

SOUTH SHORE CHARTER PUBLIC SCHOOL

Board of Trustees Meeting

Minutes of the 213th meeting held January 20, 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), Paul Carberry (Clerk), Deb Cerilli, Bob Gass, Mac Haran (ex officio), Michael Maniscalco, Emily Merwin (ex officio), Kolin Perry (Student), Jean Philogene, Michael Ryan, Brian Tyler (Treasurer), David Whitemyer

In absentia: Heather Dans, Jo Loughnane

Also in attendance:

Staff: Alicia Savage (Executive Director), Kristine Shipps (Business Manager), Ted Hirsch (K-6 Principal), Beth Dolloff (Development Assistant), Level III Staff: Claire Overlee, Ben Anderson, Jenn Johnson, Dan Falkner, Bev Bruce, Joyce Dandrow, Darlene Parker, Tessa Misiasek (Board candidate)

Jeffrey Seglin (Chair) called the meeting to order at 7:00 p.m.

Approval of minutes:

MOTION: C. Peterson to approve the minutes to the December 16, 2010 Board of Trustees meeting, B. Gass seconded, motion carried unanimously.

MOTION: P. Carberry to approve the appointment of Tessa Misiasek to complete a vacated term. D. Whitemyer seconded, motion carried unanimously.

Board announcement: T. Misiasek has agreed to chair the Development Committee

School & Academic Reports

School Report: Alicia Savage, Executive Director Report

- Reviewed the proposed field trip to Wash DC with the veggie van.
MOTION: D. Whitemyer to approve the proposed field trip to Washington DC. P. Carberry seconded, motion carried unanimously
- Establish an Ad Hoc Committee/Task force to review out of state/overnight field trips that have been approved by Executive Director. Three member task force if interested contact Jeff Seglin. This group would recommend boarding for approval and referring to trip policy.
- Annual Fund Update: \$14,694 received \$1,500 more than last year. Headstand Principal Calendar helped to raise the awareness. Attendees from the Grandparents and Friends Day were sent a mailing.
- Enrollment: same of December. Report on enrollment at February meeting.
- Enrollment Open House: Very well attended applications are coming in daily and receipts are up since last year. Strong academics, Spanish, good reputation – students did great job talking about program and giving tours. Enrollment Lottery to be held on February 12th.
- After School Enrichment program begins next week with homework help plus offering art, chess, and science.
- High School Environmental workshop need your votes....see update for details.....
- Formative Assessments are continuing and faculties are using the data to review tracking along the way.
- Title I Review – Ted Hirsch
MOTION: B. Gass approve recommendation of Executive Director to approve two policies related to Title I. P. Carberry seconded, motion carried unanimously.

Academic Report: Level III Presentation

- Level III faculty presented a video overview of the Level III program with an introduction of each of the members of the Level III team. The faculty thanked Alicia Savage for support with technology in the classroom.

Committee Reports:

Audience: no report

Faculty: Emily Merwin reported

- Appreciated the early call on the snow day last week.

Finance: Brian Tyler reported

- Updated tuition numbers have been received. Budgeted for 526 students; currently enrolled 534 students. Facilities Aid up \$20/student; \$195,000 over budget at this time if enrollment stays at current number.
- Expenses are being tracked closely. Profit & Loss statement in February with forecast through year end. Over budget on technology, within budget on most line items.
- Board restricted \$700,000 seconded \$750,000 – \$1.5M in Board designated Capital Expenditures.

Student Report: Kolin Perry reported

- Students completing mid year assessments this week.

Parents Association: refer to Board packet

Development Committee: Tessa Misiazek

- Introduction of Beth Dolloff Development Assistant reviewed the responsibilities of the position and reviewed prior experience. Presentation at next meeting
- Looking at organizing a March 27th Annual Fund event to drive participation.
- Golf June 10th South Shore Country Club items will begin to be solicited.
- Outreach to business leaders; including a good restaurant chain. The goal is to establish a broad partnership.

Facilities: David Whitemyer reported

- Refer to minutes in board packet

Governance: Paul Carberry reported

- Following up on potential new members to the Board.

Personnel: Bob Gass reported

- Quick meeting with Kristine and Alicia. Next step is to meet with FASA.

Learning Services: the final report from the Walker Group will be forwarded to the Board.

MOTION: D. Whitemyer to adjourn. K. Perry seconded, motion carried unanimously.

Meeting Adjourned at 8:30pm

Respectfully submitted: Pam Algera

Approved by: Paul K. Carberry, Clerk