

SOUTH SHORE CHARTER PUBLIC SCHOOL
Board of Trustees Meeting
September 21, 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: Jimmy Juste (Chair), Vinne Walsh (Vice Chair), Katie Cianelli, Tracy Deveau,, Kathleen Sullivan, Alisha Uhlenbrock-Furst

Remote participation: T. Brown-Grier, N. Julien (Clerk)

In absentia: Ken Poudrier (Treasurer), Kiki Fluhr,, Andrew Sobers

Also in attendance:

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

Audience:

Remote Audience: Darcie Edwards, JB, Melissa Facey

Meetings documents:

- Meeting Agenda
- Draft Minutes from the July meeting
- Draft Committee Assignments
- Student Representative Resume
- Executive Director Report
- Executive Director - End of Cycle Summative Evaluation Report Superintendent
- Financials - Budget vs Actual, Statement of Financial Position, Cash Flow Projections

Opening of Meeting: J. Juste (Chair) called the meeting to order at 7:31pm

Individual roll call: J. Juste, V. Walsh, T. Deveau, A. Uhlenbrock-Furst, K. Sullivan, K. Cianelli, T. Brown-Grier, N. Julien

Board Business

Approval of Minutes:

MOTION: V. Walsh moved to approve the minutes from the July 12, 2023 meeting. T. Deveau seconded.

Vote by individual roll call: J. Juste, V. Walsh, T. Deveau, A. Uhlenbrock-Furst, K. Sullivan, K. Cianelli, T. Brown-Grier, N. Julien All in favor; motion carried unanimously.

Board members: Approval of the Student Representative - Raeven Charles

MOTION: V. Walsh moved to approve Raeven as a Student Representative to the Board for a one-year term. K. Cianelli seconded.

Vote by individual roll call: J. Juste, V. Walsh, T. Deveau, A. Uhlenbrock-Furst, K. Sullivan, K. Cianelli, T. Brown-Grier, N. Julien All in favor; motion carried unanimously.

BoT Committee Assignments - Reviewed the draft assignment list. Development Chair: A. Uhlenbrock-Furst
Personnel Co-chairs: T. Deveau and K. Fluhr. Additional amendments should be directed to the Board Chair.
MOTION: K. Sullivan moved to approve the committee assignments as amended. V. Walsh seconded.
Vote by individual roll call: J. Juste, V. Walsh, T. Deveau, A. Uhlenbrock-Furst, K. Sullivan, K. Cianelli, T. Brown-Grier, N. Julien All in favor; motion carried unanimously.

FASA Contract Negotiations: J. Juste led the discussion.

- The team has been previously composed of members of the Personnel Committee with A. Savage, K. Bringham, and the FASA representatives. Proposed opening the process up to members of the full Board to participate. Up for discussion.
- Timeline starts in October and goes indefinitely
- There was a question last year from FASA as to the number of parent Board members on the negotiation team. This issue as well as determining the total number of Board members should be discussed and decided on early in the process.
- New members of the FASA group this year. There are four FASA members for this negotiation team
- At the initial meeting the faculty/staff present what they are hoping to get out of the negotiations and establish ground rules FASA members had asked that the Board members have some expertise in negotiations, HR law, HR. Schedule a meet and greet in October and schedule the first meeting shortly thereafter. Set process and procedures prior to discussion of substance.
- K. Sullivan agreed to participate but also stressed the need for institutional knowledge and history
- J. Juste would like to be apart of the process and will reach out to K. Poudrier to represent Finance

Executive Director Evaluation: J. Juste reported

J. Juste referred to the Summative Evaluation Report which was included in the packet. This report was compiled from the Board's evaluation survey results. The document and its results were discussed with the Board Chair, J. Juste and the Executive Director, A. Savage. This discussion helped to form the Executive Director Goals for the FY24 school year. The Board reviewed the document for vote.

MOTION: V. Walsh moved to approve the End of Cycle Summative Evaluation Report Superintendent as presented T. Deveau seconded.

Vote by individual roll call: J. Juste, V. Walsh, T. Deveau, A. Uhlenbrock-Furst, K. Sullivan, K. Cianelli, T. Brown-Grier, N. Julien All in favor; motion carried unanimously.

School & Academic Report

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

- Celebrating Spanish/Hispanic Heritage Month - 9/15-10/15. The Spanish Department is looking to build a Spanish library collection
- Summer programming continues to be a success. In July the school ran two academic summer programs to provide ongoing academic support for students who benefit from EL or Learning Services support. The third program, the Acceleration Academy, was held during the first week of August. All summer programs are funded by state and federal grants
- Kindergarten Orientation and Freshman Orientation were held on Monday, August 28.
- The first day of school for all students on Tuesday, August 29, 2023.
- Transportation services began on Tuesday, August 29 with fifteen bus routes running throughout the South Shore.
- **Campus Improvement:**
 - Electrical repairs, alarm service upgrades, ceiling speakers installations
 - Painting, landscaping outdoor spaces, maintain HVAC systems to ensure air quality
 - Classroom setup, Level and Department meetings, and Goal Setting

- School safety updates include security door stoppers at 100 Longwater Circle
- **August Professional Development**
 - New Teacher Orientation Monday, August 21
 - All Faculty and Staff Professional Development began August 22
 - New curriculum iReady Math, DIBELS training
 - Goal setting, Civil Rights training, Human Resources, Mandated reporting law
 - School safety and latest emergency protocols with Sergeant Resnick Norwell Police Department and bullet resistant film at entry and exit points on campus
- **Enrollment Update**
 - Current enrollment is 1056 as of September 15, 2023
 - Indicated in the FY24 Pre-Enrolled column is the data used to determine the number of admission places the school is able to offer at the enrollment lottery in March
 - The number of seats available is determined by Intent to Return forms received and the number of students who will be promoted to the next grade
 - There are 97 students in the Randolph waitpool who are ineligible for admission due to the mandated DESE enrollment cap
- **Regional transportation** has been an ongoing summer project. We have reviewed data from the Annual Family Survey and additional communication from anecdotal email and telephone feedback throughout the school year. This year we have made adjustments to the regional transportation by adding strategic stops on bus routes.
 - New stops include: Local libraries Community Child Care Organizations (Stars and the Boys and Girls Club) Local YMCAs including the Hanover YMCA which now operates SSCPS childcare on the Y campus.
 - New this year is the policy that Level IV students may be dropped off without a designated pick-up person as long as families have completed the permission form.
 - Changes have been communicated to families August 16, 2023 through email and the school website.

Executive Director Goals for FY24 - A. Savage reviewed goals

- 1) Student Learning Goal: By late spring, the South Shore Charter Public School shall demonstrate sustained or improved academic achievement in at least nine of twelve grades by successful implementation of new and sustaining curricula.
(Focus Indicators: I-A Curriculum, I-B: Instruction, I-E: Data-Informed Decision-Making)
- 2) Professional Practice Goal: By late spring, the faculty and staff will have had the opportunity to participate in one high quality professional development in the following areas
 - a) Goal setting and working towards those goals to meet the needs of all learners;
 - b) Looking at student work, assessments, data analysis, and using data to inform instruction
 - c) Differentiated instruction for all learners;
 - d) Curriculum development, standards alignment, and/or classroom practices in one subject area;
 - e) Equity, diversity, and inclusion;
 - f) Social/Emotional Learning
(Focus Indicators: II-B Human Resources Management and Development, IV-Commitment to High Standards, IV-B Cultural Proficiency, IV-D Continuous Learning)
- 3) District Improvement Goal: Throughout the 2023-2024 school year, the South Shore Charter Public School shall continue to engage in culturally responsive and collaborative engagement, and communication practices that welcome every family to participate in the classroom and school community. (Focus Indicators: III-A Engagement, III-C: Communication, IV: Communications, IV-B Cultural Proficiency)

- 4) District Improvement Goal: The South Shore Charter Public School will continue to implement the highly successful regional transportation program, with targeted improvements to improve success in school and community.

(Focus Indicators: II:D Law, Ethics and Policies, II-E Fiscal Systems, IV:Communications, III-D Family Concerns)

- 5) District Improvement Goal: By the Fall of 2023, the South Shore Charter Public School will begin the process of developing a five-year strategic plan with institutional stakeholders. The plan will include the school mission and vision and strategic goals to serve as a navigation tool over the next five years.

(Focus Indicators: II-B Human Resources, Management, and Development, II-E Fiscal Systems, III-A Engagement, IV-E Shared Vision)

Parents Association Vacancy - J. Juste reported

Time to reevaluate the Parents Association. Current roles are demanding. Look at the organization of the PA and streamline. Maybe it is time to scratch the current organization and start new. Schedule a PA meeting for the purpose of brainstorming and next steps to assist in reorganizing the PA. J. Juste and A.Uhlenbrock-Furst will talk about the next steps and organize a meeting.

Committee Reports:

Faculty: K. Cianelli reported

- Level I has kicked off the beginning of the school year, and they have begun their farm visits! Students get an opportunity to volunteer around Holly Hill Farm and experience an outdoor classroom!
- Level II kicked off with two new curriculums. While this is challenging, students are embracing the change. Students have a chance to work in collaborative groups as well, which has been a hit!
- Level III is having their annual Nantasket trip tomorrow! Students will have an opportunity to do community service while participating in team building activities!
- The high school has a strong senior class. They have been busy planning events, informative slideshows for the underclassmen, and participating in service opportunities. We're lucky to have a year with positive role models, and I'm looking forward to what they can accomplish.

Students: No report

Parents Association: No report

Finance: K. Bingham reported

- The Finance Committee met earlier. Refer to the minutes when approved.
- The school has had a back and forth with Foxrock came in with a favorable lease arrangement but it does not include the buildout. The back and forth continues to reach a possible agreement.

Development: A. Uhlenbrock-Furst reported

- No updates

Governance: N. Julien reported

- One additional Governance Committee member
- Committee to look at a revision to the Bylaws. More to come

Personnel: T. Deveau reported

- The evaluation of the Executive Director for FY23 closed with a vote held earlier tonight. The committee will work on continuing to refine the process for the new year
- The committee will be working collaboratively with FASA to agree on a three-year contract

Audience: Public Comment

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

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

Vote by individual roll call: J. Juste, V. Walsh, T. Deveau, A. Uhlenbrock-Furst, K. Sullivan, K. Cianelli, T. Brown-Grier, N. Julien All in favor; motion carried unanimously.

Meeting Adjourned at 9:03pm

Respectfully submitted:

Pam Algera

Approved: 10/19/2023