed Profit and Loss statement July 05-April 06.

MOTION: M. Nuesse to accept the financial report as presented. B. Smyth, motion carried unanimously.

Chair requested that a moment of silence be observed in remembrance of Torri Wightman.

Executive Director Report: Mike Munhall reported.

- The School has faced a challenge this past week with the death of a student. The family has been very strong and has reached out to the students. Our community came together. Counselors from Norwell Public School came to assist with whatever was needed. The Wightman Family has set up an Arts Scholarship Fund for a graduating senior.
- Class of 2006 Graduation is June 3rd at 3pm.
- Received feedback from the DOE regarding the Coordinated Program Review. Will be working on the recommendations.
- A proposal for a student exchange program for Honduras was discussed. Some Board concerns:
 - what would the cost be for the student? Only expense would be airfare and textbooks.
 - Safety concerns; healthcare, extra curricular activities (sports, etc.).
 - Will additional insurance be needed for the School?;
 - Does the Southwest School have church affiliation?
 - Executive Director was asked to check on propriety of Public Charter School entering a formal partnership with a private, parochial school.
- The School has begun to honor our Teachers for their service to SSCPS. Staffs with 5 years and 10 or more years of service were given a small token of appreciation.
- FY07 School Calendar was presented.

MOTION: B. Smyth to approve the recommendation of the Executive Director and approve the FY07 calendar as presented.. E. French seconded, motion carried unanimously.

- School Council has been working on revisions to several policies. Code of Conduct, Attendance Policy, Transcript Policy, Exit Standards for High School, Acceptable Use Policy. Policies will go to the Parents Association, students, and faculty for feedback. All comments should be sent to M. Munhall or T. Gorsuch. The Governance Committee will review all amended policies. The Board will vote at the next meeting.

Strategic Plan:

- The faculty has had an opportunity to review and prioritize items for the Strategic Plan.
- Meeting will be held next Tuesday in Cambridge to move forward

Facilities Committee: Bob Gass acting chair

- Update on Science Lab. Architect is revising preliminary plans and scaling down cabinetry.
- Architect is working on getting number down under \$200,000.
- Update at next meeting.

Development Committee: M. Munhall reported for D. Slowey

- Parent Association had most successful fundraising year so far.
- Art Scholarship fund has been set up, more details will follow.
- Job description for Development Director is forthcoming. The Development Director will be an employee of the Foundation. Anticipating hiring by July 1, 2006.

Governance: B. Smyth reported

- Board received list of committees. Time to reconstitute the committees of the Board.
- New members need to provide Financial Disclosure form to DOE.
- Committee working on Fundraising Policy.
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MOTION: B. Smyth to table the Fundraising Policy until all entities of the community have reviewed. This policy will be returned to the Board no later than the end of this calendar year. E. French seconded, motion carried unanimously.

Executive Session:

MOTION: B. Smyth to enter into Executive Session at 8:43pm. It was moved and voted upon unanimous roll call, individual voice vote to enter Executive Session for the purpose of leasing of property.

At 8:46pm Executive Session adjourned back into Open Session.

It was Moved and Voted unanimously to adjourn the Open Meeting at 8:46pm.

Respectfully submitted:

Bill Smyth (Clerk)
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