

SOUTH SHORE CHARTER PUBLIC SCHOOL

Board of Trustees Meeting

Minutes of the 236th meeting held June 20, 2013 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), Chad Bruce, Maureen Hebert, Lisa Harvey Mone, Cheryl Peterson, Christophe Teulet-Cote, Richard White

In absentia: Paul Carberry (Clerk), Brian Tyler (Treasurer), Deb Cerilli, Mac Haran, Jackie Liebergott, Michael Maniscalco, Emily Merwin

Also in attendance:

Staff: Alicia Savage (Executive Director), Ted Hirsch (K-6 Principal), Angie Pepin (7-12 Principal), Kristine Shipp (Business Manager), Matt Tondorf (Director of Learning Services), Joanna McCarthy (Director of Development), Denise Demaggio (Events Associate)

Audience: Gema Gray, Kerry Griffin, Jonathan Slater, Deb Callahan, Dan Falkner, Nancy Seglin, Michael Weigensberg

Jeffrey Seglin (Chair) called the meeting to order at 7:36pm

Chair introduced the new members of the Board with terms beginning July 1, 2013. SSCPS Faculty Representatives: Dan Falkner and Joe Kay; Board Members: Deborah Callahan, Nancy Seglin, and Michael Weigensberg. Also returning for one year terms is: Chad Bruce, Student Representative and Lisa Harvey-Mone, Parents Association Representative.

Chair announced the receipt of the resignation of Deborah Cerilli effective immediately. The resignation letter was read aloud by the Board Chair.

Board Business

MOTION: D. Whitemyer approved moved to approve the minutes to the May 17, 2013 meeting. L. Harvey-Mone seconded, motion carried unanimously.

Refinance of Mortgage: The Finance Committee and the Administration has been working with Boston Private Bank and Trust Company to refinance the existing mortgage to lower the interest rate and save substantial money.

MOTION: R White moved to approve the recommendation of Finance Committee to adopt the resolution as presented and the terms contained therein. This Motion is conditional on the Finance Committee signing off on the interest rate at the time of closing and adding Christophe Teulet-Cote as a fourth signature. C. Peterson seconded, motion carried unanimously.

School & Academic Report

School Report: Alicia Savage, Executive Director reported

- Graduation ceremony was held on June 1, 2013. Five students from the Class of 2013 spoke and there were six students awarded scholarships. Reviewed the list of college acceptances.
- SSCPS has been working with data from student performance on the PSAT's and SAT's as well as AP coursework. The DESE has this data as part of the District Profiles on their website. The draft Strategic Plan has included a goal regarding student success in college-level courses and AP course participation.
- Enrollment stayed the same.
- The Executive Director Goals Progress Report was included in the June report.

Strategic Plan Ad Hoc Committee – Jonathan Slater reported

- Reviewed the final draft and the findings of the ad hoc committee
- Core Value Statement from the Faculty/Staff to be developed and brought to the committee.
- Timeline of implementation to be added.

MOTION: M Hebert moved to accept to draft Strategic Plan with the intention of adding a Core Value Statement and The Way Forward section. D. Whitemyer seconded, motion carried unanimously.

Principal's Report: Angie Pepin and Ted Hirsch reported

School Council worked on the Student Handbook with no policy changes however the changes are for clarification. School Council also worked on the FY14 School Improvement Plan and added the Executive Director to Monitoring of each section.

MOTION: C Peterson to approve the amendments to the Student Handbook as presented. R. White seconded, motion carried unanimously.

MOTION: C. Peterson to approve the FY14 School Improvement Plan as presented. R. White seconded, motion carried unanimously.

Audience: no comment

Committee Reports:

Faculty: No report

Finance: Cheryl Peterson reported

- The committee met and discussed the refinance of the mortgage.
- Reviewed the projections on the current cash financials. Adjustments are expected at year end. Looking to break even.

Student Report: Chad Bruce

- Today was the last day of school for the summer.

Parents Association: Lisa Harvey Mone reported

- Reviewed the work accomplished by the Parents Association during the school year.

Development Committee: Joanna McCarthy reported

- Development and facilities met jointly.
- Annual Fund receipts are \$53,004 or 117% of goal and an increase of 31% over last year
- Revenue from the events dipped this year with \$34,300 raised versus \$49,964 last year.
- The Development Office is in the process of surveying the SSCPS community regarding events for next year.
- Work continuing on outreach in Assinippi Park, Derby Shops, with the SSCPS Alumni.
- Summer work includes training on the Etapestry database.

Facilities: David Whitemyer

- Committee met this evening and discussed renovations to include additional classrooms at the High School. Received sub-bids for the electric and HVAC. Final constructions bids are due next week.
- The Director of Facilities has received quotes for a new boiler. Cost is less than anticipated. Confirming numbers before moving forward.

Governance: Maureen Hebert

- Nothing new to report

Personnel: Richard White reported

- Evaluation of Exec Director was discussed. Board received the Evaluation Rubric, Evaluation Tool, and the goals as prepared by the Executive Director.
- Process: Board members who served during the 2012-2013 school year should complete the form. Completed document should be send to David Whitemyer prior to the Board Retreat. D. Whitemyer will compile the data for the final evaluation report to be completed by the September 2013 Board meeting.
- The materials will be sent as a reminder to Board members prior to the July meeting.

Board Business: David Whitemyer

- Reviewed the Board of Trustees draft calendar for school year 2013-2014.
- Discussed the date of the July Board Retreat and July 31, 2013 was chosen
- Board members asked to review Committee assignments.

Board thanked and recognized Paul Carberry and Michael Maniscalco for their years of service to SSCPS. Also thanked was Jeffrey Seglin for his many years of service to the Board and to the school. J. Seglin thanked the students for the recognition of his service at graduation.

MOTION: L. Harvey-Mone moved to adjourn the regular meeting C. Teulet-Cote seconded, motion carried unanimously.

Meeting Adjourned at 8:59pm

Respectfully submitted: Pam Algera

Approved by: Paul K. Carberry, Clerk