

SOUTH SHORE CHARTER PUBLIC SCHOOL
Board of Trustees Meeting
December 11, 2025
5:30 p.m.
Meeting held at 700 Longwater Drive, Norwell, MA 02061
Meeting available via Zoom

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

Trustees:

In attendance: Katy Sullivan (Vice Chair), Alisha Uhlenbrock-Furst (Treasurer), Tiffany Brown-Grier (Clerk), Tracy Deveau, Jerry Ford, Rowena Samuels

Remote participation: David Luu, Keisha O'Marde-Jack, Gerald Fernandez (6:26 p.m.)

In absentia: Jimmy Juste (Chair), Bruce Frost, Willow Shinney-Kalafatas, Andrew Sobers, 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), April Robino (Administrative Assistant)

Audience: N/A

Remote Audience: N/A

Meeting documents:

- [Meeting Agenda](#)
- [Draft minutes 11/13/25](#)
- [Executive Director Report](#)
- [FY27 Academic Calendar Drafts and Survey Results](#)
- [Financial Reports](#)

Opening of Meeting: K. Sullivan called the meeting to order at 5:42 p.m.

Individual roll call: K. Sullivan, A. Uhlenbrock-Furst, T. Brown-Grier, T. Deveau, D. Luu (remote), J. Ford, K. O'Marde-Jack (remote), Rowena Samuels

BOARD BUSINESS:

Approval of Minutes:

MOTION: K. Sullivan moved to approve the minutes from the Board meeting on 11/13/2025. T. Deveau seconded (with requested change made by K. Sullivan to language in Governance Committee meeting report)

Vote by individual roll call: K. Sullivan (aye), A. Uhlenbrock-Furst (aye), T. Deveau (aye), D. Luu (aye), J. Ford (aye), K. O'Marde-Jack (abstained), T. Brown-Grier (aye), R. Samuels (abstained).

6 in favor, 2 abstained. Motion carried.

SCHOOL & ACADEMIC REPORT:

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

ED Report 12112025

Current Events:

- Alicia reported on the death of former faculty member, Lennie Chin. Information regarding arrangements to be sent out at a later date.

Student Achievement:

- December is a busy month. Exciting new things coming up.
- Spanish Honor Society induction was held on 11/19/25. 15 students were inducted. Pictures from the event were included in this meeting's slide show presentation and linked in the Executive Director report.
- Alumni Day was held on 11/26/25. 40 alumni attended from many graduating years and shared information and experiences with current seniors.
- Over 150 students attended the Night of Code this past Monday.

Facilities Update:

- Not much to update on Foxrock progress. Waiting for construction to begin. Representatives of Foxrock said they are still in the permitting process and can't give a timeline until permits are secured. They indicated permitting is being held up by the town, but school/Board has received nothing in writing to that effect.
- Board would like Foxrock to provide something in writing or permission to contact town directly to get more information and a timeline.
- Teachers and facilities moved classrooms over Thanksgiving break. B space became available.
- Next step - **Katy** will speak with Alicia further on how to proceed with communicating with Foxrock/town regarding permitting and timeline.

Transportation Update:

- Working with First Student on route for new bus. Bus and driver secured. Looking for the least amount of disruption in route changes.
- Transportation survey sent out to families in Weekly Update and will be again weekly until 1/7/26. Holding two focus groups in January to talk about the transportation program and find out the needs for next year. Anticipate adding 2 more bus routes for next school year. 18 buses this year and anticipate 20 total for next year.
- Focus groups will be held via Zoom in morning and afternoon.. Will use data from survey to target questions for focus groups. Hoping families will let them know what they need. Survey will go from Survey Monkey - has translation ability through browser.
- Keisha wants to promote in PA meeting so families come to focus groups.

Withdrawal, Enrollment and Admissions:

- 5 year student withdrawal comparison presented in meeting's slide show presentation and linked in Executive Director report.
- 116 students withdrew in FY25 as of 10/1, with majority occurring over summer. Numbers down from last year.
- There was discussion about the categories/reasons for withdrawing and family comments from the exit surveys. Alicia will share family comments from the exit surveys with the Board.
- 1,135 current enrollment as of 12/1/25.

- Open House held on 11/20/25. Hosted 205 guests at 100, 76 guests at 700 for 6-8 grades, and 34 guests at high school. Thank you to the faculty and student reps. Registration is open, with 320 applications received so far and 34 being for siblings. Current students do not need to reapply.

FY27 Academic Calendar Drafts and Survey Results:

- The Board reviewed and discussed the differences between the 3 calendar options and the faculty voting and comments regarding options. Option 1 of the calendar was first choice for 48% of FASA.
- There was discussion of potentially adding a second parent/teacher conference day in the future.
- The Board voted on which calendar option to implement for FY27.

MOTION: A. Uhlenbrock-Furst moved to approve academic calendar Option 1 for FY27. R. Samuels seconded.

Vote by individual roll call: K. Sullivan (no), A. Uhlenbrock-Furst (aye), T. Brown-Grier (abstained), T. Deveau (aye), J. Ford (aye), R. Samuels (aye), D. Luu (aye), K. O'Marde-Jack (no), G. Fernandez (aye). **6 in favor, 2 against, 1 abstained. Motion carried.**

501(c)(3):

- This is an unresolved issue. The understanding was that PA was going to dissolve the entity. Annual reports and other documents have not been filed. The reason for the creation of the 501(c)(3) has been resolved.
- The Board is requesting the PA to dissolve it because it puts the school at risk.
- No transactions have been done under the entity and no annual reports filed.
- There is a possibility for involuntary dissolution by the State for not filing annual reports or paying fees.
- The Board will keep having discussions with the PA with the understanding that 501(c)(3) needs to be dissolved in some fashion, either by filing articles of dissolution or involuntary dissolution.
- Is there a way to have a fundraising platform that doesn't require an individual's SSN?

COMMITTEE REPORTS:

Parents Association: K. O'Marde-Jack reported.

- PA continues to schedule meetings with new principals to explore critical topics in spirit of transparency for families.
- Working to get an understanding of funds the school wants PA to contribute for transportation and field trips.
- Looking for ways to get parent support, including field trips, field days, pod parents (launched on 11/17).
- Working with Admin on Spring fair, shared costs, etc.

Faculty: J. Ford reported.

- Community Service workshop is holding a coat drive until January after the Christmas break. Boxes have been placed in the common areas of both the middle school and high school.
- The SSCPS holiday market is open to order holiday merchandise created by students in our learning service and transition classes. Faculty and staff can also bring in their holiday gifts to have wrapped by our students.
- December 12: Parent-Teacher Conferences
- December 16: NHS Holiday Rooms
- December 18: Winter Concert, Ensembles/HS Workshop @6pm, Hingham High School

- December 19: [Door Decorating/ Holiday Activity Rooms](#), Craft Day @100 ([student volunteers](#))
- The Video workshop produced their latest report that was shown at this meeting.

Students: No report.

Finance: K. Bingham reported.

- Finance Committee met on Tuesday and went over YTD July-Nov financials.
- An update was provided on the FY25 audit. The federal government did not release final compliance documents until a few weeks ago. Charter schools with single audits couldn't complete documents by the 10/31 deadline, so deadline was extended to 1/1 to upload documents. No additional audit requirements.
- Budget meetings have been scheduled for the off months.
- There was a review of the budget timeline for FY27.

Development: A. Uhlenbrock-Furst reported.

- No updates at this time.

Governance: K. Sullivan reported.

- Individuals who previously expressed interest in joining the Board have not yet submitted applications. Keisha will reach out to one of the individuals.
- Will be putting out communications about Board openings a few different ways, including Weekly Update, emails, social media pages, school's LinkedIn page, etc. Applications are due 1/31.
- Currently have 14 Board members and can have up to 18. Quorum is 8.
- School's website was updated yesterday to add David and Keisha as Board members.

Personnel: T. Brown-Grier reported.

- Personnel Committee continues to have discussions about health benefits.
- There will be a joint meeting with the Finance Committee in January to meet with the benefits broker.
- Salary grid and personnel guidelines to be discussed at next regular Personnel meeting.
- Dept Ed has issued new guidance regarding student competency determinations. Will update with more information later.

Ad Hoc Facilities: T. Deveau reported.

- There should be a Facilities meeting during budget process to determine projects.
- There is currently only one person on Facilities Committee and looking for other members to join.

Audience: Public Comment

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

Meeting Adjourned at 7:37 p.m.

Respectfully submitted: A. Robino

Approved: February 5, 2026