

# SOUTH SHORE CHARTER PUBLIC SCHOOL

## Board of Trustees Meeting

Minutes of the 238th meeting held September 19, 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:** David Whitemyer (Chair), Maureen Hebert (Clerk), Lisa Harvey Mone, Jackie Liebergott, Cheryl Peterson, Deborah Callahan, Daniel Falkner, Nancy Seglin

**In absentia:** Chad Bruce, Joe Kay, Brian Tyler (Treasurer), Christophe Teulet-Cote, Michael Weigensberg, Richard White

### **Also in attendance:**

**Staff:** Alicia Savage (Executive Director), Kristine Shipps (Business Manager), Matt Tondorf (Director of Learning Services), Denise Demaggio (Events Associate)

**Audience:** Gema Gray, Kerry Griffin, Iris Mahagan

David Whitemyer (Chair) called the meeting to order at 7:33pm

### **Board Business**

**MOTION:** J. Liebergott moved to approve the minutes to the July 31, 2013 meeting. M. Hebert seconded, motion carried unanimously.

### **School & Academic Report**

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

- The opening of the School year was very smooth with very little faculty/staff turnover. New High School space is working well and students are very positive. The High School faculty remains the same with the addition of a History position which has been filled by Joe Kay from Level IV.
- The Outdoor classroom is well under way. Thank you to parent volunteer Steve Watchorn, the graduate students from the Kennedy School, and faculty volunteers.
- FY14 Professional Development – SSCPS is one of the districts in the South Shore Collaborative, a consortium of local districts, which was awarded a grant to work with SMART PD. This software tracks faculty PD participation. SMART PD training has begun and will continue during the year. . Positive feedback from faculty.
- Student enrollment is 564 as of this date.
- MCAS results are still embargoed. Anticipate a report at the October meeting.

### **Strategic Plan – Alicia Savage**

- Reviewed the document including the assignments and timelines.

### **Learning Services:** Matt Tondorf reported

- Reviewed the SPED and 504 Policy and Procedures Manual

**Audience:** no comment

### **Committee Reports:**

**Faculty:** Dan Falkner

- No report

**Finance:** Kristine Shipps reported

- FY14 tuition projections with Randolph as the top sending district. Current projections are positive.
- Reviewed statement of activities.
- Auditors finished up today full report in October to Finance Committee and then to full Board.

**Student Report:** Chad Bruce no report

**Parents Association:** Lisa Harvey-Mone reported

- PA has been busy all summer planning
- New student playgroup was held over the summer. Kindergarten teachers attended.
- At the September PA meeting about 70 people attended. Received over 100 volunteer surveys.
- The PA newsletter was distributed which includes contact information and invitation to the picnic.

**Development Committee:** Jackie Liebergott

- Joanna McCarthy resigned. Starting the new year without a Development Director. Many people have stepped up to help in the interim. Committee had robust discussion as to the next steps and how, when, why to replace position. A formal recommendation on the process to rehire will be presented at the October meeting.
- The first fundraising event is the October 19<sup>th</sup> Harvest Run. D. Demaggio has been working on the event and has 9 sponsors (6 of which are new this year) so far. Marathon Sports is including the run in their materials. Registrations for the event are coming in.
- The Annual Fund launch mailing will be sent tomorrow.
- Maureen Hebert has volunteered to chair the Pathways Project for the outdoor space. First meeting to be held in October.

**Facilities:** David Whitemyer

- New classrooms/office space just about complete. Blinds to be installed.
- Work on the head pump continues and installation of boiler is about completed.

**Governance:** Maureen Hebert

- Nothing new to report
- Looking for Board members with backgrounds in Finance, IT experience, Educational leadership. Pass on names to Maureen to start interview process.

**Personnel:** Richard White reported

- Committee meeting to be scheduled.
- Tonight is deadline for feedback on the Executive Director Evaluation. D. Whitemyer will compile data and present document for vote at the October meeting.

**MOTION:** L. Harvey-Mone moved to adjourn the regular meeting. J. Liebergott seconded, motion carried unanimously.

Meeting Adjourned at 8:42pm

Respectfully submitted: Pam Algera

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Approved by: Maureen Hebert, Clerk