

SOUTH SHORE CHARTER PUBLIC SCHOOL

Board of Trustees Meeting

Minutes of the 175th meeting held May 29, 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), Michael Nuesse (Treasurer), Bill Smyth (Clerk), Barbara Fournier, David Fournier, Dorothy Galo, Ed Hagerty, Jack Kelly, Angie Pepin (ex officio), Charleen Tyson, Frank White

In absentia: Dan Falkner (ex officio), Elaine French, Dominic Slowey

Also in attendance:

Staff: Mike Munhall (Executive Director), Tom Gorsuch (Principal), Ted Hirsch (Assistant Principal), Kristine Shipps (Business Manager)

Guests: Ryan Brenner, Debbie Cerilli, Miriam Brownwall, Michael Maniscalco, David Whitemyer

Bob Gass called the meeting to order at 7:10pm.

Approval of Minutes:

MOTION: B. Smyth moved to approve the minutes to the 173rd meeting. Seconded D. Galo, motion carried unanimously.

MOTION: B. Smyth moved to approve the minutes to the 174th meeting. Seconded D. Galo, motion carried unanimously.

Announcements and Calendar Events:

- Spring Concert will be held May 30th 6pm at Hingham High School.
- Graduation is June 2nd at 3pm.
- Spring Fundraising dinner will be held June 7th at 6:30pm at 53 South in Norwell. Seats are still available at \$75 per person
- Last day of school is Friday, June 15th.
- Next board meeting is scheduled for June 21st.

Board Business:

- The Chair welcomed the new board members and asked that they join the meeting. The new members are not voting members until approved by the DOE.
- Tom Gorsuch introduced Ryan Brenner who was elected by the students to be the Student Board Trustee. He will begin his term in July.

Open to the Audience: no report.

FASA: no report

Faculty Report: no report.

Parents Association: David Whitemyer, PA Chair reported.

Items that were discussed at the last PA meeting.

- Next years Parent Association meeting calendar will be voted on at the next meeting.
- Visit the PA website to view the PA election results and the survey results.
- D. Whitemyer distributed a year end report regarding the PA's activity this school year.
- Next PA meeting is June 5th and Bob Gass will represent the Board.

Business Office: Michael Nuesse reported

- Reviewed the Draft FY08 Budget.
- The FY08 budget reflects 520 students.
- Compensation remains the largest portion of the budget.
- Nothing unusual to report in the draft. Some increases over last year.

MOTION: M. Nuesse to approve the FY08 Budget as presented. D Galo seconded, motion carried unanimously

- The school is in the process of out to bid for construction of the Science Lab and the additional Level 1 classroom. The proposal will be received in between Board meeting. Finance recommends giving the Executive Committee authority to approve construction contract.

MOTION: M. Nuesse motion to authorize the Executive Committee to approve the contract for the construction of the Science Lab and Level 1 classroom. E. Hegarty seconded, motion carried unanimously.

- Finance Committee continues to look at restructuring debt. An appraisal of the building will be taking place. Committee will update Board late summer or early fall with a plan.

Executive Director Report: Mike Munhall reported.

- Graduation is next Saturday, June 2nd. 27 Students will graduate which is the largest class in the history of the school. Evidence of the school's growth.
- Current enrollment is 489.
- Plans for the summer construction are moving along.
- MCAS testing is done for the year.
- Hiring for new staff is in the process. A new Level 1 teacher and High School Social Studies have been hired. Interviews are continuing for the other openings.
- Increase of salaries will have to be looked at over the next year.
- Strategic Plan has been revised from the original document with changes made from the community input.
- Fundraising goal for FY07 was \$50,000 current tally is \$57,000.
- Two policies are presented for approval/discussion.

MOTION: B. Smyth to adopt the Access to Student Records: Student Directory Information with Third Parties. Seconded F. White. Motion withdrawn

MOTION: B. Smyth refer access of parental emails to the Parents Association. School will not adopt policy. J. Seglin seconded, motion carried unanimously.

MOTION: J. Seglin to adopt the recommendation of the Business Manager and accept the CORI policy as presented. C. Tyson seconded, motion carried unanimously.

Committee Reports:

Facilities Committee: Ed. Hegarty

- Construction items were addressed in the Finance Committee report.

Development Committee: no report.

Strategic Plan: Bob Gass reported

- Rewrite of the introduction has been completed as of 4/26/07. Still need action plan for each area for the plan to be completed.
- Thank you to Jeff Seglin and Marci Cornell-Feist for their help with the rewrite.

MOTION: E. Hegarty to accept the rewrite of the introduction of the Strategic Plan as presented. B. Smyth seconded.

Discussion: Amend goal number 1 to add outstanding academic excellence and comments related to the mission of the School. Board directed Executive Director to amend with the final edit and highlight and include full mission on goal two. Motion withdrawn.

MOTION: E. Hegarty to accept the Strategic Plan rewrite with the changes as noted. C. Tyson seconded, motion carried unanimously.

Governance: Bill Smyth reported.

- Committee reminds Board members to complete the Financial Disclosure forms which were distributed.
- The recommendation from the committee is that the slate of officers remain unchanged.

MOTION: B. Smyth to approve the slate of officers as follows: Chair: Bob Gass; Vice Chair: Jeffrey Seglin; Treasurer: Michael Nuesse; Clerk: B. Smyth. B. Fournier seconded, motion carried unanimously.

Personnel: Frank White reported.

- Personnel Committee and Executive Committee have met regarding the resignation of Michael Munhall.
- Committees recommend that an Interim Executive Director be appointed for a 1 year term. This decision was made due to the timing of the Executive Director's late resignation in the school year and this will give the Board time to look at the management structure. Timeline to appoint will be by August 10th.
- In the meantime, Kristine Shipps will serve as Acting Executive Director over the summer. Board has pledged support of Kristine Shipps over the summer and during this interim period.
- Executive Committee has put together an ad and search contacts.
- A search committee will be formed with its members comprised of Board, Parents, Student, Faculty and Staff.
- Need to look at job description.
- Recommend running ad for the Interim Executive Director for the next two weekends.
- Screening committee will meet and recommend 5-7 candidates for committee review.
- The screening committee will recommend 2-4 candidates for the full board to interview.

- A package will be collected of school information (Strategic Plan, DOE reports, Annual Report.) etc. for candidates to review.
- The committee accepted the resignation of Michael Munhall with regret. The School is in a different place and has come along way in this last five years. The Board thanks Mike Munhall for the hard work and knows that the job has not been easy but he has performed with grace under pressure and it is truly appreciated.

MOTION: F. White to accept the recommendation of the Personnel Committee and the Executive Committee and appoint Kristine Shipps as Acting Executive Director at the departure of Michael Munhall. B. Smyth seconded, motion carried unanimously.

Calendar Item: The next meeting of the Board of Trustees will be held on Thursday, July 26th at 7pm. The Board is cancelling the June 21st meeting. Committees should meet during the month.

It was Moved and Voted unanimously to adjourn at 9:02pm.

Respectfully submitted:

Bill Smyth (Clerk)
Pam Algera