

# SOUTH SHORE CHARTER PUBLIC SCHOOL

## Board of Trustees Meeting

Minutes of the 212<sup>th</sup> meeting held December 15, 2010 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, Heather Dans, Bob Gass, Mac Haran (ex officio), Emily Merwin (ex officio), Kolin Perry (Student), Michael Ryan

**In absentia:** Jo Loughnane, Michael Maniscalco, Jean Philogene, Brian Tyler (Treasurer), David Whitemeyer

### **Also in attendance:**

**Staff:** Alicia Savage (Executive Director), Kristine Shipps (Business Manager), Jo Feldman (Director of Learning Services)

Jeffrey Seglin (Chair) called the meeting to order at 7:02 p.m.

### **Approval of minutes:**

**MOTION:** C. Peterson to approve the minutes to the November 18, 2010 Board of Trustees meeting, P. Carberry seconded, motion carried unanimously.

### **School & Academic Reports**

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

- Reviewed the events in the State of the School Report
- National Honor Society Induction ceremony was held with eight students becoming members.
- Reviewed the events of the week of filming for the short documentary for Sundance.
- Thank you to Kristine Shipps for entering SSCPS in the "Touchdowns for Technology" contest in which we will receive seven laptops.
- Grandparents and Friends Day was held. We hosted over 130 Level I and Level II visitors.
- Thank you to the parents for organizing a faculty and staff luncheon and also a surprise breakfast.
- SSCPS had visitors from the Times Squared Charter School of Providence and the Epiphany School of Boston. Teacher representatives from these schools observed our faculty teaching Singapore Math.
- SSCPS student volunteers who tutor at 826 Boston attended a breakfast reception in Boston.
- Annual Fund update: Pledges and receipts as of 12/13/10 is \$12,654. A second mailing was sent targeting Grandparents and a reminder to the initial list of families.
- FY11 Enrollment is stable at 535.

**Academic Report:** Jo Feldman, Director of Learning Services reported

- In April of 2011 the Department of Education will conduct a Coordinated Program Review (CPR). This review is a comprehensive review of the SPED, ELL, and Civil Rights programs and procedures and is done every six years.
- The state also has initiated a web based system which allows uploading of policies and procedures as well as the required self assessment which is the 1<sup>st</sup> step in the review process.
- The visit in April will include interviews with Parents, Administration, SEPAC, Faculty & Staff, review of student records as well as classroom visits to insure that the school meets policies, guidelines, and laws. At the end of the visit the school will be given a draft report which will be reviewed by SSCPS. The final DOE report will include any findings with compliance rating and then 20 days to provide solutions.
- Another requirement for the CPR is to have an independent review. SSCPS hired Walker Partnership who visited and reviewed the program at SSCPS. Interviews with Teachers, Support Staff, and Administration as well as document review were conducted.
- The preliminary report included some recommendations and observations:

- Staff works really hard with no split between SPED and regular education.
- Day is packed with teaching and learning.
- Lower levels have interest in inclusion.
- In Level III small group is ore effective.
- In Level IV and High School classroom – they did not see true inclusion
- More time for group work to review data (formative assessments) to develop curriculum.
- Level IV and High School looking for Professional Development to grasp social/emotional needs of students. Response to Intervention, a formalized program for additional student support.
- Not enough time for educational collaboration or common planning time for curriculum discussion.
- Directed Study at secondary level most students with IEP’s would prefer to receive student skills.
- Older students have less specific goals as they advance through the grades.
- SSCPS is in good shape for the CPR review. The final independent report will be forwarded to the Board in the next Board package. Walker Partnership is available to present as well.
- Board would like follow up as to academic success for all students. What are the inefficiencies potential efficiencies?

### **Committee Reports:**

**Audience:** no report

**Faculty:** Emily Merwin

- Thank you to the parents for the lunch and breakfast last week.
- Teacher Intern program is going well
- Faculty has been inquiring as to when we will be receiving the hybrid bus. Waiting for bus battery pack.
- Staff members held a letter writing campaign in support of Angella Henry and her family. Over 900 letters have been mailed to Government officials.
- While the staff appreciates the attention of the Sundance film crew, staff felt that there were interruptions in schedule and that if this type of event were to happen again the project should reflect a K-12 school. Suggestion: Should there be Board approval? Should there a pre visit orientation,

**Finance: Cheryl Peterson**

- Tuition projections are not in as of yet.
- Due to timing of meeting, month-end Financials are not complete but no surprises anticipated.
- Finance Committee reviewed the Year End DOE fiscal report and recommend Board approval.

**MOTION:** C. Peterson to accept the Finance Committee’s recommendation to accept the Year End DOE Fiscal Report as presented. P. Carberry seconded, motion accepted unanimously.

**Student Report:** Kolin Perry reported

- The High School held Spirit week which starts the Basketball season.
- The High School Art Workshop held its annual Fashion Walk.

**Parents Association:** Heather Dans reported

- Excellent November meeting. The December meeting was held at the end of a very long day at SSCPS.

**Development Committee:** Paul Carberry

- Distributed November minutes
- P. Carberry will be calling Board members urging participation in the Annual Fund.
- Talked about Golf Tournament & Auction will be held on June 10<sup>th</sup> at the South Shore Country Club. Sponsorship and pricing will be distributed shortly.

**Facilities:** Mike Ryan reported

- Roof Project: The references for lowest bid were glowing. The Facilities Committee and the Architect recommend awarding the contract...

**MOTION:** M. Ryan on behalf of Facilities Committee to adopt the recommendation of the Facilities Committee and the Architect and accept the lowest bid for the Roof Replacement Project. B. Gass seconded, approved unanimously.

Governance: Paul Carberry reported

- The charge of the Governance Committee is to recruit new members of the Board.
- The committee has received some great recommendations for new members.
- The Governance Committee will convene a meeting after the 1<sup>st</sup> of the year.

**Personnel:** Bob Gass reported

- Minutes from November in packet
- Next meeting will be scheduled in the New Year.

Board Business: P. Carberry will provide committee chairs with a template to standardize the format of committee minutes.

MOTION: B. Gass to adjourn the meeting. C. Peterson seconded, motion carried unanimously.

Meeting Adjourned at 7:56pm

Respectfully submitted: Pam Algera

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Approved by: Paul K. Carberry, Clerk