

SOUTH SHORE CHARTER PUBLIC SCHOOL

Board of Trustees Meeting

Minutes of the 183rd meeting held March 27, 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, Kasundra Brown-Corbin, Miriam Brownwall, Dan Falkner (ex officio), Elaine French, Jack Kelly, Jo Loughnane, Michael Maniscalco, Cheryl Peterson, Mike Ryan, Bill Smyth (Clerk), David Whitemyer

In absentia: Dorothy Galo, Michael Nuesse (Treasurer), Angie Pepin (ex officio), Dominic Slowey, Brian Tyler, Frank White

Also in attendance:

Staff: Prudence Goodale (Interim Executive Director), Thomas Gorsuch (Principal), Kristine Shipp (Business Manager), Ted Hirsch (Assistant Principal), Claire Overlee (FASA Rep)

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

Approval of Minutes:

MOTION: J. Seglin moved to approve the minutes to the 182nd meeting. Seconded B. Smyth, motion carried unanimously.

Announcements and Calendar Events:

- Next meeting of the Board of Trustees will be held on Thursday, April 17, 2008.
- 2nd Annual Spring Wine Dinner will be held on Thursday, April 3rd at 6:30pm. Students from the music workshop will perform and the art workshop will display some work.
- Board Retreat will be scheduled. B. Gass will work with P. Goodale and M. Cornell-Feist on a date/time. Agenda items: Strategic Plan, Fundraising, Development.

Board Business:

- B. Gass and P. Goodale attended the Mass Charter School Delegate Assembly.
- Votes for new Board members and an update on the state of Charter Schools.
- Workshops were held for Administrators on dealing with challenges, viability of charter school; staffing and the right fit; etc.
- The Charter School Association is showcases a few schools for teams from other schools to visit and share ideas. This is being done instead of the Best Practices Workshops.
- A new foundation and website has been established to help support new and existing schools. This foundation is a great resource for Charter school to share policies and best practices.

Open to the Audience: no comment

Faculty Report: Dan Falkner reported.

- Faculty would like to thank the Administration for the smooth and thoughtful process during the contract negotiations.

Parents Association: David Whitemyer reported.

- Next meeting is scheduled for April 1st and Jack Kelly will represent the Board and discuss the Annual Fund and the next steps.
- The PA website has been shut down and the content will be rolled into the new SSCPS website.
- The PA does not have a volunteer to head the Fundraising Committee for next year.

Student Report: Ryan Brenner

- Students have held town meeting to discuss culture of SSCPS.
- Prom committee has been formed.
- Seniors last day of classes will be next week and then they will begin Senior Projects.
- Elections for next year's officers will be held in April.

Business Office: K Shipps reported

- Finance Committee has reviewed the refinance of the loans for 100 Longwater Circle. The SSCEF has voted to move forward with the refinancing as well. The School's auditors will assist with this transaction.
- Business Office will provide a one page summary of the School's financing and bonds/mortgages and refinancing as an overview for the Board members to review the history to date.

MOTION: J. Seglin to approve the refinance of the property at 100 Longwater Circle Norwell as follows:

“The South Shore Charter Public School Board of Trustees requests permission from the Massachusetts Board of Education to enter into a financing arrangement that extends beyond the term of the School's charter in order to refund an existing tax-exempt revenue bond held by Boston Private Bank & Trust Company; (the “Bank”); refinance existing indebtedness with NCB Development Corporation; and pay ancillary bond issuance and closing costs. Said financing arrangement shall be substantially, in form and substance, as set forth in the commitment letter (the “Commitment Letter”) dated March 19, 2008 from the Bank to the School, a copy of which has been provided to the Trustees, with the School acting as either borrower or guarantor under the financing arrangement. Pursuant to the Commitment Letter, the principal amount of the financing shall in no event exceed \$7,200,000. The Board of Trustees understands that the Commonwealth of Massachusetts has no liability for any portion of the loans and that Board of Education approval of this request has no effect on any future decisions or actions impacting the School. The Board of Trustees authorizes Prudence H. Goodale Interim Executive Director to formally request approval from the Massachusetts Board of Education to incur debt beyond the limitation on indebtedness under G.L. c. 71, §89 (j)(6). The Board of Trustees authorizes Robert Gass Chair of the SSCPS Board of Trustees to execute the Commitment Letter in the form presented at the meeting, or in such revised form as may be transmitted to the South Shore Charter Educational Foundation, Inc. and the School.”

Seconded M. Brownwall, motion carried unanimously.

- The Finance Committee was presented with the 1st draft of the FY09 budget. The Committee will review a 2nd passing at their April meeting. The draft budget will be presented to the full Board in the April Board package.
- The negotiated agreement for the 1 year salary grid has been approved by the faculty and staff. The Finance Committee recommends the agreement be approved for salary and benefits (sick days; school calendar; daily prep time; school lunch coverage).

MOTION: J. Kelly to approve the recommendation of the Finance Committee for the changes in the employee salary, benefits and working conditions to be effective for FY09. Seconded M. Brownwall, 12 in favor; 1 abstention (family member employee). Motion carried.

Executive Director Report: Prudence Goodale reported.

- The site visit report has been received and was distributed. Overall a positive report.
- In April the Department of Education will be conducting a 3 day mid-cycle site visit of the Learning Services Department for the Coordinated Program Review.
- MCAS testing is taking place this week and next.
- The SSCEF met on Monday evening and discussed the build out Annual Fund. Also discussed is the role of the Foundation in regard to the financial needs of the school. Put in place a plan for next year and beyond.
- P. Goodale introduces T. Gorsuch to discuss the design of the logo/website and the process that was taken. An explanation of the navigation of the new site was discussed.

MOTION: K. Corbin-Brown to recommend that Administration refer the logo design to the Development Committee with advice from parents (David Whitemyer and Tim Coletti) and resubmit at the April Board meeting. M. Brownwall seconded, motion carried unanimously.

MOTION: K. Corbin-Brown to table the discussion of the 7-12 reorganization to the April meeting. B. Smyth seconded, motion carried unanimously.

- P. Goodale introduced T. Hirsch who reviewed and outlined the events of the school wide Community Service Week.

Committee Reports:

Facilities Committee: Mike Ryan reported.

- Reviewed the current conditions plan.
- Met with P. Connick and M. Buckley Curran regarding the renovations to the art room during the summer.
- Minor changes to offices and storage spaces for next year.
- May need to have an engineer look at the mechanicals for the HVAC system to review current situation and projections for build out/renovations. Existing diagram may assist with current layout.
- Will meet with Administration to discuss the summer renovations.

Development Committee: Miriam Brownwall

- Post cards will be mailed the week of April 7th as a reminder for the Annual Fund and also to announce the Phone a Thon which will be held the week of April 28th.
- Poster with Thermometer with dollar amount and percent participation will be displayed at the school.

Governance: Bill Smyth

- The Board of Trustees Annual Meeting will be held on May 22nd.
- The Nominating Committee will meet after this meeting to interview David Whitemyer for a potential Board opening.
- The committee has been notified that Dorothy Galo and Dominic Slowey will not be continuing to serve after their terms end in June.
- Changes to the By Laws were distributed in the Board package and are presented for approval.

MOTION: J. Seglin to approve the changes to Article V 3(d) to read ‘The term of a new member of the Board of Trustees shall begin on the first day of the new fiscal year, July 1st, following the spring Annual

Meeting, while exiting members' terms' shall expire at the end of the current fiscal year, June 30th. Reference Art IV 4(a) for Annual Meeting date range. Reference Art V 7(c) for mid-term appointment term and subsequent election." Seconded M. Brownwall, motion carried unanimously.

MOTION: J. Seglin to approve the changes to Article VI 2(b) Election to read "The election of the officers shall occur at the 1st full Board meeting after June 30th following the Spring Annual meeting."

Personnel:

- Kristine Shipps reported for Frank White on the Executive Director search.
- Received 14 applications for the position.
- The Search Committee has met to review the applications and rank the resumes according to skill, experience, etc. The committee has also reviewed questions and ranked and selected the questions to be asked of the interviewees.
- Interviews will be set up with the 4 finalists for next week.
- An extensive report and update will be given to the Board at the April meeting.

MOTION: B. Smyth to adjourn the meeting. K. Brown-Corbin seconded, motion carried unanimously.

Meeting adjourned at 9:10pm

Respectfully submitted:

Bill Smyth, Clerk
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