

# SOUTH SHORE CHARTER PUBLIC SCHOOL

Board of Trustees Meeting  
October 15, 2020

Join Zoom Meeting

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Meeting ID: 849 7029 4758

Passcode: 572877

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), Prue Goodale (Clerk), Vincent Walsh (Treasurer), Leslie Alden, Heidi Aylward, Katie Cianelli, Kiki Fluhr, Natacha Julien, Ken Poudrier, Jody Regan, Honora Sullivan, Kathleen Trask, Katie Vecchione

**In absentia:** Peter Farrell

## **Also in attendance:**

**Staff:** Alicia Savage (Executive Director), Kristine Bingham (Director of Finance), Angie Pepin (Principal), Matt Tondorf (Director of Learning Services), Derek Powers (Level I Teacher), Joyce Dandrow (Learning Services Teacher & FASA Chair), Marco Pedulli (High School Teacher), Kerri Doble (Staff Accountant)

## **Audience:**

Parents: Brittney Lofstrand, Cyndy Lyons, Satina Craffey, Sioban Daly, Tiffany Brown-Grier  
From AAF Auditors: Jackie Perry, Matt McGinnis

Edwin Rivera (Chair) called the meeting to order at 7:32pm

## **Board Business:**

### **Approval of Minutes**

**MOTION:** L. Alden moved to approve the minutes from the September 10, 2020 Meeting as presented. K. Trask seconded. One abstention (V. Walsh) Motion carried

### **FY20 Annual Audit Presentation**

K. Bingham introduced Jackie Perry, Matt McGinnis from AAFCPAs

M. McGinnis reviewed the ratio sheet

- New accounting standard implemented regarding traditional leases being expensed which forces net present value onto the books ask if a mortgage vs. lease. This can also be used as an asset.
- Strong ratios with 5 months of working capital. \$1.1M liquid. Great cushion to operate
- Look back a occupancy number and will report to Kristine if anything changes
- DESE report formatted to look at what state is looking for
- Surplus ratio - also in good shape
- Very strong occupational with good business decisions being made according to the numbers

J. Perry reviewed the Management Letter

- The report states that there were no deficiencies found
- The audit process was smooth with support and access from the school

- Some minor Best Practices recommendation::
- establish a formal substitute policy
- establish a process for policies to be approved by Executive Director
- COVID-19 recommendations for consideration

V. Walsh reported that the audit was presented to the Finance Committee. The committee reviewed the financial statements and reviewed the recommendations from the audit. The committee looked at the ratios and reviewed the management letters. The Finance Committee recommends approval of the audit.

**MOTION:** V. Walsh moved to accept the recommendation of the Finance Committee and the FY20 Audit report as presented. K. Fluhr seconded. Motion carried unanimously.

**School & Academic Report**

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

**State of School**

- Over the past month the school opened on September 10 with three learning models: full in person, hybrid and full remote until October 8 when the school transitioned to full remote learning due to the regional calculations of our sending districts
- Students in the lower grades have attended days at Holly Hill Farm. The SAT’s were administered for the senior class while grade 9-11 worked remote asynchronous for the day. SSCPS is slowly receiving Chromebooks and distribution continues. The IT department has and continues to refurbish iPads and Chromebooks for distribution;
- Enrollment: Currently at 1011 with anticipation of reducing number to 1009 summer grad. Still accepting new students. Looking at virtual options for the upcoming enrollment season.

**Regional Calculation Update:**

On October 2 the DESE released a written recommendation that school districts should not make decisions based on a signal week’s report from DPH when deciding to transition to full remote. They recommend waiting for the color change metric for towns to be in the red for three consecutive weekly reports before considering a change to the learning model. The Commissioner's priority is to keep buildings open. They refer to research that suggests schools are not super spreaders. Additional guidance and reports are expected in the coming next week from DESE.

**New COVID-19 School-Wide Recommendations:**

Working with the SSCPS Health Office, a review of the state protocols regarding COVID-19 positive cases, the school is making the following recommendation to further strengthen the CDC and DESE guidelines:

1. If a student tests positive for COVID-19, that student must remain in isolation for at least 14 days. The student may return to school after 14 days if they are symptom free, have tested negative, and have not had a fever for 24 hours.
2. If a student demonstrates COVID -19 systems at school. The student and siblings will be sent home. The student and all close contacts will be asked to follow CDC, MDPH, and DESE guidelines to determine a safe return to school.
3. If a student is absent from school due to COVID-19 symptoms, all siblings and close contacts must remain home and quarantine until the criteria is met to safely return to school.

**MOTION:** K.Poudrier moved to table until the November meeting for more clarification on this recommendation. H. Aylward seconded. Motion carried unanimously.

**Committee Reports:**

**Faculty:**

J.Regan and K. Cianelli reported:

Since the school transitioned to full remote, FASA asked for feedback regarding the current plan based on the DESE guidelines. There were 89 respondents:

67.4% support the current policy

30.2 % support the DESE recommendation of 3 weeks of data

2.3% support other

Some concerns from the Faculty:

- How many weeks out before we come back to avoid flip/flop for families and staff?
- How do we come back? What is the timeframe? Some students have issues with the shifting.
- K-8 likes the current process of going out with a consistent date to return.
- The K-12 Faculty is requesting time for Professional Development. Need time for class prep and collaboration with peers. They have mentioned that some districts have half day schedule. Currently afternoons are for Office Hours meeting with students. Need time for PD
- Is one week enough time to transition back to hybrid?
- Schedules have been switched with pros and cons.

Does the school calendar need to be amended to include PD? The full days that are in January and March are intended for the NART conference training and discussion. The ILT has met and is working on the remote schedule to include some PD in the afternoons. May need to look at the hybrid calendar and add half days.

**Students:** Honora Sullivan

- Most of the issues were already touched on.
- Big adjustment with the transition to full remote but new schedule is appreciative.
- Students have discomfort in class online classes and students feel uncomfortable with the video piece

**Parents Association:** Katie Vecchione

- Follow up from PA meeting: Parents at the lower level feel students have too much free time on remote days
- Parents are looking for Back to School virtual night and Google Classroom/Technology trainings
- At the next PA meeting they will be looking at the grant requests. So far they have received requests for virtual Math, Science, and reading tools
- Working on fundraising/ Created SSCPS signs to sell. Hope to raise money to fund more grants
- PA website is up and running: [sscps-pa.org](http://sscps-pa.org)

**Finance:** Vinnie Walsh reported

- FY21 Financials: Finance Committee will meet on 10/26/20 to review the updates to the current numbers

**MOTION:** K. Poudrier moved to postpone FY21 financial review to next Board meeting. K. Fluhr seconded. Motion carried unanimously

**Development:** Leslie Alden

- Working on a 30-day calendar to run November 15-December 16 with the prizes from Auction items that were not used.
- Talking about virtual fundraising/community building ideas such as virtual road races, minute to win it games, etc..
- Any grant opportunities, please let Laurie know.

**Governance:** Prue Goodale

Committee will meet next Tuesday, October 20 at 6:15pm

Agenda items:

- Review Bylaws and update
- Discussing Board recruitment
- Board evaluation

**Personnel:** Kristine Bingham

- The committee approved the amendment of the Sick bank policy to allow current employees to join by July 1. Also edited wording of “terminal” to serious illness
- Social Emotion Taskforce is working on faculty/staff wellbeing and will be providing additional resources for faculty/staff. A health and wellness coach is available for virtual gym classes on Tuesdays and Thursdays.

**MOTION:** H. Aylward to approve the amended Sick Bank Leave Policy as presented. L. Alden seconded. Motion carried unanimously

**Next Meeting:** Review Committee Assignment List

**Audience:**

- How can parents support children with the reduced schedule while remote?
- Parents are looking for more technology guidance.
- Parents looking for after class activities for the students

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

Meeting Adjourned 9:29pm

Respectfully submitted:  
Pam Algera

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Approved by: Prue Goodale, Clerk