

SOUTH SHORE CHARTER PUBLIC SCHOOL  
Board of Trustees Meeting  
February 9, 2023  
7:30pm

Meeting held at 700 Longwater Drive, Norwell, MA 02061  
Meeting available via Zoom

Notice of this meeting was sent to appropriate governmental agencies, the school's website, and was published in the "South Shore Charter Public School Update".

**Trustees:**

**In attendance:** William Smyth (Vice Chair), Vinnie Walsh (Treasurer), Tiffany Brown-Grier, Katie Cianelli, Tracy Deveau, Natacha Julien, Ken Poudrier, Andrew Sobers, Tadgh Sullivan,

**Remote participation:** Edwin Rivera (Chair), Kathleen Trask (Clerk), Kiki Fluhr, Jimmy Juste,

**In absentia:** Pete Farrell, Cindy Lyons, Kate Trowbridge

**Also in attendance:**

**Staff:** Alicia Savage (Executive Director), Joe McSheffrey (Technology Support Specialist), Pam Algera (Director of Admissions), Kristine Bingham (Director of Finance)

**Remote Staff:** Kerri Doble (Staff Accountant/Procurement Manager)

**Audience:**

**Remote Audience:** Helen Li (SSCPS Parent)

**Meetings documents:**

- Meeting Agenda
- Draft Minutes from the December 8, 2022 meeting
- Executive Director Report
- Draft Growth Plan for Minor Expansion Amendment
- Finance Minutes November and December 2022
- Year-to-Date Financials
- Updated Procurement Draft Policy
- Personnel Minutes from December 2022
- Overnight Field Trip Proposal - High School Lock In

**Opening of Meeting:** B. Smyth called the meeting to order at 7:38pm

**Board Business**

**Approval of Minutes:**

**MOTION:** V. Walsh moved to approve the minutes from the December 6, 2022 meeting. N. Julian seconded.

**Vote by individual roll call:**

B. Smyth, V. Walsh, T. Brown-Grier, K. Cianelli, T. Deveau, N. Julian, K. Poudier, A. Sobers, T. Sullivan

Remote: K. Trask, K. Fluhr, J. Juste. Abstained: E. Rivera

One abstention; motion carried.

## School & Academic Report

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

Full Report may be found [here](#):

- Reviewed the events held by student clubs. Students celebrated World Read Aloud Day on February 1. A very active BSU Advisory presented “Let’s Talk College” Historically Black Colleges and Universities, Wax Museum and Read Aloud. High School Fashion Show
- On January 31 the DESE Accountability Site Visit was conducted which is a routine site visit midpoint of 5 year charter. There were three focus groups held; two the day of the visit Administration and Teacher groups and one prior to the visit which was when they met with the Board of Trustees. Site visit team was looking for Faithfulness to the Charter, Student Academic Performance, and Organizational Viability. Prior to the visit the school was asked to provide evidence of access and equity in communications, recruitment, and retention. The full report will be sent in six to eight weeks.

During the exit interview the school was told:

1. Stakeholders were "on the same page" concerning the school's mission statement, how that mission supports learning, and the importance of high quality instruction.
2. In the majority of classrooms observed there was ample evidence of systems and structures highly conducive to learning.
3. In the majority of classrooms observed high expectations for all students were clearly evident
4. In the majority of classrooms observed the elements of high quality instruction were apparent.

Look forward to the full report for all of the focus groups and classroom visits. Wonderful job by teachers and students with a very positive exit interview.

- Regional Transportation Update - First Student conducted another safety training. Working with First Student to optimize routes and stops. Additional stops Safety training, additional stops at library. Asking families to provide feedback on the SSCPS Annual Family Survey and this year’s Intent to Return form includes a place for families to indicate if they will be using bus transportation for next school year. This information will be used when revisiting the routes for next year.
- Current Enrollment 1063
- Application deadline is February 27 with the Lottery scheduled for March 3. Accepted students will receive any acceptance package and invitation to attend an accepted student event in March. Accepted student letters of intent will be due April 1. Applications have been open since November 1 and we have received over 590 applications to date.
- Enrollment Trends: Reviewed the enrollment trends 2010-2023 which include three charter amendments; two minor amendments; one major amendment. These increased enrollment caps enabled the school to offer advanced academics and transportation. Reviewed the comparative chart. DESE has provided charter schools with a new tool which allows districts and charter schools to analyze enrollment trends, make comparisons, and use data-driven decision making. Reviewed top sending districts, Boston, and Foxborough Regional Charter School to compare the enrollment trends and percentage increase or decrease. Enrollment state wide is trending down while SSCPS has held steady. If we were to consider a minor amendment which is 25% or less, we would prepare a growth plan. Reviewed the three growth plan options over 5-year. Option 1: increase of 125 students, Option 2: increase of 175 students; and Option 3: increase of 225 students. Any increase keeps with the school's mission, retaining class size especially at the lower grades. Board would like the community to have the opportunity to complete a survey. Reviewed the potential timeline. Finance and Ad Hoc Facilities will hold a special meeting February 15 at 5:30pm to consider the feasibility of recommending an enrollment increase.

## **Committee Reports:**

### **Faculty:** K. Cianelli reported

- Movie Day on PD half day with NHS students went very well- great turn out. Students enjoyed staying at school for a social activity.
- World Read Aloud Day- Feb 1st- multiple teachers and high school students came to younger grades to read aloud to them
- Wax Museum 2/9 put on by HS students and younger grades attended.
- Special Education Department on the Elementary Level have begun Community Outings- they go out into the community once a month and work on life skills taught such as exchanging of money, making a list for a shopping trip, or ordering items at a restaurant.
- On Saturday February 4th twenty-five Level III & IV students traveled to Wentworth to participate in the 31st Annual Boston Society of Civil Engineers Bridge Building Competition. For the past few months these students have been working in FIT to design and build bridges made entirely of paper straws and craft tape. These students were amazing ambassadors for our school at the competition. They were respectful and enthusiastic throughout the day. Though we didn't take any prizes home, the experience was a great one for all involved!
- The NHS Blood Drive was very successful in the new space, and raised 22 units of blood, exceeding its goal by one. We are hosting another one on May 5th.
- The NHS sponsored movie day, like Kate said, went well, and raised \$1,875 for children in need.
- The Cultural Diversity workshop is raising money for the children of Haiti by selling carnations and Valentine's goodies.
- Heather Brems, PE Teacher, put together a fantastic opportunity for a group of Junior girls to learn self defense in a class taught by Janelle Nye from Dedeco Brazillion Jiu-Jitsu with support from Sargeant Resnik and the Norwell Police Department.

### **Students:** T. Sullivan reported

- K-4 Movie Night NHS fundraiser raised nearly 2k dollars
- NHS also hosted a blood drive that surpassed the goal for donors
- Both boys and girls varsity basketball played their final regular season game yesterday
- Boys made the charter league playoffs and will likely play their first game next week
- BSU/Student body concern about diversity in staff

### **Parents Association:** K. Fluhr read an email from C. Lyons

- At the last meeting a grant was approved to provide a mini makeover for the Level II Great Room.
- Google form was distributed to the Assistant Principals to create a wishlist for improvements to Great Rooms.

### **Finance:** V Walsh reported

- The 2nd quarter per pupil cost came in from the state \$17,372. The school has been conservatively budgeting \$17,200 per pupil 17200
- Committee review the profit and loss statement and the balance sheets
- Amended Procurement Policy was distributed to the Board. The amendment includes how the school uses Federal grants. Full Board to vote in March
- Next Finance and Ad Hoc Facilities on February 16 at 700 Longwater at 5:30pm

**Development:** K. Poudier reported

- Annual Fund is currently at 18% of 50000
- Committee reported working on an art show and other events..
- Read weekly and look for the development emails.
- Continue to raise money

**Governance:** N.Julian reported

- The committee worked on recruitment efforts and will meet to develop questions.
- The committee will be conducting three interviews of Board candidates. Update the Board at the March meeting with final recommendation at the May Annual Board Meeting.
- A Self Evaluation Survey will be sent out to the Board in March. Feedback will be shared at the July meeting.

**Personnel:** B. Smyth reported

- Committee meet in Executive Session to update members on the FASA negotiations
- Committee discussed the Executive Director evaluation which will go out in May to the Board with responses by the end of May
- Committee also discussed sending a survey out to the faculty for feedback

**Ad Hoc Field Trip:** K. Cianelli reported

- The high school student board is planning a lock-in and submitted a six-page proposal which was detailed . Still working to finalize the date with the proposed date of March 3. Purpose for class bonding for grade 11 and grade 12.

**Motion:** V. Walsh moved to approve the recommendation of the Ad Hoc Field Trip committee and approve the event as proposed. T. Sullivan seconded

**Vote by individual roll call:**

B. Smyth, V. Walsh, T. Brown-Grier, K. Cianelli, T. Deveau, N. Julian, A. Sobers, T. Sullivan  
Remote: K. Trask, K. Fluhr, J.Juste, E. Rivera Motion carried unanimously

**Audience:** Public Comment

There were no audience members and questions/comments in the Zoom chat.

**MOTION:** V. Walsh moved to adjourn the regular meeting. A. Sobers seconded

**Vote by individual roll call:**

B. Smyth, V. Walsh, T. Brown-Grier, K. Cianelli, T. Deveau, N. Julian, A. Sobers, T. Sullivan  
Remote: E. Rivera, K. Trask, K. Fluhr, J.Juste, motion carried unanimously.

Meeting Adjourned at 8:54pm

Respectfully submitted:

Pam Algera

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Approved by: Kathleen Trask, Clerk