

SOUTH SHORE CHARTER PUBLIC SCHOOL

Board of Trustees Meeting

Minutes of the 230th meeting held October 18, 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), Brian Tyler (Treasurer), Chad Bruce (Student), Paul Carberry (Clerk), Deb Cerilli, Mac Haran (ex officio), Lisa Harvey-Mone, Maureen Hebert, Jackie Liebergott, Emily Merwin (ex officio), Cheryl Peterson, Richard White

In absentia: Michael Maniscalco, Jean Philogene (resigned 10/18/12), Christophe Teulet-Cote

Also in attendance:

Staff: Alicia Savage (Executive Director), Kristine Shipps (Business Manager), Matthew Tondorf (Director Learning Services), Joanna McCarthy (Director of Development)

Audience: John Buckley and Charlie Webb from Alexander Aronson Finning

Jeffrey Seglin (Chair) called the meeting to order at 7:27 pm.

Board Business

Board Chair announced the resignation of Board Member Jean Philogene. Board thanked Mr. Philogene for his service.

MOTION: D. Whitemyer moved to approve the minutes to the September 20, 2012 meeting. J. Liebergott seconded, motion carried unanimously.

School & Academic Report

School Report: Alicia Savage, Executive Director reported

- Reviewed the report submitted to the board
- Professional Development on the Educator Evaluation Model System continues. The Faculty is setting goals, writing plans, and working on curriculum. Classroom observations by Administrators are ongoing and collaborative. Alicia thanked the administration and teachers for all the hard work.
- Race to the Top – a brief description of this initiative was reviewed.
- SSCPS received notification that the Commissioner of Education is recommending the charter amendment request to the Board of Education. The meeting will be held on Tuesday, October 23rd.
- Enrollment is at cap 540

Learning Services Report: Matthew Tondorf

- Coordinated Program Review for SPED and Civil Rights have been completed. This year SSCPS is working on the Corrective Action Plan on the English Language Learners Program. Currently nine areas have been implemented and we are still working on one area. Forms and documentation will be submitted to the DESE. areas

Committee Reports:

Audience: no audience

Faculty: Emily Merwin and Mac Haran

- Faculty representatives reviewed the written report.

Finance: Brian Tyler reported

- Committee Chair introduced John Buckley and Charlie Webb, representing auditing firm Alexander Aronson Finning. The Finance Committee reviewed the audit documents in detail at the Finance meeting prior to the Board meeting. The audit documents were briefly summarized for the Board.
- Overall a clean report and with no issues. The process went smoothly.
- Management letter, Auditor's Report, and the Internal Controls documents were reviewed.
- Recommendations from prior year report were addressed during the year.
- School and Foundation go hand in hand - one does not operate without the other.

MOTION: B. Tyler moved to approve audit report as presented. L. Harvey-Mone seconded, motion carried unanimously

Student Report: Chad Bruce report

- Student representative participated in the Eastern Championship surfing competition. Placed 5th in one event.
- Soccer Update: First season for High School Girls and separate Boys teams. Boy's team in the hunt for playoffs. Athletic teams are looking at organizing a "can drive" to raise money for uniforms.
- Debate Team has begun.
- Cross Country Team is competing and placing well.
- The PSATs were administered for grades 10 and 11.
- Increased interest by students for AP classes.
- Student Board has received a request for monthly High School Town Meeting.

Parents Association: Lisa Harvey Mone reported

- Attendance has increased at Parents Association meeting...
- Events are being planned

Development Committee: Joanna McCarthy reported

- Reviewed the ongoing work from the Development Office.
- Annual Fund donations currently over \$5,000
- Foot the Floor \$2,500 – received \$1,000 this week.

Facilities: David Whitemyer

- Nothing new to report

Governance: Paul Carberry

- Committee has spent the last couple of months working on bylaws. Thank you to M. Hebert, E. Merwin, and A. Savage.
- Working on making the document more concise, clear, and consistent. Will include, for example, consistent descriptions of committee composition.
- A draft will be presented to the Board in December for discussion, and then to vote. Goal is to submit to DESE by the end of the school year.
- Nominating Sub Committee: Currently three vacancies. Committee may recommend nominations in December

Personnel: Richard White and Jeffrey Seglin reported

Executive Director Evaluation: The committee used the DESE's Superintendent Model Evaluation forms. Board members submitted feedback to Board Chair who compiled the data. Board Chair presented the overall evaluation and recommendation of the committee. Alicia Savage thanked J. Seglin, D. White, and the Board for their time with the Evaluation process.

MOTION: D. White moved to accept the evaluation as presented and approve the contractual pay increase. Motion carried, unanimously.

MOTION: D. White moved to direct the Board Chair to notify the Executive Director the desire to extend the contract. J. Liebergott seconded, motion carried unanimously.

MOTION: L. Harvey-Mone moved to adjourn the regular meeting. B. Tyler seconded, motion carried unanimously.

Meeting Adjourned at 8:39pm

Respectfully submitted: Pam Algera

Approved by: Paul K. Carberry, Clerk