

SOUTH SHORE CHARTER PUBLIC SCHOOL

Board of Trustees Meeting

Minutes of the 221st meeting held November 17, 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: David Whitemyer (Vice Chair), Paul Carberry (Clerk), Brian Tyler (Treasurer), Lisa Harvey-Mone, Michael Maniscalco, Kolin Perry (Student), Cheryl Peterson, Jean Philogene, Richard White

In absentia: Jeffrey Seglin (Chair), Deb Cerilli, Bob Gass, Mac Haran (ex officio), Emily Merwin (ex officio), Michael Ryan, Christophe Teulet-Cote

Also in attendance:

Staff: Alicia Savage (Executive Director), Kristine Shipps (Business Manager)

Audience: Level III Staff: B. Anderson, B. Bruce, N. Connolly, J. Dandrow, D. Falkner, J. Johnson, C. Overlee

David Whitemyer (Vice Chair) called the meeting to order at 7:07pm.

MOTION: R. White to approve the minutes to the October 20, 2011 meeting. P. Carberry seconded, motion carried unanimously.

School & Academic Report

Level III Presentation: The Level III Staff introduced FIT (Focused Instructional Time) which is the newly adopted instructional time that is tailored to the individual needs of every student.

School Report: Alicia Savage, Executive Director reported

- Joanna McCarthy has been hired as the Director of Development. Ms. McCarthy will begin on December 15th and will attend the January Board of Trustees meeting. The search was extensive and done twice. Thank you to Paul Carberry and Lisa Harvey-Mone who participated in the whole process and to Jonathan Slater, Jeffrey Seglin, Jack Kelly, Jo, Loughnane, and Dick White who participated in interviewing the final two candidates. Ms. McCarthy comes to SSCPS with experience in a small institution and a successful record of grant writing.
- Grandparents and Friends Day – Over 150 visitors attended this year's event. High School students conducted tours and took photographs. Thank you to Denise Demaggio and Nancy Seglin for their assistance. Ten SSCPS students received the John and Abigail Adams Scholarship, free tuition to any Mass College or University and is awarded to students who have excelled on the Spring Grade 10 MCAS.

Recruitment and Retention

- The first of two Open Houses will be held on Saturday, November 19th for prospective families to learn more about SSCPS. Advertisements were placed in local newspapers.
- At the Massachusetts Charter School delegate conference the changes and new requirements in the charter school enrollment policies and guidelines were discussed. The SSCPS Recruitment and Retention Policy was reviewed.
- Current Student Enrollment: 537

Annual Fund: An initial solicitation letter was mailed to the SSCPS families October 17th. As of November 14th, \$2,500 has been received from 26 families.

Learning Services Report

MOTION: R. White to approve the proposed changes to the Student Handbook as presented by Learning Services in accordance with the CRP guidelines. P. Carberry seconded, motion carried unanimously.

Committee Reports:

Field Trip Ad Hoc Committee: D. Whitemyer, B. Gass, and J. Philogene

Field Trip Ad Hoc committee reviewed the following four proposed trips: Level IV PE Trip to Providence College; SSCPS Ski Club 6 week to Ragged Mountain, NH; 6th Grade Washington DC Trip; and the spring 2013 Europe trip for current 5th, 6th and 7th grade students.

MOTION: R. White moved to accept the recommendation of the Field Trip Ad Hoc committee and approve the four field trips as presented. B. Tyler seconded, motion carried unanimously.

Audience: no report

Faculty: no report

Finance: Brian Tyler reported

- Committee discussed the current financials – revenue and expenses. Tracking well. Projecting \$20,000 - \$30,000 over budget for the year.
- The Committee will be working on the Management Control points from the Audit report and addressing those items this year.

Rightsizing Ad Hoc Committee: no report

Student Report: Kolin Perry

- The High School Soccer team qualified for the playoffs and a pep rally was held with a lot of community support for the team.
- The Class of 2012 received its first collage acceptance.
- Spirit Week will be held the 1st week of December with the Annual Semi-Formal on December 9th.

Parents Association: Lisa Harvey Mone reported

- 1st newsletter was sent
- All is going well

Development Committee: Lisa Harvey Mone reported

- Development Committee will be meeting before the Board meeting.
- Annual Fund was launched and working on some surprises to increase participation. Off to a good start. Board of Trustees, SSCEF, PA officers will be asked to make a commitment by the end of the year to increase the momentum for other groups.
- Committee will be discussing realistic short term and long term goals for the Development Director.

Facilities: David Whitemyer

- Architect is working on the Level III and Level IV spaces.
- Next meeting Monday after Thanksgiving.
- Committee will update the Board at the December meeting.

Governance: Paul Carberry

Distributed proposed by law change which will be submitted to the DESE Charter School office before a vote of the Board of Trustees and the SSCPS community. The proposed by law change is as follows:

Election

The Board shall elect the officers of the Board from within the membership of the Board of Trustees. The election of the officers shall occur at the Annual Meeting.

Personnel: Dick White reported

- Nothing new to report.

MOTION: B. Tyler moved to adjourn the regular meeting. R. White seconded, motion carried unanimously.

Meeting Adjourned at 8:11 pm

Respectfully submitted: Pam Algera

Approved by: Paul K. Carberry, Clerk