

SOUTH SHORE CHARTER PUBLIC SCHOOL

Board of Trustees Meeting

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

In absentia: Nancy Seglin (Clerk), Bethanie Glass, Nora Jordan (pending DESE approval)

Also in attendance:

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

Audience: Delaney Alden, Kendra Polefka

J. Seglin (Chair) called the meeting to order at 7:41

MOTION: B. Smyth moved to approve the minutes from the July 12, 2018 meeting. D Whitemyer seconded. Motion carried unanimously.

School & Academic Report

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

- The opening of the school year was on August 28 with the Kindergarten class coming in a day earlier. The school welcomed 937 new and returning students
- Each year we welcome new faculty, new students, and increasing academic opportunities. We welcomed four new Curriculum Coordinators and twenty-three new faculty members and four new staff members. Hiring began in the spring and continued throughout the summer
- The faculty returned one week prior to school opening. Professional Development began on August 23 and 24. Work on Restorative Justice began and will continue throughout the year
- Another significant summer endeavor was the renovation work at 100 Longwater Circle. Four new classrooms for Level II and renovations on three other classrooms are now complete. Six administrative offices have moved to the new space 700 Longwater Drive. Renovations will continue at 700 as the space is brought to code so that the space may be used for classroom. Thank you to the faculty for their patience and especially to Marianne Buckley Curran for her flexibility in moving the art room on such short notice. Thank you to the Board for the support as the school continues to grow
- On the first day of school the Charter School office released proposed revisions to the Charter School Performance Criteria regarding racial equity. The proposal will be shared with the faculty through professional development and we should expect measures in the next site visit.
- The school will continue to provide SAT prep in-house with training our teachers to reach our student population
- Student Enrollment – Reviewed the summer withdraws and reason for withdrawals which include transportation, sports, full inclusion model, vocational settings, and private settings. Board would like to review the enrollment data including breakdown of reasons for students choosing to withdraw.

Student Report: M Sullivan

- School year started with new students acclimating well
- Senior retreat and Freshman team building trips coming up
- Athletics have begun with soccer, volleyball, and track
- Students are looking forward to the new space

Finance: E. Rivera reported

- Summer renovations and construction has had an impact on the budget. Construction very expensive with a loss of \$309,000 which will be offset from reserves
- Additional space at 700 plus renovations also impacts budget
- Enrollment up to 965 will help offset the expenses
- As enrollment goes up and state numbers come in these should offset some of the loss
- These events are an investment into the future

MOTION: E. Rivera to approve the financials as presented. B. Smyth seconded. Motion carried unanimously.

Faculty Report: K. Cianelli

- K-8 has had a bumpy start to the year without level coordinators but people are working on figuring out their roles
- New space at the high school looks wonderful. Space is a bit tight because students aren't allowed in the space yet which means every available space in the high school is being used
- Curriculum Coordinators are all off to a great start. Each of them teach one high school class so that they can work on a top-down model approach to the curriculum

Parents Association: H. Aylward reported

- First PA meeting of the year will be held on September 25
- Meetings have been scheduled through November with meeting times and locations to be determined. Looking at scheduling meetings offsite and in the communities closer to our family population
- Annual PA Back to School Picnic is scheduled for this Saturday
- Artist and Makers Fair is scheduled for November 3
- PA is taking over the organization of the Brockton Rox year-end event; the Faculty/Staff Luncheons, and logging in the volunteer hours
- Discussion regarding whether to release the comment sections of the FY18 Parent Survey results. The PA felt that the comment section has not been published in the past and the assumption from the parents completing the survey may have made comments based on that assumption. If the whole survey with comments is to be publicly shared then going forward that would need to be specified

MOTION: H. Aylward moved to withhold parent survey comments from reporting or distribution for two reasons. First, while the survey does not explicitly state the comments will or will not be shared, I feel strongly that confidentiality is assumed by parents. That assumption allows for parents to write openly and in a way that they may, or could, be identified. Second, parent survey comments have not been shared or reported in the recent past. Doing so now breaks that precedent, and could result in lack of trust from parents...now and on future surveys. D. Whitemyer seconded. Motion carried unanimously.

Development Committee: L. Alden reported

- The Development Committee has established a goal of \$75,000 for fundraising
- Time is being spent on community events and community participation
- Development materials will be published with multi-language communication
- Outreach from the Pod/Grade level

- Clarification of the role of the Development Office. Fundraising for the school, events, building use forms and permits should be through the Development Office
- The committee is looking for 100% Annual Fund participation from the Board and the PA Officials for the fiscal year FY19 that runs July 1, 2018-June 30, 2019
- The committee would like the Board to share leads for sponsorships and donations
- Planning events such as the picnic, Harvest Run, Giving Tuesday, Phonathon, Auction/Comedy Night March 29, new apparel line

Governance: P. Goodale reported

- Congratulations to Bill Smyth and Alicia Savage for the DESE approval of the By Laws
- At the next meeting the committee will discuss job descriptions for Board members
- Committee requests each member submit a 3 to 4 sentence bio with a picture for the SSCPS website. These bios will help the committee to conduct a needs assessment for recruiting new members since several members terms end at the end of this school year.

Personnel: No report

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

Meeting Adjourned at 8:57pm

Respectfully submitted:
Pam Algera

Approved by: Nancy Seglin, Clerk