

SOUTH SHORE CHARTER PUBLIC SCHOOL
Board of Trustees Meeting

July 29, 2024 Retreat

10:00am - 3:00pm

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), Katy Sullivan (Vice Chair), Natacha Julien (Clerk), Ken Poudrier (Treasurer), Tiffany Brown-Grier, Tracy Deveau, Bruce Frost, Rowena Samuels, Kate Trowbridge, Alisha Uhlenbrock-Furst

Members Pending DESE Approval: Jerry Ford (Pending Approval), Nakeya Miller (Pending Approval)

Remote attendance: Andrew Sobers (arrived in person at 11:05am)

In absentia: Kate Trowbridge, Willow Shinney-Kalafatas (Pending Approval) joined at 11:54am remote

Also in attendance:

Staff: Alicia Savage (Executive Director), Kristine Bingham (Director of Finance), Pam Algera (Director of Admissions), Joseph McSheffrey (Technology), Matthew Tondorf (Director of Learning Services)

Remote Audience: NA

Meetings documents:

- All Board members were given an updated SSCPS Board Resource Guide
 - [Proposed Calendar](#)
 - [Committee Assignments](#)
- [Meeting Agenda](#)
- Draft Minutes from the prior meetings needing approval
- [FY25 School Improvement Plan \(SIP\)](#)
- [FY25 Changes to the Student and Family Handbook](#)
- [Student Opportunity Act](#)
- [Draft FY24 Annual Report](#)
- [Draft Charter Renewal Document with Appendices](#)
[Additional Renewal Documents](#)
- [Medical Emergency Response Plan 2024](#)

Welcome:

Jimmy Juste, Board Chair called the meeting to order at 10:11am

Individual Roll Call: T. Brown-Grier, T. Deveau, B. Frost, N. Julien, J. Juste, K. Poudrier, R. Samuels, A. Sobers, K. Sullivan, A. Uhlenbrock-Furst, J. Ford, N. Miller

Board/School Business:

Minutes: Reviewed the minutes from the May 9, 2024 meeting

MOTION: A. Uhlenbrock-Furst moved to approve the minutes from the May 9, 2024 Annual and Regular meeting. N. Julien seconded. 8 in favor, 2 abstained. Motion carried

Vote by individual roll call: T. Brown-Grier, T. Deveau (abstained), B. Frost (abstained), N. Julien, J. Juste, K. Poudrier, R. Samuels, A. Sobers, K. Sullivan, A. Uhlenbrock-Furst

Committee Assignments: Reviewed the Committee Assignments

MOTION: T. Deveau moved to approve the revised Committee Assignments as discussed. A. Uhlenbrock-Furst seconded. Motion carried unanimously

Vote by individual roll call: T. Brown-Grier, T. Deveau B. Frost, N. Julian, J. Juste, K. Poudrier, R. Samuels, A. Sobers, K. Sullivan, A. Uhlenbrock-Furst All in favor; motion carried unanimously

School Improvement Plan

The School Council meets monthly and works on the School Improvement Plan. The plan is presented as a recommendation from the School Council whose members include: students, parents, administrators, and teachers. The Board reviewed the FY25 School Improvement Plan and discussed the action items.

MOTION: A. Uhlenbrock-Furst moved to approve the FY25 School Improvement Plan with the implementation plan as presented. K. Sullivan seconded.

Vote by individual roll call: T. Brown-Grier, T. Deveau B. Frost, N. Julian, J. Juste, K. Poudrier, R. Samuels, A. Sobers, K. Sullivan, A. Uhlenbrock-Furst All in favor; motion carried unanimously

Student and Family Handbook

Reviewed the changes for the 2024-2025 handbook. Some discuss and clarify regarding weighted versus unweighted grade.

MOTION: A. Uhlenbrock-Furst moved to accept the changes to the FY25 Student and Family Handbook as presented. R. Samuels seconded

Vote by individual roll call: T. Brown-Grier, T. Deveau B. Frost, N. Julien, J. Juste, K. Poudrier, R. Samuels, A. Sobers, K. Sullivan, A. Uhlenbrock-Furst All in favor; motion carried unanimously

Student Opportunity Act

Reviewed the Student Opportunity Act and how the school will use the funds for the school year.

MOTION: R. Samuels moved to accept the Student Opportunity Act as presented. A. Uhlenbrock-Furst seconded

Vote by individual roll call: T. Brown-Grier, B. Frost, N. Julien, J. Juste, K. Poudrier, R. Samuels, A. Sobers, K. Sullivan, A. Uhlenbrock-Furst All in favor; motion carried unanimously

All in favor; motion carried unanimously

Annual Report

The Annual Report is mandatory for all charter schools to report on the school's progress and faithfulness to charter. The report is due by August 1. Once approved by the Charter School Office the report will be posted on the school's website and a link will be available in the Weekly Update. The report is also made available to each sending district. The Board reviewed the draft document.

MOTION: K. Sullivan moved to accept the draft FY24 Annual Report as presented. K. Poudrier seconded.

Vote by individual roll call: T. Brown-Grier, T. Deveau B. Frost, N. Julien, J. Juste, K. Poudrier, R. Samuels, A. Sobers, K. Sullivan, A. Uhlenbrock-Furst All in favor; motion carried unanimously

Charter Renewal Documents and Appendices

Charter schools go through a full Charter Renewal every five years with mid-cycle check in reviews. The renewal data is gleaned from the Annual Report from the past five years. Student test data used for this report was difficult due to the inconsistent data over the past five years. There was no data available for 2020, partial data for 2021 and 2022, complete data for 2023 and 2024 data is embargoed. An explanation on the documentation was reviewed. Reviewed the Financial sections of the document. The school uses this data to help to make decisions on curriculum and supports to put in place for students. The document also includes plans for the next five years using the Strategic Plan.

The Board reviewed the draft Charter Renewal document with the appendices including the Medical Behavioral Health Emergency Response Plan.

MOTION: R. Samuels moved to accept the draft Charter Renewal document as presented with an addition to the Governance section to add information regarding the Bylaw timeline. A. Uhlenbrock-Furst seconded. add
Vote by individual roll call: T. Brown-Grier, T. Deveau B. Frost, N. Julien, J. Juste, K. Poudrier, R. Samuels, A. Sobers, K. Sullivan, A. Uhlenbrock-Furst All in favor; motion carried unanimously

Medical Behavioral Health Emergency Response Plan reviewed the plan which is an addendum to the Charter Renewal document.

MOTION: K. Sullivan moved to accept the Medical Behavioral Health Emergency Response Plan as amended. A. Uhlenbrock-Furst seconded.

Vote by individual roll call: T. Brown-Grier, T. Deveau B. Frost, N. Julien, J. Juste, K. Poudrier, R. Samuels, A. Sobers, K. Sullivan, A. Uhlenbrock-Furst All in favor; motion carried unanimously

Board Retreat

Board Chair, J. Juste led several team building activities. [Retreat Materials](#)

After activities members broke into their committee assigned to discuss work to be done for the year as well as put together their meeting calendar.

Annual Report Appendix E

There was additional discussion regarding Appendix E regarding a MCAD Complaint which was received to the school.

MOTION: K. Sullivan moved to enter into Executive Session for the purpose of discussion of a legal matter and potential privacy matter. The Board invites everyone to attend. K. Poudrier seconded

Vote by individual roll call: T. Brown-Grier, T. Deveau B. Frost, N. Julien, J. Juste, K. Poudrier, R. Samuels, A. Sobers, K. Sullivan, A. Uhlenbrock-Furst All in favor; motion carried unanimously

Board entered back into regular session. A roll call was taken.

Vote by individual roll call: T. Brown-Grier, T. Deveau B. Frost, N. Julien, J. Juste, K. Poudrier, R. Samuels, A. Sobers, K. Sullivan, A. Uhlenbrock-Furst

MOTION: K. Sullivan moved to amend Appendix E of the Annual Report to add the following sentence.

“There were no parent, guardian, or any other group that filed a complaint with the SSCPS Board of Trustees pursuant to 604 CMR 1.09.” R. Samuels seconded.

Vote by individual roll call: T. Brown-Grier, T. Deveau B. Frost, N. Julien, J. Juste, K. Poudrier, R. Samuels, A. Sobers, K. Sullivan, A. Uhlenbrock-Furst All in favor; motion carried unanimously

MOTION: A. Uhlenbrock-Furst moved to adjourn the regular meeting. K. Poudrier seconded.

Vote by individual roll call: T. Brown-Grier, T. Deveau B. Frost, N. Julien, J. Juste, K. Poudrier, R. Samuels, A. Sobers, K. Sullivan, A. Uhlenbrock-Furst All in favor; motion carried unanimously

Meeting Adjourned at 3:35pm

Respectfully submitted:
Pam Algera

Approved: BoT 09/19/2024