

SOUTH SHORE CHARTER PUBLIC SCHOOL

Board of Trustees Meeting

Minutes of the 181st meeting held January 17, 2008 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), Ryan Brenner, Kassundra Brown-Corbin, Miriam Brownwall, Dan Falkner (ex officio), Elaine French, Jack Kelly, Jo Loughnane, Michael Maniscalco, Angie Pepin (ex officio), Cheryl Peterson, Michael Ryan, Brian Tyler, Frank White, David Whitemyer

In absentia: Dorothy Galo, Dominic Slowey, Bill Smyth

Also in attendance:

Staff: Prudence Goodale (Interim Executive Director), Thomas Gorsuch (Principal), Ted Hirsch (Assistant Principal), Kristine Shipps (Business Manager), Lennie Chin (Level IV Coordinator), Julia Silzer (Level IV Teacher)

Bob Gass called the meeting to order at 7:01pm and welcomed the new members to the Board.

Approval of Minutes:

MOTION: J. Seglin moved to approve the minutes to the 180th meeting. Seconded F. White, motion carried unanimously.

Announcements and Calendar Events:

- Tuesday, February 5th the Department of Education will conduct the 3-year site visit. The Board focus group meeting is 8-9am. All members who are able are encouraged to participate.
- Included in the Board packet were the Board Committee assignments.
- Board Retreat will need to be scheduled to finalize the Strategic Plan. Invite Marci Cornell-Feist to lead meeting. Look at a date in March or April. Item to be further discussed at February meeting.

Board Business:

- Executive Director Search – The DOE has indicated that SSCPS will not be able to apply for a waiver to extend P. Goodale's current contract. P. Goodale will help with the search and will be happy to stay on in some capacity. The Personnel Committee will meet to establish timeline, appoint a search committee and outline the process for the search for a permanent Executive Director.

Open to the Audience:

- Ted Hirsch welcomed the new members of the Board and introduced and welcomed back Jo Loughnane who was a founding Board member of SSCPS.

Faculty Report: Dan Falkner reported.

- FASA has appointed a team for salary negotiations.

Parents Association: David Whitemyer reported.

- Next meeting of the PA is Tuesday, February 5th. Jack Kelly will represent the Board.

- At the last meeting, the PA discussed the scheduling changes for next year.
- The PA representatives for the Executive Director Search will be Debbie Cerilli and Bethany Whitemyer.

Student Report: Ryan Brenner

- Student Board has been meeting with Mary Carter and will meet with Grade/Advisory Representatives.
- Looking at the structure of Student Board.
- The Board will be following the Presidential Elections process and host a primary.

Business Office: M. Nuesse reported

- Finance Committee Chair, M. Nuesse, welcomed Brian Tyler and Cheryl Peterson to the committee.
- Review of balance sheet. Move some of the \$395,000 to higher yielding CD's.
- Committee is reviewing the initial mortgage/bond refinancing of the Boston Private loan.
- K. Shipps is reviewing emails and information provided and will negotiate the waiving of the prepayment penalties.
- Question for the Board: Do we want to refinance now with a fixed rate long term loan?
- Review of Profit and Loss Statement as of end of December \$371,000 surplus mostly because of timing of payments. Some savings in utilities, employee benefits, and non-hire of Development Director.
- Work on budget is beginning.

MOTION: M. Maniscalco to accept the finance report as presented. K. Brown-Corbin seconded, motion carried unanimously.

Executive Director Report: Prudence Goodale reported.

- Proposals for two out of state field trips.
- L. Chin presented a proposal for a 3day/2night eight grade trip to New York City which will include activities tied to the History frameworks.
MOTION: J. Kelly to approve the Level IV 8th grade trip to New York City. M. Brownwall seconded, motion carried unanimously.
- J. Silzer presented a proposal for a 10 day trip to Costa Rica for February 2009 for students in grades 9-12. The trip will focus on environmental and historical issues and will include a visit to the University of Georgia.
MOTION: J. Seglin to approve the trip to Costa Rica as presented. F. White seconded, motion carried unanimously.
- Discussions with the Administrative Team to implement changes for next year.
- Level I – 2 Kindergarten classrooms; 5 grade 1 and 2 classrooms. Proposal has been presented to Parents Association. Letters have been sent to all parents and a parent morning coffee has been scheduled to discuss changes.
- Level IV – Grades 7 and 8 will be on the same schedule as the High School. Level IV and High School staff are working together on scheduling. Also implementing an academic plan for all 7-12 students. A 9th grade and new High School student summer institute will take place as a week-long orientation in August.
- Interim Executive Director is recommending a change to two principals; one K-6 and one 7-12. Job description will be presented at next Board meeting. Question from the Board: Would this be an automatic appointment or reapplication and will there be any budget implications.
- Enrollment is stable but may have a couple of withdrawals. Every effort will be made to replace.
- Discussion for the Board Retreat: discussion of the mission to include “the arts”.

Committee Reports:

Facilities Committee: Mike Ryan reported

- Meet with members of Administration to discuss master plan.
- Funding issues may need to pare down to immediate needs.
- Will be reviewing current floor plan; look at engineering plan.
- Review site plan to increase parking.

Development Committee: Jack Kelly reported

- Outlined plan for launch of Annual Fund campaign
- Next meeting of the Foundation is February 12th at Bridgeman's in Hull.

Governance: no report

Personnel: Frank White reported

- Reviewed process and timeline for the Executive Director Search
- Draft job description was reviewed.
- F. White thanked D. Galo for her assistance.
- Search committee looking for volunteer from the Board and the Faculty/Staff.

MOTION: J. Seglin moved to approve the outline of the process for the Executive Director Search.
Seconded J. Kelly, motion carried unanimously.

Meeting adjourned at 9:03pm

Respectfully submitted:

Pam Algera