

# SOUTH SHORE CHARTER PUBLIC SCHOOL

Board of Trustees Meeting

July 16, 2020 Retreat

Meeting held via Zoom

<https://us04web.zoom.us/j/74367157110?pwd=YnFBVFZlSS9SWnR6L0xjbWVaYUI1Zz09>

Meeting ID: 743 6715 7110

Password: 1n2Shp

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:** Edwin Rivera (Chair), William Smyth (Vice Chair), Vincent Walsh (Treasurer), Prue Goodale (Clerk), Leslie Alden, Heidi Aylward, Katie Cianelli, Kiki Fluhr, Natacha Julien, Ken Poudrier, Jody Regan, Honora Sullivan, Kathleen Trask

**In absentia:** Peter Farrell

## **Also in attendance:**

**Staff:** Alicia Savage (Executive Director), Kristine Bingham (Director of Finance), Angie Pepin (K-12 Principal), Matthew Tondorf (Director of Learning Services)

**Audience:** Derek Powers (Level I Teacher); Katie Vecchione (PA Chair - Pending Board Approval)

**MOTION:** H. Aylward moved to open the meeting. B. Smyth second. Motion carried unanimously

Edwin Rivera (Chair) called the meeting to order at 9:08am

## **Board Business**

Chair welcomed the new Board member. Reviewed the Board Calendar and Committee Assignments. Discussion of Board compliance documents.

**MOTION:** L. Alden moved to approve the minutes from the July 1, 2020 meeting. H. Aylward seconded. Motion carried unanimously. One abstention; motion carried unanimously

Approval of New Parents Association Representative: Katie Vecchione

**MOTION:** V. Walsh moved to approve the appointment of Katie Vecchione to fill the Parent Association Representative for a one year term ending 6/30/2021. H. Aylward seconded. Motion carried unanimously.

## **Board Meeting Calendar and Committee Assignments**

Committee Assignments tabled until next meeting. Send to Governance Committee for review

**MOTION:** V. Walsh moved to approve the proposed Board Meeting Calendar. LAlden seconded. Motion carried unanimously

## **School & Academic Report**

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

Thank you for your work over the past year. Your work is greatly appreciated by all members of the community. The Class of 2020 Graduation will be held on Friday July 24.

### **Annual Report**

Charter Schools are required to submit an Annual Report to the DESE

**MOTION:** H. Aylward moved to accept the Draft FY20 Annual Report and the School Opportunity Act as presented and with the edits as recommended. as presented and accept the edits as recommended. P. Goodale seconded. Motion carried unanimously.

### **School Improvement Plan A Pepin reported**

School Council drafted at the beginning of March to reflect remote learning and family engagement via zoom

**MOTION:** K. Cianelli to approve the SIP (implementation plan prio) V. Walsh seconded. Motion carried (1 abstention)

### **Student and Family Handbook - A.Pepin report**

Work continued on the Student and Family Handbook and will reflect the changes needed due to COVID-19 Some changes may reflect health guidelines including 72 hours fever free; students to be pickup should the ehealth office call; all to wear face masks in the building; the use of headphones for students, etc. Document will be available in languages other than English.

### **Wellness Policy**

The school wellness policy was developed by the School Nurses, PE/Athletic Teachers, Health teachers, and Food Service Coordinator. There was a free professional development opportunity provided to our staff to help revise our plan to meet current standards.

**MOTION:** V. Walsh to approve the Wellness Policy as presented. P. Goodale seconded. Motion carried unanimously.

### **School Accountability Plan 2021-2025 - A. Pepin reported**

School Council worked on the proposed plan with guidance from charter school office who asked that school build upon the last school accountability plan

**MOTION:** P. Goodale to approved the School Accountability Plan 2021-2025 V. Walsh Motion carried unanimously

### **2020-21 School Calendar - A. Savage reported**

Omitted early release days to maximize time in learning; Full remote learning would follow ½ day schedule.

#### **MOTION:**

V. Walsh to approve the revised FY21 School Calendar K. Poudrier seconded. Motion carried (1 Abstention)

### **Re-Opening Task Force - A. Savage reported**

Reviewed the work from all the Task Force Committees and recommendation

Three surveys remote learning during Spring; Remote Learning and Distance Learning; Hybrid Model. Fac/Staff will be surveyed as well as High School students. Matrix was offered to use to find the capacity of each classroom.

**MOTION:** B. Smyth moved to approve the capital expenditure for the purchase of furniture to replace tables for desks. K. Trask seconded. Motion carried unanimously

### **Food Service Procurement - K. Bingham reported**

Procurement Procedures for the School Nutrition program. template working with state and attorney charter school procurement

**MOTION:** K. Poudrier to accept as presented. H. Aylward seconded. Motion carried unanimously

SSCPS Sabbatical and Sick Time Policy - K. Bingham reported

Amendments to the personnel policy to include Faculty/Staff COVID-19 Sabbatical and Sick Time Policy, Emergency Paid Sick Leave Act (EPSLA); and Emergency Family and Medical LEave Expansion Act (EFMLEA)

**MOTION:** H. Aylward moved to approve the personnel policies as presented. K. Trask seconded. Motion carried (1 abstention)

Committees will be updated at the later meeting

**Student Report:** H. Sullivan

**Finance:** V. Walsh

**Faculty Report:** K. Cianelli and R. Regan

**Parents Association:** K. Vecchione

**Development Committee:** L. Alden

**Governance:** P. Goodale

**Personnel:** B.Smyth

Recommendation from H. Aylward: Track Board member attendance going forward

**MOTION:** to approve the as presented. seconded. Motion carried unanimously.

**MOTION:** H. Aylward moved to adjourn the regular meeting. K. Poudrier seconded, motion carried unanimously.

Meeting Adjourned at 12:04pm

Respectfully submitted:

Pam Algera

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Approved by: Prue Goodale, Clerk