

SOUTH SHORE CHARTER PUBLIC SCHOOL  
Board of Trustees Meeting  
October 10, 2024  
5:30pm

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), Natacha Julien (Clerk), Tracy Deveau, Nakeya Miller, Bruce Frost, Rowena Samuels, Willow Shinney-Kalafatas, Kate Trowbridge, Alisha Uhlenbrock-Furst

**Remote participation:** Katy Sullivan (Vice Chair), Ken Poudrier (Treasurer)

**In absentia:** Andrew Sobers, Tiffany Brown-Grier, Jerry Ford

**Also in attendance:**

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

**Audience:**

**Remote Audience:** Nicole Reilly (AAF CPAs)

**Meetings documents:**

- Meeting Agenda
- Draft Minutes from prior meetings
- Executive Director Report
- Audit Documents and Debt Covenant report
- Charter Amendment Application

**Opening of Meeting:** J. Juste (Chair) called the meeting to order at 5:41pm

**Individual roll call:** J. Juste, K. Sullivan, N. Julien, T. Brown-Grier, J. Ford, B. Frost, W. Shinny-Kalafatas, A. Uhlenbrock-Furst

**Board Business**

**Approval of Minutes:**

**MOTION:** A. Uhlenbrock-Furst moved to approve the minutes from the September 19, 2024 Board Meeting. R. Samuels seconded

**Individual roll call:** J. Juste, K. Sullivan, K. Poudrier, N. Julien, T. Deveau (abstained), B. Frost, N. Miller, R. Samuels, W. Shinny-Kalafatas, K. Trowbridge, A. Uhlenbrock-Furst Motion carried

**MOTION:** K. Sullivan moved to approve the minutes from the Special Board meeting of July 8, 2024. K. Poudrier seconded

**Vote by individual roll call:** J. Juste, K. Sullivan, T. Deveau (abstained), R. Samuels, K. Trowbridge, A. Uhlenbrock-Furst, W. Shinny-Kalafatas (abstained) Motion carried

**Audit Presentation: K. Bingham introduced Nicole Reilly from AAF CPA's**

- FY24 Independent Financial Audit Presentation by AAF

- Conducted audit with a clean report for both the school and foundation with DESE and Federal audit standard were conducted
- Additional compliance testing. Nutrition program with a clean report with no finding
- Clean audit opinion was issued, no material weaknesses or significant deficiencies were identified
- FY24 was financial a good year \$1.5M increase and also increased the reserve from 4 month to close to 5 months
- Reimbursement for transportation was received in revenue and in the government grants. Plus increase in tuition rates. Able to maintain with exception of salary line due to grid increase
- Over all with ratios good financial position

**MOTION:** K. Poudrier to approve the recommendation of the Finance Committee and approve the FY24 Audit as presented. K. Trowbridge seconded

**Individual roll call:** J. Juste. N. Julien, T. Deveau, N. Miller, B. Frost, R. Samuels, W. Shinney-Kalafatas, K. Trowbridge, A. Uhlenbrock-Furst, K. Sullivan, K. Poudrier All in favor, motion carried unanimously

#### **FY24 SVB Private Debt Covenant Report - K. Bingham**

Reviewed the document that uses the audited report to the bank formate as a minimum enrollment requirement to stay in compliance with the loan forbearance.

**MOTION:** R Samuels moved to approve the debt covenant report as presented. K. Trowbridge seconded

**Individual roll call:** J. Juste. N. Julien, T. Deveau, N. Miller, B. Frost, R. Samuels, W. Shinney-Kalafatas, K. Trowbridge, A. Uhlenbrock-Furst, K. Sullivan, K. Poudrier All in favor, motion carried unanimously

#### **Executive Director School & Academic Report**

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

##### [Executive Director Report](#)

- There has been a lot happening at the school in the last 3 weeks. The Road Race was held and thanked everyone participated in a wonderful event
- The College Board has awarded the school with two distinctions. The AP Access Award recognizes SSCPS as providing all students the chance to participate in AP including students in underrepresented populations. The school also received the Gold AP 2024 Honor Roll. We received the gold recognition in college culture and college credit and platinum in recognition of the college optimization category. The last two enrollment increases allowed the school to expand the AP program and college awareness and acceptances.
- Holocaust Guest Speaker, Werner Salinger: On October 3 our school community was honored by the visit of guest speaker Werner Salinger who shared his Holocaust experience with our students in grades 8 and 10. Mr. Salinger visited our school last year as a guest speaker and has come back to share his story with even more of our students.
- The SSCPS Annual Road Race was a splendid success. This year 150 runners and walkers made their way through Wompatuck State Park supporting our school with every step. As we celebrate 30 years, we remain honored by members of our Foundation, Board of Trustees, and alumni who were in attendance.
- MCAS results/reports were released on September 24. The results were reviewed with several graphs for ELA, Math, and Science for grades 3-8 and grade 10. Reviewed the sub-groups by students with disabilities, non-disabled students, high needs students, students in EL program, students by race/ethnicity. Refer to the Executive Director report for the detailed graphs.
- Enrollment: current enrollment is 1060. Student withdrawal number from Spring/Summer 2024 to October 7, 2024 is 125. Analysis of withdrawal data will be in the November Executive Director Report. Enrollment season begins November 1, 2024. Enrollment Open House is November 14, 2024.

### **Real Estate (Executive Session)**

Chair called an Executive Session for the purpose of discussing possible real estate transactions, which discussing in open meeting may have a detrimental effect on the negotiating position. Chair invited A. Savage, K. Bingham, J. McSheffrey, P. Algera. M. Tondorf. Board will reconvene regular meeting after adjourning the Executive Session

**MOTION:** A. Uhlenbrock-Furst moved to enter into Executive Session for the purpose of discussing possible real estate transactions, which discussing in open meeting may have a detrimental effect on the negotiating position. K. Poudrier seconded

**Individual roll call:** J. Juste. N. Julien, T. Deveau, N. Miller, B. Frost, R. Samuels, W. Shinney-Kalafatas, K. Trowbridge, A. Uhlenbrock-Furst **Remote participation:** K. Sullivan, K. Poudrier All in favor, motion carried unanimously

### **Charter Amendment**

- Reviewed the application for enrollment increase document
- Chair asked members to review the application

### **Parent Association - N. Miller**

- PA events held: Coffee on 9/20 good attendance of about 40 attendees. A Virtual Meet and Greet was held about 2 weeks later with good participation
- The Family Mentor Program only has about 6 parents. PA will reach out to A. Pepin
- Attended the Back to School nights and playgroups over the summer
- K. Bingham attended the meeting this past week which was really helpful. PA would like to have Board or Faculty members to attend for information to parents
- PA website to be updated; PA directory; sharing / volunteering opportunities
- Looking to fill Level III and IV vacancy; vote and decide by October 29

### **Committee Reports:**

#### **Faculty:** K. Trowbridge reported

- Level I: Farm visits are well underway. Students enjoy the responsibilities they receive while on the farm.
- Level II: The first community outing will be happening tomorrow. This is when we bring some of our special needs students out into the community to practice skills that they have been working on within the class. Tomorrow they will go apple picking and discuss weight and money.
- Level III: Gearing up for our annual pumpkin carving activity- pumpkins get displayed at the NewEngland WildLife Center. 5th grade are wrapping up their first units and working hard on projects in History and Science to wrap up those units
- Level IV: The 8th graders are studying the Holocaust in ELA and reading The Diary of a Young Girl by Anne Frank. Last week, Holocaust Survivor, Werner Salinger, visited SSCPS and shared his story with all 8th and 10th graders. Students loved meeting Werner and hearing about his personal experiences. Also, on Level IV Angie Williamson started a new School Store Project. Her students are hoping to get the "Charter Cafe" up and running on October 22nd which all Level IV students and staff are excited about! Level IV hosted their first Student vs Teacher Game of the school year. They played kickball in the recess area. Students and teachers alike love engaging in these types of community-building activities. The teachers were victorious!
- High School: Transition 1 & 2 have begun their outings to Easter Seals at the Bridge Center, working on understanding non-verbal communication and using soft skills through equine therapy.
- Best Buddies completed their kickoff fundraiser and will have a Jeopardy tournament beginning in October.
- NHS Induction Ceremony is Tuesday, October 22nd. We have 31 inductees
- PSAT for Juniors Oct 18th

- Curry College will be at the school on Tuesday October 15 for an On The Spot application process. Seniors who qualify will receive word that they will be accepted to Curry College

### **Afterschool Enrichment Program**

The after school enrichment program kicked off on Tuesday, October 7th, and students were buzzing with excitement! From hands-on activities to creative challenges, the program offers a variety of engaging opportunities designed to inspire and expand learning beyond the classroom. Students eagerly dove into their first sessions, ready to explore new skills, collaborate with peers and have fun while learning. We are looking forward to seeing their enthusiasm grow throughout the program! Thanks to everyone who made this first day a success!!

### **Cultural Diversity Workshop**

The High School Cultural Diversity Workshop is excited to collaborate with the lower school to celebrate Hispanic Heritage Month. As part of this initiative, high school students have researched various traditional Hispanic games and will be teaching 3rd graders how to play them. This interactive event not only fosters cultural appreciation but also encourages cross-grade collaboration, helping younger students learn about and enjoy the rich diversity of Hispanic cultures through play.

### **Students:** W. Shinn-Kalafatas report

- Spirit week last year of October
- Homecoming tentative date of December 12
- Hygiene Drive
- Student board morning announcements have begun
- PSAT testing and NHS Induction Ceremony

### **Finance:** K. Poudrier reported

- Nothing more to report
- K. Poudrier thanked K. Bingham for the audit work and for keeping everyone updated

### **Development:** A. Uhlenbrock-Furst reported

- Committee has been meeting and have agreed on some goals
- Work on the school fundraising policy
- Exploring grant opportunities
- Evaluate structure of foundation and fundraising
- Examine funding

### **Governance:** N. Julien reported

- Committee met and working on by laws working on succession planning and the complaint procedure
- Document is in the Governance folder for review and feedback

### **Personnel:** T. Deveau reported

- Met on Tuesday
- Executive Director Evaluation - Summative is draft is being completed and will be distributed to the full Board for vote at the November meeting
- Draft will be ready to view before the November meeting
- Board By laws in review
- Executive Director contract will need to be reviewed with work over this year
- Next meeting October 29

### **Ad Hoc Facilities - no report**

**Audience:** Public Comment

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

Meeting Adjourned at 7:40pm

Respectfully submitted:

Pam Algera

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Approved: 11/07/2024