

# SOUTH SHORE CHARTER PUBLIC SCHOOL

Board of Trustees Meeting

DRAFT

Minutes of the 223rd meeting held January 19, 2012 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), David Whitemyer (Vice Chair), Deb Cerilli, Lisa Harvey-Mone, Mac Haran (ex officio), Emily Merwin (ex officio), Kolin Perry (Student), Cheryl Peterson, Jean Philogene, Christophe Teulet-Cote

**In absentia:** Paul Carberry (Clerk), Brian Tyler (Treasurer), Bob Gass, Michael Maniscalco, Michael Ryan, Richard White

## **Also in attendance:**

**Staff:** Alicia Savage (Executive Director), Kristine Shipp (Business Manager), Ted Hirsch (K-6 Principal), Angie Pepin (7-12 Principal), Joanna McCarthy (Development Director); Denise Demaggio (Development Assistant)

**Audience:** Level II Faculty - Krista Cafourek and Kristin Waldron; with students and their families

Jeffrey Seglin (chair) called the meeting to order at 7:00pm

**MOTION:** D. Whitemyer moved to approve the minutes to the December 15, 2011 meeting. C. Peterson seconded, motion carried unanimously.

## **School & Academic Report**

**Level II Presentation:** Day in the Life of Level II

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

### **Educator Evaluation:**

- SSCPS is one of 143 Race To The Top districts to participate in the new process for evaluations of educators. On January 10th more information was released as to what the assessments will look like.
- We have set aside the March Professional Development Day for training.
- Implementation will take place beginning in August for the 2012-13 school year.
- Administration will be meeting with FASA and Personnel to discuss this new system.

**Rightsizing Committee Report:** A. Savage reported for C. Peterson and D. Whitemyer

- Reviewed the report which was included in the Board packet.
- The report outlined the High School enrollment numbers and programming options for ELA, math, Honor classes, and AP classes. Reviewed the current courses offerings as well as proposed changes.
- Next steps: schedule a working meeting with the Board with materials to support the proposal and representatives from each community group

**Open House** was held last week with 100 visitors. The Enrollment Lottery will be held on February 11<sup>th</sup>.

**Director of Development:** Joanna McCarthy

- Scheduling individual meetings with each Trustee and Foundation member.
- Talking with Faculty and Staff to learn about the school. Soliciting historical and current stories that make SSCPS who we are.
- Researching fundraising database software and meeting with other charter schools.
- Recreated a Facebook page looking for momentum and other social media.
- Annual Fund looking for 100 % participation. Annual Fund match program and Phone-a-thon in February.
- Beginning to contact foundations for grant and corporation connections.

**K-6 Principal:** Ted Hirsch reported

- Formative assessments are being analyzed and student growth looks good so far. FIT schedules will be adjusted to meet the needs of the students. After school tutoring is continuing.
- K-6 Spanish teacher who was on maternity leave has returned for Level I; the long term substitute will continue for Levels II and III. Co Teacher is in place for the Level II maternity leave..

**7-12 Principal:** Angie Pepin reported

- Busy week for 7-12 with mid year exams being held..
- Seniors busy with the last of their college applications.
- Basketball: Currently have three coaches – one for girls 7-12 team, one boy’s middle school, and one boy’s high school. The program is successfully building momentum. Home games are on Sunday’s at the Hingham Middle School – Girl’s at 6pm; Boy’s at 7pm.

**Committee Reports:**

**Audience:** no report

**Faculty:** Mac Haran and Emily Merwin reported

- Everything is going well and we have new photo copiers.

**Finance:** Cheryl Peterson reported

- New reporting format – Statement of Financial Position and Statement of Activities
- Reviewed the DESE 2<sup>nd</sup> quarter tuition payment projections and trends over time
- Revenue projection for FY12 \$160,000 above budget.

**Student Report:** Kolin Perry

- High School planning Black Out Bullying for January 25<sup>th</sup> with activities school wide.

**Parents Association:** Lisa Harvey Mone reported

- Draft minutes from January
- 47% PA Annual Fund participation
- Check out PA section of the website

**Development Committee:** Lisa Harvey-Mone reported

- Events Committee met in December
- Strategic Development meeting next week

**Facilities:** David Whitemyer reported

- Not moving forward with the Level III and Level IV space due to cost.
- Looking at renovations/sound proofing of music room.
- Will be adding unisex restroom and flooring for school.
- Facilities committee to comment on rightsizing and anticipate questions

**Governance:** no report

- Chair has not heard back from DESE regarding bylaw changes.
- Discussing meeting structure changes.

**Personnel:** K. Shipps reported

- B. Gass and K. Shipps meet to discuss the upcoming changes to the Teacher Evaluation Tool. The Evaluation tool will be discussed with FASA.
- Discussion of retiree health benefit and FY14 salary schedule. Retiree health benefits starting to look at FY14 salary schedule.
- May look at a survey to get feedback in lieu of meeting which would include feedback on climate and culture.

**Announcement:**

D. Demaggio is working on advertising and sponsorship opportunities for the Auction to be held March 30<sup>th</sup> and the Golf Tournament in June. Contact Denise for more information and forms.

**MOTION**: D. Cerilli moved to adjourn the regular meeting. C. Peterson seconded, motion carried unanimously.

Meeting Adjourned at 8:41pm

Respectfully submitted: Pam Algera

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Approved by: Paul K. Carberry, Clerk