

SOUTH SHORE CHARTER PUBLIC SCHOOL

Board of Trustees Meeting

Minutes of the 182nd meeting held February 28, 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), Ryan Brenner, Miriam Brownwall, Dan Falkner (ex officio), Elaine French, Jack Kelly, Jo Loughnane, Michael Maniscalco, Angie Pepin (ex officio), Cheryl Peterson, Bill Smyth, Brian Tyler, Frank White, David Whitemyer

In absentia: Kassundra Brown-Corbin, Dorothy Galo, Michael Nuesse (Treasurer), Michael Ryan, Dominic Slowey,

Also in attendance:

Staff: Prudence Goodale (Interim Executive Director), Thomas Gorsuch (Principal), Kristine Shipp (Business Manager), Jo Feldman (Interim Director of Learning Services), Marianne Buckley Curran (Art Teacher), Ceil Garber (Parent)

Bob Gass called the meeting to order at 7:06pm

Approval of Minutes:

MOTION: J. Seglin moved to approve the minutes to the 181st meeting. Seconded M. Brownwall, motion carried unanimously.

Announcements and Calendar Events:

- Next meeting of the Board of Trustees will be held on Thursday, March 27, 2008

Board Business:

- Permanent Executive Director Search – F. White, J. Loughnane, P Goodale. The committee has met to get organized. Focus groups have been held with staff and parents for input and to prioritize the qualities for the new head. Leadership profile survey has been distributed to staff, parents, students in grades 5-12, and the Board. The completed surveys are due March 10th and the closing date for applications is March 5th.

Open to the Audience: no comment

Faculty Report: Dan Falkner reported.

- Negotiations are underway and the team will update FASA on March 6th.

Parents Association: David Whitemyer reported.

- Next meeting will be held on Tuesday, March 4th.
- Parent focus groups for Executive Director Search have not been well attended.
- PA chair looking for suggestions as to getting parents involved in the process.
- Jo Loughnane will attend next meeting.

- PA officers will not be running again next year and not much interest in volunteering to fill those open positions.

Student Report: Ryan Brenner

- A town meeting was held and a vote was taken to meet more regularly possibility every other week.
- Student Board is working on redefining the roles. Discussion has begun on how to voice opinions and rebuild the community and strengthen student community.

Business Office: K Shipps reported

- Finance Committee met prior to Board meeting.
- Working with banks to come to agreement to refinance loan. Received counsel from Charleen Tyson. Thank you to C. Tyson for her help with this process.
- Finance Committee voted to ask board to move forward with the refinancing of the Boston Private and NCBC bond and lock in 4.5% for a 20 year note on \$7.2M. Stay with Boston Private in order to keep closing fees down.
- If School goes forward there will be no financial room for to borrow for facility expansion.
- P. Goodale will email the Foundation Board with the recommendation of SSCPS Board of Trustees.

MOTION: B. Tyler to accept the recommendation of the Finance Committee and proceed with the plan as presented.. M. Browewall seconded, motion carried unanimously.

- Reviewed Profit and Loss statement.
- Budget vs. Actual – no significant items that warrant discussion.
- One area to focus on is enrollment. Budget is for 520 students, enrollment is tight.
- Some savings on non-hire of Development Director and on the Executive Director position. Over budget on some SPED areas.
- FASA negotiations are on going. Working on offers back and forth. Positive meetings.
- Program budget is being worked on and a draft budget should be presented to the Financial Committee and the Board at the March meeting. Final approval in April.
- Projections for FY09 from DOE are a possible increase of 2%.

MOTION: J. Seglin to accept the report from the Business Office as presented B. Smyth seconded, motion carried unanimously.

Executive Director Report: Prudence Goodale reported.

- P. Goodale introduced Jo Feldman who is currently serving as the Interim Director of Learning Services and has been offered and accepted the permanent position beginning July 1, 2008. Jo was the unanimous choice of the Search Committee. A report of the Learning Services Department will be presented at the April Board meeting. Board members should email Jofeldman@sscps.or with any questions or areas that they would like addressed in April.
- P. Goodale introduced Marianne Buckley Curran SSCPS Art Teacher. M. Buckley Curran presented an overview of the student work and the various shows that have been displaying student work.
- P. Goodale thanked the Board for attending the focus group during the DOE 3year site visit. Expecting the draft report very shortly. The Exit Interview with the site visit team was very positive.
- Fundraising and keeping enrollment stable is critical.
- Reviewed the numbers for the Enrollment Lottery. The changing demographics will have an effect on the budget.

- Budget process – looking at each position with the changes in serving the students. Two principals next year (K-6 and 7-12). Defining curriculum, schedules, projects. Working hard to strengthen the 7-12 program.
- Reviewed draft of 2008-09 School Calendar. Recommendation for students to start August 27 with last day June 17. Graduation Saturday, June 6, 2009.

MOTION: J. Seglin to accept the calendar as presented and with confirmation that there be 184 student days. D. Whitemyer seconded, motion carried unanimously.

- SSCPS going green. The start of an Eco Committee will start with a meeting of interested people on March 6th at 7pm.. Discussed the Board Resolution.

MOTION: B. Smyth to approve the formation of an Eco Committee and the proposed blueprint for a healthy, environmentally sound school. J. Kelly seconded, motion carried unanimously.

- Foundation Update
- At the February 1st Professional Development Day the faculty was presented with the need for 100% participation for the Annual Fund.
- At the February 12th Foundation meeting there was discussion regarding their participation. Members of the Board of Trustees need to make this commitment also.
- Letter will be going out to parents on Monday, March 3rd to support the Annual Fund.
- Discussions regarding the Capital Campaign and the approach of the Pyramid of Giving were discussed.
- M. Brownwall will be working on the Alumni.

Committee Reports:

- **Facilities Committee:** no new report
- **Development Committee:** discussed in the Executive Director Report
- **Governance:** no report
- **Personnel:** no further report

MOTION: J. Seglin to adjourn the meeting. D. Whitemyer seconded, motion carried unanimously.

Meeting adjourned at 8:43pm

Respectfully submitted:

Pam Algera