

# SOUTH SHORE CHARTER PUBLIC SCHOOL

## Board of Trustees Meeting

Minutes of the 218<sup>th</sup> meeting held June 23, 2011 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), Brian Tyler (Treasurer), Paul Carberry (Treasurer), Deb Cerilli, Heather Dans, Bob Gass, Mac Haran (ex officio), Jo Loughnane, Michael Maniscalco, Emily Merwin (ex officio), Tessa Misiaszek, Jean Philogene, Michael Ryan

**In absentia:** Kolin Perry (Student), David Whitemyer

### **Also in attendance:**

**Staff:** Alicia Savage (Executive Director), Ted Hirsch (K-6 Principal), Angie Pepin (7-12 Principal), Kristine Shipps (Business Manager)

**Audience:** Lisa Harvey-Mone, Christophe Teulet-Cote, Richard White

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

Jeffrey Seglin thanked Jo Loughnane and Heather Dans for their service to the Board of Trustees. Lisa Harvey-Mone, Christophe Teulet-Cote, and Richard White were introduced as new members beginning July 2011.

**MOTION:** C. Peterson to approve the minutes to the May 19, 2011 meeting. H. Dans seconded, motion carried unanimously.

**MOTION:** T. Misiaszek to approve the minutes to the 16<sup>th</sup> Annual Meeting. B. Tyler seconded, motion carried unanimously.

### **Board Business:**

- Board Retreat July 25 or July 26. Members were asked to indicate their preference.
- Meeting Schedule for 2011-12 will be discussed at the July retreat.
- Draft Slate of Officers for 2011-12 was distributed. Vote to be taken in July.

### **School & Academic Report**

#### **Academic Report:**

**School Report:** Alicia Savage, Executive Director reported

- SSCPS hired CELT (Center for Educational Leadership and Technology) to conduct a complete review of the school's technology. Their report was included in the Board package and a brief overview of the report was presented.
- CELT conducted a separate evaluation of the hardware/network that was conducted this week. This evaluation will provide a list of what is needed and the dollar cost to implement the recommendations.
- Graduation was held on June 4<sup>th</sup> with 6 awards were presented.
- Annual Fund was at \$23,974; this number was updated today with over \$27,000 received. The Phone-a-thon was held during a few evenings and a cookie drive at the High School to boost participation. The email campaign will continue until June 30<sup>th</sup>.
- Congratulations to Sarah Roberts as being selected as one of the 2012 Massachusetts Teacher of the Year finalists.

#### **Principals' Reports:**

K-6 Principal - Ted Hirsch

The school year ended well and students worked hard to the end. Staggered celebrations worked well.

#### 7-12 Principal – Angie Pepin

- Classes ended last Friday; final exams; field days were successful.
- In process of scheduling and hiring for next year.

#### Student Handbook Changes – Angie Pepin

School Council worked on updates to handbook and recommended changes including amendments to the dress code policy, description of Senior Project, inclusion of a description of our health curriculum, and including of the Pick Up Procedures.

**MOTION:** P. Carberry to accept and adopt changes the Student Handbook as presented: B. Gass seconded, 1 abstention, 10 in favor; motion carried.

#### FY12 School Improvement Plan – Ted Hirsch

School Council worked on the FY12 School Improvement Plan. Included are Professional Development plans for ESL Category 1 and 2 training and a partnership with Lesley University.

**MOTION:** B. Gass to approve the FY12 School Improvement Plan as presented. P. Carberry seconded, motion carried unanimously.

#### **Committee Reports:**

**Audience:** no report

**Faculty:** Emily Merwin and Mac Haran

- Nothing new to report
- End of school year was successful

**Finance:** Brian Tyler reported

- Chair of the Finance Committee presented a detailed in depth presentation of the Draft FY12 Budget.
- A detailed overview of the past, current, and projected revenue vs. expenses was also presented.
- The Finance Committee recommends approval of the FY12 Budget as presented.

**MOTION:** B. Tyler to approve the FY12 budget as presented. B. Gass seconded, motion carried unanimously.

**Student Report:** no report

**Parents Association:** Heather Dans reported

- PA elections were held and all positions are filled for the new school year.
- Successful golf/auction event.

**Development Committee:** Debbie Cerilli reported

- Refer to minutes
- After expenses the Golf Tournament raised \$3,000 and the Auction raised \$14,000
- Next meeting in July. Question for the committee concerns whether the golf tournament and auction event are worth the dollars raised. Annual Fund approximately \$27,000 and Harvest Run event was successful. The events raised between \$47,000 and \$50,000 for the year.
- Development Chair recommends holding off on hiring Development Director until there is a plan to raise more money for the Foundation. Item for discussion at the July Board retreat.
- Recommendation for the Development Committee and SSCEF to meet jointly.

**Facilities:**

- Next meeting July 13<sup>th</sup> 8am

**Governance:** no report

**Personnel:** Bob Gass

- Meeting with FASA regarding health insurance has been moved forward. HR has met with staff.
- Committee to still work on retiree health insurance bridge to Medicare. Look at cost to offset (talk with finance); retirement incentives for early retirement.
- Next year to talk about salary grid 2<sup>nd</sup> of 3years.
- Evaluation of Exec Director – voting members of the board will be receiving package from committee chair with Executive Director’s self evaluation, job description, and a blank evaluation form to complete. Trustees are asked to return the evaluation to Bob Gass by July 15. A “360” evaluation involving staff, faculty, and the board will likely be undertaken survey year.

**MOTION:** P. Carberry moved to adjourn the regular meeting. H. Dans seconded, motion carried unanimously.

Meeting Adjourned at 9:01 pm

Respectfully submitted: Pam Algera

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Approved by: Paul K. Carberry, Clerk