

SOUTH SHORE CHARTER PUBLIC SCHOOL

Board of Trustees Meeting

Minutes of the meeting held December 13, 2018 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), William Smyth (Vice Chair), Edwin Rivera (Treasurer), Nancy Seglin (Clerk), Leslie Alden,, Katie Cianelli, Peter Farrell, Dan Falkner, Bethanie Glass, Prue Goodale, Emily Merwin, Kathleen Trask, David Whitemyer

In absentia: Heidi Aylward, Nora Jordan, Molly Sullivan, Vincent Walsh,

Also in attendance:

Staff: Alicia Savage (Executive Director), Kristine Bingham (Director of Finance), Matthew Tondorf (Director of Learning Services)

Audience: Derek Powers, Ken Poudrier, Kiki Fleur

J. Seglin (Chair) called the meeting to order at 7:32pm

MOTION: P. Farrell moved to approve the minutes from the October 10, 2018 meeting. L. Alden seconded. Motion carried unanimously.

School & Academic Report

State of the School Report: Alicia Savage, Executive Director reported

- Reviewed the shifting student population demographics and defined the High Needs designation which includes: 1st Language not English, English Language Learner, Students with Disabilities, and Economically Disadvantaged. Compared the last three years and there has been a significant uptick from FY15. Administration is looking at this increase and asking what does it mean for the school and programming?
- Thank you to the Parents Association who funded generous grant so that every Level IV student could have a copy of the novel *Ghost*
- Enrollment Open House held on November 17. There were over 150 visitors at both locations
- Current Enrollment: 952

MOTION: P. Farrell moved to accept the Medial Response Plan as presented and to include NARCAN process. D. Whitemyer seconded. Motion carried unanimously

Field Trip Ad Hoc: David Whitemyer

The Ad Hoc Committee reviewed the proposed High School trip to Philadelphia and the Six Week Ski Club to New Hampshire and recommends approval of both trips. The Philadelphia trip aligns with the curriculum and there will be fundraising opportunities.

MOTION: D. Whitemyer moved to approve both the trip to Philadelphia and the 6-week Ski Club N. Seglin seconded. Motion carried unanimously

Student Report: No Report

- Students participated in two wonderful concerts

Facilities Committee: No Report

Board Business: Reminder for all Board members to use the SSCPS email that has been made available.

Faculty Report: E. Merwin reported

- At the November FASA meeting concerns with safety and safety trainings in both building were raised
- Discussion to reinstate the Climate and Culture Committee. Redefine charter culture
- Great new collaboration between High School mentors and 6th graders working on science EOM's
- High School cell phone policy is begin reviewed by committee
- Vaping at the High School has become an issue. Researching ways to address issue
- Parents Association hosted lunch and it was very much appreciated by the entire Faculty/Staff

Finance Committee: E. Rivera reported

- Committee reviewed the final end of year DESE report and recommends Board approval
- Reviewed FY19 current financials. Year-to-date shortfall due to lower than anticipated enrollment tuition and the expenses associated with expansion and increased rent with the increase of space
- Updated tuition numbers are expected by the end of the month

MOTION: P. Farrell to approve the FY18 DESE End of Year Financial Report. B. Smyth seconded. Motion carried unanimously.

MOTION: P Goodale to approve the financial report as presented, D. Falkner seconded. Motion carried unanimously.

Parents Association: K. Poudrier reported in H. Aylward's absence

- Despite the awful weather the Arts and Craft Fair which was held in November was a good success and raised \$657; up from last year
- The community is saddened by the loss in the Cook family
- The PA hosted a luncheon for the Faculty and Staff
- The grade and level reps are happy to have their email distribution lists

Development Committee: L. Alden reported

- FY19 Goal of \$75,000
- Annual Fund is currently at \$19,200
- Received a stem grant of \$2,500 from General Dynamics
- Giving Tuesday 2,400 Harvest Run \$6,620; \$657 vendor fair; ongoing apparel sales
- Planning Phoneathon on February 6 and February 7
- 23rd Auction and Comedy Show in Rockland on March 29; online bidding will be available There will be limited student work with emphasis on community building and school identity
- Looking signage at 100 and for vans
- Teacher feature in the update; Faculty/Staff community service day
- Development Office is welcomes any leads from the community

Governance: P. Goodale reported

- At the November Governance meeting the committee discussed Board recruitment. Looking into an online application for candidates to complete once nominated.
- Candidate nominations are due January 31, 2019. Committee will meet in February to review candidates
- Committee will put together survey for Board to review effectiveness
- Proposed slate of officers for FY20: E. Rivera (Chair), B. Smyth (Vice Chair), P Goodale (Clerk), V. Walsh (Treasurer)
- Committee has discussed requiring Board member to be CORI'd. School will look into the legality with the state

Personnel: N. Seglin reported

- Committee to meet in January to discuss Executive Director salary review

Strategic Plan Committee: Dan Falkner reported

- Next meeting will be held January 8, 2019 at 8am
- Soliciting information from members of the community i.e. library; technology; etc.
- Report out to the school community by end of January
- Will reach out to new Director of Facilities
- Present to PA Association for discussion and feedback

MOTION: E. Rivera moved to adjourn the regular meeting. L. Alden seconded, motion carried unanimously.

Meeting Adjourned 8:48pm

Respectfully submitted:
Pam Algera

Approved by: Nancy Seglin, Clerk