

SOUTH SHORE CHARTER PUBLIC SCHOOL

Board of Trustees Meeting

November 7, 2024

5:30pm

DRAFT

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), Ken Poudrier (Treasurer), Natacha Julien (Clerk), Tiffany Brown-Grier, Tracy Deveau, Jerry Ford, Rowena Samuels, Alisha Uhlenbrock-Furst

Remote participation:

In absentia: Andrew Sobers, Nakeya Miller, Bruce Frost, Willow Shinney-Kalafatas, Kate Trowbridge

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: K. Doble (Staff Accountant), Marissa (?), Sarah Fishkin, Walter Duncan, Ashley Mirabile, Stephanie Inniss, Rach Brodeur

Meetings documents:

- Meeting Agenda
- Draft Minutes from prior meetings
- FY26 Draft School Calendar
- Executive Director Goals
- Executive Director Evaluation
- Executive Director Report

Opening of Meeting: J. Juste (Chair) called the meeting to order at 5:44pm

Individual roll call: J. Juste, K. Sullivan, K. Poudrier, N. Julien, T. Brown-Grier, T. Deveau, J. Ford, R. Samuels, A. Uhlenbrock-Furst

Board Business

Approval of Minutes:

There was an edit made to the minutes to clarify the purpose of the October 10, 2024 Executive Session.

MOTION: K. Sullivan moved to approve the minutes as amended from the October 10, 2024 Board Meeting. seconded T. Deveau

Individual roll call: J. Juste, K. Sullivan, K. Poudrier, N. Julien, T. Brown-Grier (abstained), T. Deveau, J. Ford (abstained), R. Samuels, A. Uhlenbrock-Furst Motion carried

FY26 Academic Calendar Update - Review

Reviewed the proposed calendar. The calendar reflects the 183 days as negotiated by FASA. Vote to approve at the next Board meeting.

Executive Director Evaluation

The Executive Director Evaluation was reviewed by members of the Board.

MOTION: T. Deveau moved to approve the Executive Director Evaluation as presented. T. Brown-Grier seconded
Vote by individual roll call: J. Juste, K. Sullivan, K. Poudrier, N. Julien, T. Brown-Grier, T. Deveau, J. Ford, R. Samuels, A. Uhlenbrock-Furst Motion carried

Executive Director Goals

The Executive Director goals were reviewed by members of the Board. Modifications can be made as the year progresses. Some discussion regarding Goal 4 and adding two way communications. It was left unchanged..

MOTION: R. Samuels moved to approve the Executive Director goals as presented. T. Brown-Grier seconded
Vote by individual roll call: J. Juste, K. Sullivan, K. Poudrier, N. Julien, T. Brown-Grier, T. Deveau, J. Ford, R. Samuels, A. Uhlenbrock-Furst Motion carried

Enrollment Communication Plan - J. Juste reported

- Establish an Ad Hoc Institutional Growth, Communication, and Community Engagement Committee
- Reviewed the communication plan and [timeline](#) for implementation of the enrollment increase request.
- There was a message in this week's Weekly Update with communication to the community.
- Needs assessment survey for parents, fac/staff, and students middle school through high school. Launch survey tomorrow and open for one week for feedback. Reviewed the questions with the Board.
- Schedule community meetings in person and virtual. November 21 and December 2, tentatively.
- Ad Hoc Committee to meet November 19 and 26 to discuss process and review survey
- The project is based on real estate negotiations and the approval of the enrollment increase

MOTION: K. Poudrier moved to establish an Ad Hoc Communication and Growth Committee A. Uhlenbrock-Furst seconded

Vote by individual roll call: J. Juste, K. Sullivan, K. Poudrier, T. Brown-Grier, T. Deveau, J. Ford, R. Samuels, A. Uhlenbrock-Furst Motion carried

Board members interested in the communication committee: A.Uhlenbrock-Furst, N. Julien, R. Samuels, K. Trowbridge, T. Deveau, J. Juste

MOTION: K. Sullivan moved to confirm the nominations of A. Uhlenbrock-Furst, R. Samuels, K. Trowbridge, T. Deveau, N. Julien, J. Juste to the Ad Hoc Communications and Growth Committee J. Ford seconded
Vote by individual roll call: J. Juste, K. Sullivan, K. Poudrier, N. Julien, T. Brown-Grier, T. Deveau, J. Ford, R. Samuels, A. Uhlenbrock-Furst Motion carried

Executive Director School & Academic Report

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

[Executive Director Report](#)

- Our 2nd Literacy Lane was held and was very successful. Thank you to all who participated.
- The after school enrichment program is being well attended.
- Congratulations to 21 students who were awarded the John and Abigail Adams Scholarship
- Congratulations to the 31 students were inducted into the National Honor Society
- MCAS scores reviewed by subgroups for grade 3, grade 4, grade 5, grade 6
- Student Withdrawal Data: Reviewed the withdrawal numbers from 2021, 2022, 2023, 2024. Reviewed the reason for withdrawal. Board members requested data to break down by grade.
- Look at Chart Data and review comments as to the decisions to transfer/withdraw. Break out social and emotion going forward and include demographic breakdown.
- Current enrollment is 1064. Enrollment Open House to be held on November 14.

Parent Association - no report

- PA working on a fundraiser Raise Craze tracking acts of kindness. Money raised to fund field trips.

Committee Reports:

Faculty: J. Ford reported

- First grade classes conducted "Pumpkin Investigations" last week. They followed the scientific practices of observing, predicting and collecting data. They measured the circumference and height of their pumpkins, in inches and with cubes, estimated the number of seeds, scooped them out and did an experiment to see if the pumpkins floated or sank when placed in water. They all seemed very invested in their learning and fun was had by all!
- Level 2 did a group read aloud of Charlie and the Chocolate Factory by Roald Dahl and we're having our "One Level, One Book" celebration on Friday where we'll decorate the rooms and do some fun activities with regards to the story. Third grade has been working hard on the distributive property of multiplication, writing opinion paragraphs, and learning how government works.
- Level 3 social- Nov 15th
- Quarter 1 ended, new FITS beginning
- Snack Shack project has officially started and students are excited to be able to purchase snacks.
- As a school, We are excited to team up with Storybook Cove for our annual Kindergarten - 8th grade Book Fair November 12th - 14th. This is a great fundraiser for our school as a portion of the sales goes back to SSCPS.
- Communications classes walked over to 100 to give informational speeches to middle school classes to demonstrate an understanding of their audience in speech delivery.
- NHS Induction Ceremony took place on October 22nd. It is currently the largest group of students in the school's history with 45 members.
- The Best Buddies Workshop Jeopardy trivia competition has reached the Semi-Finals which started today. Finals should be held next week schedule permitting.

Students: No report

Finance: K. Poudrier reported

- Meeting next Tuesday, November 12 to approve minutes and review financials

Development: A. Uhlenbrock-Furst reported

- Met last week working through goals and establishing timelines

Governance: K. Sullivan reported

- Working on the By laws; the draft document is available for feedback

Personnel: T. Brown-Grier reported

- Next meeting December 3, 2020
- Executive Director contact

Ad Hoc Facilities - K. Poudrier

- Meeting scheduled for November 12 at 6:30pm to review next steps

Audience: Public Comment

Ashley Mirabile: Do we have a survey to new families of why they want to come to charter?

Meeting Adjourned at 7:48pm

Respectfully submitted:

Pam Algera

Approved: 12/05/2024