

SOUTH SHORE CHARTER PUBLIC SCHOOL

Board of Trustees Meeting

Minutes of the meeting held October 11, 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), Leslie Alden, Heidi Aylward, Katie Cianelli, Peter Farrell, Dan Falkner, Prue Goodale, Emily Merwin, Kathleen Trask, Vincent Walsh, Molly Sullivan (pending DESE approval), Nora Jordan (pending DESE approval)

In absentia: Bethanie Glass, Edwin Rivera (Treasurer), Nancy Seglin (Clerk), David Whitemyer,

Also in attendance:

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

Audience: Kendra Polefka, Derek Powers, Ken Poudrier

J. Seglin (Chair) called the meeting to order at 7:31pm

MOTION: B. Smyth moved to approve the minutes from the September 13 2018 meeting. H. Aylward seconded. Motion carried unanimously.

Finance: K Bingham reported

- Nicole Reilly and Charlie Webb from Alexander Aronson Finning CPA's presented the FY18 Audit report
- Reviewed the materials and the audit process which went very smoothly. Administration responded to all requests
- Very positive year. Met key financial ratios. Reserve for future capital needs
- One finding reported by Administration – MTRS payment two months late non-compliance due to payroll company who has since been replaced
- Reviewed key financial ratios benchmark compared to like schools. 5.24 months reserve
- Board thanked K. Bingham for her work on the audit

MOTION: P. Farrell to accept the audit as presented. V. Walsh seconded. Motion carried unanimously.

School & Academic Report

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

- Congratulations to the members of the senior class and Faculty Emily Merwin and Marianne Buckley Curran who were honored by Game Change at Gillette stadium. This was a terrific day for our students and for the school. Game Change is a partnership between the attorneys general's office and the Kraft Foundation focusing on domestic violence and appropriate relationships. Our students were the best presenters. The school has applied for funding to continue the program
- The school received a generous donation from Kindness Matters in the name of Christopher Leonard
- Welcomed Derek Powers, Level I teacher, who was in attendance and observing governance as part of the University of the Cumberland's PhD in Leadership program

Student Achievement:

- The DESE released the statewide accountability data and scores. The MCAS 10th grade legacy paper test and the 2nd year of the Next Generation computer test. This year 10th grade will take a computer test but score will stay the same.
- Math still a struggle statewide
- Reviewed the two-year comparison. Not held accountable for 4 years
- School is looking at the curriculum to modify teaching based on trends and sub groups are considered. How does the school address these groups. High needs indicator curriculum and methodology has increased from 32 to 44 % where are these students growth plan. Instructional leadership team in place looking at these areas of weakness.
- The assessment gap from the 10th grade test and PSAT's is closer aligned. School focused on college board
- All data is available on the DESE website under school profiles

Enrollment Update

- As discussed at the September meeting the Board reviewed the list of reasons for withdrawals
- Working on accepting new students. Will be short of 980 but will be close to 960. Offers are outstanding.
- Budgeted 965; tuition will be done if lower enrollment
- Plan to accept more at Lottery now that we have additional space
- High School parents have concerns of students struggling socially with expansion. Plan to add more team building activities to help introduce new students to the culture

Medical Response Plan

- Briefly discussed the proposed SSCPS Medical Response Plan. Vote will be taken at the December meeting

Student Report: M Sullivan reported

- Game Change Summit
- Senior overnight team building was a great time. Groups were random so students were able to get to know each other
- New space at the High School is now available for use. Students feel it makes the High school feel much bigger. Students will need to get used to no bathroom access in the new space
- Juniors took the PSAT's this week while the Senior class had a college prep day

NOTE: A suggestion that the December Board meeting be held at 700 Longwater Drive to see new space

Facilities Committee: No Report

Faculty Report: E. Merwin reported

- Curriculum Coordinators and teaching is going smoother
- FASA meeting was held and a unanimous decision to keep Sunshine Fund
- Next FASA meeting would like to have a better turnout

Parents Association: H. Aylward reported

- At the last meeting the PA voted members onto School Council. Move volunteers to come
- The PA is formulating a committee to look at afterschool programming lead by parent volunteers. This committee will look at all the parameters needed to establish a program working with the school and then present to School Council
- The Communication and Technology Committee is almost ready to launch the PA website. This site will be linked from the school's
- Community Building is holding a Craft/Makers Fair on November 3, 2018. Information and registration will be available soon

- The next PA meeting will be held October 24 at 8:30am in the Music Room. The PA is experimenting with different times/locations to hold meetings to see what works best for attendance
- The Volunteer Committee has been working on logging hours

Development Committee: L. Alden reported

- Harvest Run this Saturday. The HS Graphic Design Workshop created the T-Shirt for this year's event. There are 275 registered; many volunteers signed up, and the event has raised \$6,000 to date
- The Annual Fund has raised \$3,500. Goal of 100% participation from members of the Board, Foundation, and PA Officers. Board 11 of 15 members; PA 6 of 17 members. Looking for 100% by October 24, 2018
- Working on a community service day for the Faculty/Staff. Tentatively March 6 at Cradles to Crayons
- Funds raised through the Annual Fund will be used to research marketing materials
- Received generous donation from Kindness Matters in the name of Christopher Leonard

Governance: P. Goodale reported

- Each Board member is asked to submit a 3 to 4 sentence bio to P. Goodale by October 31. The bios will be uploaded to the website as well as the group photo taken last month. Looking into having individual photos taken as well.
- In an effort for the Board to be transparent and visible to the community, the committee is recommending that one member represent the Board at each Parent Association meeting. B. Smyth agreed to attend October 24, 2018 at 8:30am. P. Goodale will attend the November 3, 2018 meeting at 8:00am.
- On the committees to do list: Prepare an updated Board job description by the December meeting. Look at the experience of the current Board to determine skills and qualities needed as the Board recruits new members. Looking at strategies for recruitment.
- Committee will be meeting in November, date to be determined.

Personnel: No report

MOTION: V. Walsh moved to adjourn the regular meeting. P. Farrell seconded, motion carried unanimously.

Meeting Adjourned 8:53pm

Respectfully submitted:
Pam Algera

Approved by: Nancy Seglin, Clerk