

SOUTH SHORE CHARTER PUBLIC SCHOOL

Board of Trustees Meeting

Minutes of the 199th meeting held September 24, 2009 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: Jeffrey Seglin (Chair), Cheryl Peterson (Vice Chair), Miriam Brownwall, Paul Carberry, Deb Cerilli, Bob Gass, Mac Haran (ex officio), Jo Loughnane, Michael Maniscalco, Maggie Reardon (Student), Mike Ryan, Bill Smyth (Clerk), Brian Tyler (Treasurer), David Whitemyer

In absentia: Kasundra Brown-Corbin, Deidre Lamoureux

Also in attendance:

Staff: Prudence Goodale (Executive Director), Kristine Shipps (Business Manager), Jim Connolly (7-12 Principal), Ted Hirsch (K-6 Principal), Jo Feldman (Director of Learning Services)

Presenters: John Buckley and Charlie Webb form the firm of Alexander Aronson Finning (CPA's)

Audience: Denise Demaggio, Kerry Griffin, Annette Golden

Jeffrey Seglin (Chair) called the meeting to order at 7:03pm.

Approval of Minutes:

MOTION: B. Smyth moved to approve the minutes to the 198th meeting held July 23, 2009. Seconded D. Whitemyer, motion carried unanimously.

Finance Committee: B. Tyler reported

- Finance Chair introduced John Buckley and Charlie Webb from Alexander Aronson Finning.
- The Finance Committee met previous to the Board meeting and reviewed the audit as presented in depth.
- J. Buckley presented on overview of the annual audit process. Reviewed the financial ratios.
- The overall financial health is stable and the school has worked hard to be in this financial position.
- The audit was clean with some adjustments to be made. Most adjustments were recommendation from the SSCPS management.
- B. Tyler thanked J. Buckley, C. Webb and especially K. Shipps for hard work and diligence in overseeing the financial stability of the school.
- The reviewed reports were for the school and foundation combined. Building owned by the Foundation which carries the debt.
- The Finance Committee discussed and recommends restricting \$750,000 for capital expenditures. The need for a new roof and HVAC improvements are imminent.

MOTION: B. Tyler and the Finance Committee recommends that the Board approve the reserve of \$750,000 be restricted and designated for capital improvements. M. Brownwall seconded, motion carried unanimously.

MOTION: B. Tyler and the Finance Committee recommend the approval of two small changes and to add the addendum of the \$750,000 capital improvement restrictions to the audit reports presented by Alexander Arsonson Finning. M. Brownwall seconded, motion carried unanimously.

Moment of Silence and Memory of Frank White

J. Seglin asked T. Hirsch to say a few words in tribute and memory of former SSCPS Board member Frank White. A memorial service will be held November 1, 2009.

School & Academic Report:

Executive Director Report: Prudence Goodale reported.

- P. Goodale also expressed her sadness in the passing of Frank White.
- The 2009-2010 school year is off to a good start. The annual family picnic was successful, the weeklong Professional Development workshops and well as summer work on math, reading and ELA trainings were all well attended and successful.
- SSCPS is preparing for the Charter Renewal visit the week of October 19th. Class Measures will be sending a team to review the school
- The faculty/staff will be working on Climate and Culture this year.
- The Administrative Team shared their goals for the year.
- The MCAS results are in and they are wonderful. P. Goodale invited all attendees to the Science classroom for a PowerPoint presentation prepared by T. Hirsch, J. Connolly and J. Feldman which highlighted to MCAS results.

Committee Reports:

Audience: - no comments

Faculty: No report

Parents Association: .D. Lamoureux was absent but asked J. Seglin to read a prepared report.

- The 1st PA meeting of the year was held and there was a great turnout of parents in attendance.
- The next meeting is scheduled for Saturday, October 3rd and Paul Carberry agreed to represent the Board.
- The PA Grant Task Force will be giving their recommendations for funding at the next meeting.
- Other items on the agenda – The reciting of the Pledge of Allegiance; flags in the classrooms; school pictures.

Student Report: M. Reardon reported

- Some items came up at the students 1st town meeting.
- Students are concerned about the reduction of workshops time
- Students are working on an idea to sponsor a student “Dollar Drive” with a goal of 100% student participation.
- Students have shown interest in being able to listen to iPods during specific times during the day.
- Students have expressed the need to replace white boards which are becoming difficult to read.
- M. Reardon will schedule a meeting with P. Goodale to follow up on these items.

Development Committee: M. Brownwall reported

- Committee meeting this week.
- Annual Fund solicitation has been send to families (a letter for returning and a letter for new families). A letter to faculty will be distributed Monday.

- The committee discussed the upcoming events such as; Grandparents Day – October 15th; the Harvest Road Race – October 17th, Golf/Auction in the spring; and an Alumni event in January.
- Volunteers / assistance is needed for all events especially the upcoming road race.

Facilities Committee: D. Whitemyer

- Nothing new to report from the meeting minutes which were included in the pre-Board packet.

Governance: B. Smyth reported

- Committee had 1st meeting this week and set meeting dates for the year.
- New initiative the committee has been working on is a new Board member orientation finder.
- The next Governance meeting, October 27th at 5pm, will also include Board Orientation for newly elected Board members. All members are welcome to attend.

Board Chair: J. Seglin reported

An ad hoc group chaired by Paul Carberry will meet to discuss the style for internal/external formats of school reports, publications, etc. This would include wording and capitalization of SSCPS language. D. Whitemyer, P. Goodale, J. Seglin will join the group.

Personnel: B. Gass

- Evaluation of Executive Director – reviewed the summary of the evaluation from the Board. Committee recommends the Chair accept and sign the document.

MOTION: B. Gass to approve the results of the evaluation of the Executive Director as presented. M. Brownwall seconded, motion carried unanimously.

- The Draft Personnel Policy was distributed by email for Board review. The revised documents reflects policies that have been amended, changed, adopted over the course of time. Also included are policies that have been recommended by counsel. Board members are instructed to review and be prepared to vote at the October meeting. K. Shipps will distribute the redacted document for comparison. Edits should be sent to the Personnel Committee prior to the next committee meeting. Date to be announced.
- Executive Director Search – at the next meeting of the Personnel Committee a discussion regarding the search process and timelines for new search. Anyone who is interested in the process is to inform P. Goodale or J. Seglin. The Chair of the Search Committee will approve the members. Board member to chair with another one or two members on committee. P. Carberry will talk to PA at next weeks meeting.

MOTION: B. Smyth to adjourn the meeting. M. Brownwall seconded, motion carried unanimously.

Meeting adjourned at 9:05pm

Respectfully submitted:

Bill Smyth, Clerk
Pam Algera