

# SOUTH SHORE CHARTER PUBLIC SCHOOL

## Board of Trustees Meeting

Minutes of the 193rd<sup>d</sup> meeting held February 27, 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 (Vice Chair), Alyse Algera, Miriam Brownwall, Dan Falkner (ex officio), Deidre Lamoureux, Jo Loughnane, Michael Maniscalco, Angie Pepin (ex officio), Cheryl Peterson, Rena Shea, Bill Smyth (Clerk), Brian Tyler (Treasurer), David Whitemyer

**In absentia:** Bob Gass (Chair), Kasundra Brown-Corbin, Michael Nuesse, Michael Ryan

### **Also in attendance:**

**Staff:** Prudence Goodale (Interim Executive Director), Kristine Shipps (Business Manager), Jim Connolly (7-12 Principal), Ted Hirsch (K-6 Principal), Claire Overlee (Level III Coordinator), Ben Anderson (Level III Aide), Joyce Dandrow (Level III Teacher)

**Audience:** Level III Students: Ben Gallion, Chris Holland, Kyle Preston, Lanz Seres & Paul Sullivan; Tom Holland, Maria Sullivan, Nancy Schaefer Flynn,

Jeff Seglin, Vice Chair, called the meeting to order at 7:08pm.

### **Approval of Minutes:**

**MOTION:** B. Smyth moved to approve the minutes to the 192nd meeting held January 22, 2009 as amended. Seconded D. Whitemyer, motion carried unanimously.

### **Finance Committee:** B. Tyler reported

- Income slightly behind actual vs. budget. Tracking towns' tuition numbers.
- Tracking expenses closely with new budget number (5% cut).
- Claims have been filed for the stolen items (truck, plow, sander, lawn mower, etc.). Will look at numbers when received to see if items will be replaced with purchase or lease.
- Federal Stimulus grant application was filed for shovel ready project. SSCPS made it through round one.
- FY10 budget timeline delayed slightly but should still have a draft by April board meeting.
- Initial stages of FASA negotiations. Meeting next Monday and will schedule additional meetings in March.

### **School & Academic Report:**

#### **Academic Report**

- Demonstration by Level III Robotics Short Circuit project which is a part of the Level III School Store Project who purchased the equipment...
- Claire Overlee, Level III Coordinator/Teacher, presented an overview of academic strategies used on Level III and an overview of the Level III Program.

**Executive Director Report:** Prudence Goodale reported.

- Reviewed the Executive Director report which was distributed in the pre-Board package including the theft of equipment, the visit of alumni John Earle (Johnny Cupcakes); Title I Celebration of Learning; announcement of grant awards.
- Reminder that the Founders Event will be held on Saturday, March 28<sup>th</sup>. More information can be found in the Update.
- High School History teacher, Lora Desalvo, will be participating in an extended studies program with the SS Collaborative.
- Upcoming visits by the Department of Elementary and Secondary Education. The Federal Program (SPED, ELL) 2 day visit on March 25 and March 26. The Charter School site visit will be on March 26 which will include student, parent, teacher, and BOT focus groups.
- Revisions to the Student Handbook.

**MOTION:** J. Loughnane moved to approve clerical and minor housekeeping changes to the Student Handbook in the Exit Standards and Director of Personnel pages. Seconded R. Shea, motion carried unanimously.

**MOTION:** B Smyth moved to approve the clarification to the Student Handbook page 24 and 25 Disciplining of Students with Disabilities section. Seconded B. Tyler, motion carried unanimously.

**Committee Reports:**

**Audience:** no report

**Faculty:** Dan Falkner Reported

- Negotiations have begun with the team and Administration.

**Parents Association:** .Deidre Lamoureux reported

- Next meeting will be Saturday, March 7<sup>th</sup>. No Board representative will be needed due to PA voting on the request for funding.
- PA is soliciting volunteers for next year's officers.
- The April meeting will be held on the 2<sup>nd</sup> and a Board volunteer would be appreciated.

**Student Report:** Alyse Algera reported

- High School students will be traveling to Cranmore Mountain in New Hampshire for Ski Trip field trip on March 6<sup>th</sup>.
- Senior Ryan Brenner and juniors Kristin Cheney and Patrick Weed participated in the Boston Regional Brain Bee at MIT.

**Facilities Committee:** David Whitemyer reported

- No report

**Development Committee:** Miriam Brownwall

- Committee is focused on the Golf Tournament/Auction event. The solicitation form is in the Update. Taking donations. There will be a link on the website to view the items.
- Annual Fund is almost \$20,000. Reminder letter will be sent next week and a Phone A Thon in April.

**Governance:** Bill Smyth

- Committee has been working on a Solicitation Policy which was distributed. Recommendation from M. Maniscalco to revisit wording. The policy is referred back to Governance to discuss at the next meeting on Tuesday, March 10<sup>th</sup>.
- Members of the Board have completed a self examination and to specify area(s) of expertise.
- Nominating Sub-Committee is looking for recommendations for new Board members.

**Personnel:** Jo Loughnane reported

- Committee recommends approval of the Part Time Executive Director job description.
- Board Chair will prepare proposed contract for Board vote.

**MOTION:** B. Smyth to approve the recommendation of the Personnel Committee and adopt the Part Time Executive Director Job Description. A. Algera seconded, motion carried unanimously.

**Discussion: Renewal Process (Part I)**

P. Goodale presented an overview of what the process looks like. The faculty has begun the process with discussing the School’s Mission and what works/what doesn’t. Teachers have expressed desire for more follow through. During these meetings the School asked for assistance from the HR Knowledge to assist with small group work Summary report was included in the pre-Board package. Additional meetings are being held to continue these discussions with the faculty. The March Executive Director report will include action items and items being addressed from the faculty feedback.

One area that has been discussed is the Enrollment. T. Hirsch presented a proposal which clarifies the enrollment numbers by Grade by Level.

	# Classrooms	Total # Students	Total # per Level
Level I Kindergarten	2	44	
Level I Grades 1 and 2	4	88	
Level II Grades 3 and 4	4	88	
Level III Grades 5 and 6	4	88	
Level IV Grades 7 and 8	4	88	
<b>Grades K-8</b>			396
Grade 9		36	
Grade 10		36	
Grade 11		36	
Grade 12		36	
<b>High School 9-12</b>			144
<b>Total Enrollment Cap</b>			<b>540</b>

**MOTION:** M. Brownwall to encourage the Executive Director to move in the direction of the proposed enrollment numbers which will assist in the retention of programs such as Art, Music, Spanish and PE and reach the enrollment cap of 540 students. B. Smyth seconded, motion carried unanimously.

**MOTION:** R. Shea to adjourn the meeting. B. Smyth seconded, motion carried unanimously.

Meeting adjourned at 9:03pm

Respectfully submitted:

Bill Smyth, Clerk  
Pam Algera