

SOUTH SHORE CHARTER PUBLIC SCHOOL

Board of Trustees Meeting

Minutes of the 220th meeting held September 22, 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), David Whitemyer (Vice Chair), Brian Tyler (Treasurer), Deb Cerilli, Bob Gass, Mac Haran (ex officio), Lisa Harvey-Mone, Emily Merwin (ex officio), Cheryl Peterson, Michael Ryan, Christophe Teulet-Cote, Richard White

In absentia: Paul Carberry (Clerk), Michael Maniscalco, Kolin Perry (Student), Jean Philogene

Also in attendance:

Staff: Alicia Savage (Executive Director), Ted Hirsch (K-6 Principal), Kristine Shipps (Business Manager)

Audience: none

Jeffrey Seglin (Chair) called the meeting to order at 7:04 pm.

MOTION: B. Tyler to approve the minutes to the July 25, 2011 meeting. D. Cerilli seconded, motion carried unanimously.

School & Academic Report

School Report: Alicia Savage, Executive Director reported

- SSCPS opened August 30 with a new roof, Solartube daylights, skylights, etc. Teachers worked the previous week to get ready for the opening of school. Thank you to the Facilities Committee and, especially, Mark Flanagan for all the hard work and for having the building ready for school opening...
- On September 14th we received final approval from the Town of Norwell for renovations to the PE/Art space.
- Faculty will continue to be using data analysis to reach all students.
- Professional Development collaboration with Lesley University has begun with a 3 credit course addressing teaching strategies in an inclusive classroom.
- Reviewed the profiles of the eleven new faculty members.
- Current enrollment as of 9/16/11 is 538.
- MCAS results were released publically on 9/20. Reviewed the results and the AYP data.

MOTION: B. Gass moved to congratulate the SSCPS faculty on the successful MCAS results and AYP data. C. Teulet-Cote seconded, motion carried unanimously.

Principals' Reports:

K-6 Principal - Ted Hirsch

- Nice beginning of year; attendance has been good;
- Reviewed the Growth Rate scores which are very positive.

7-12 Principal – Emily Merwin (Acting 7-12 Principal)

- Afterschool program is beginning. Charlene Evans has been hired to coordinate program. There were 29 High School student applicants for the student tutoring positions.

Committee Reports:

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

- Reviewed two requests: Senior Class overnight field trip to Camp Burgess and an April vacation trip to Barcelona and Paris for grades 6, 7, and 8. The committee recommends approval of both trips.

MOTION: D. Whitemyer to approve both trips as recommended by the Field Trip Ad Hoc Committee. C. Teulet-Cote seconded, motion carried unanimously.

Audience: no report

Faculty: Emily Merwin and Mac Haran

- Accept the Boards congratulations on the MCAS results.
- Professional Development with Lesley University has started.
- School year is off to a good start.

Finance: Brian Tyler reported

- Alexander Aronson Finning Auditors will be at the October meeting.
- Draft audit findings were distributed to the Board. Any questions should be directed to B. Tyler or K. Shipp.
- Reviewed the Financial Statements with balance sheets, profit and loss, and cash flow.
- Operating revenue similar each year; revenues are normalizing expenses salaries have changed with 3 year agreement to compete and additional positions were added to the educational program
- Management discussion to be reviewed by board.
- An updated response will be presented at next months meeting.

Rightsizing Ad Hoc Committee: Cheryl Peterson reported

- Members (C. Peterson, D. Whitemyer, and A. Savage) met to begin discussions
- Topics discussed included current facilities, increasing enrollment, importance of staying K-12 under one roof, high school population of 50-60 per grade; K-8 population of 44 per grade with total enrollment of 600-640; retention and recruiting of students and staff; additional staffing; additional specialist; gym space.
- Additional information is needed to continue discussions for future – what square foot of building would accommodate additional students, staff, and programming.

Student Report: no report

Parents Association: Lisa Harvey Mone reported

- First meeting was held in early September with 60 people attendance
- Working on Annual Fund
-

Development Committee: Lisa Harvey Mone reported

- First meeting will be held 9/23/11.
- Where is development going?

Facilities: David Whitemyer

- Refer to notes
- Meeting with Habeeb & Associates to develop and design plan for Great Rooms Level III and IV and Master Plan for school. Approval of \$5,000 to get started.

Governance: no report

Personnel: Bob Gass

- Committee has not meet as of yet. Agenda items to be included at the next meeting will be to establish goals for the year and continue work on outstanding items from last year.
- Evaluation of the Executive Director – A summary of the findings and comments were included in the Board packet. The evaluation received a 4 plus rating. Goals for this year are from the to do list. For next evaluation, committee will be looking at a new process.

MOTION D. White to accept the evaluation as presented and the Board Chair read a cover letter (see below) to be included in the evaluation file. D. Whitemyer seconded, motion carried unanimously.



SOUTH SHORE CHARTER PUBLIC SCHOOL

Inspiring every student to excel in academics, service, and life

Alicia E. Savage
Executive Director

Ted Hirsch
Principal K-6

Angie Pepin
Principal 7-12

Kristine Shipps
Business Manager

Matthew Tondorf
Director Learning Services

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Board of Trustees
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Vice Chair

Brian Tyler
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Paul Carberry
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Debbie Cerilli

Bob Gass

Mac Haran
Faculty Representative

Lisa Harvey-Mone
Parents Association

Michael Maniscalco

Emily Merwin
Faculty Representative

Kolin Perry
Student Representative

Cheryl Peterson

Jean Philogene

Michael Ryan

Christophe Teulet-Cote

Richard White

September 22, 2011

Ms. Alicia Savage
Executive Director
South Shore Charter Public School
100 Longwater Circle
Norwood, Massachusetts 02061

Dear Alicia:

Based on the aggregation of the information in the evaluations we received from members of the South Shore Charter Public School (SSCPS) board of trustees, it is clear that your first year as executive director of SSCPS has been a positive and successful one.

The composite scores in each of the categories evaluated are strong as are the majority of the qualitative comments provided by board members. What's also clear is that you've already begun to address many of the issues raised in the evaluations and identified by you and board members as goals for the coming year.

What can't be seen in either the aggregated information or in the individual evaluations from board members is how successful you've been in this past year in beginning to identify how to make the education of our students at SSCPS even stronger. We are pleased at the progression of your leadership at the school, which is clearly reflected in many of the evaluations written by board members who represent various parts of the SSCPS community. In as complex an institution as SSCPS, we recognize how challenging such a feat can be.

As we move forward into the coming year, we look forward to continuing to work with you on the goals that you and others have identified for the coming year.

Congratulations on the good work you've done over this past year.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeffrey Seglin". Below the signature is a large, stylized flourish or scribble.

Jeffrey Seglin
Chair, Board of Trustees

MOTION: B. Gass moved to adjourn the regular meeting. C. Teulet-Cote seconded, motion carried unanimously.

Meeting Adjourned at 8:23 pm

Respectfully submitted: Pam Alger

Approved by: Paul K. Carberry, Clerk