



MCCPS Board of Trustees

Monthly Board Meeting

Amended on January 25, 2019 at 9:25 AM EST

Date and Time

Tuesday January 29, 2019 at 7:00 PM EST

Location

MCCPS, Room 8L

Agenda

	Purpose	Presenter	Time
I. Opening Items			7:00 PM
A. Record Attendance and Guests		Paul Baker	
B. Call the Meeting to Order		Artie Sullivan	
C. Approve Minutes	Approve Minutes	Paul Baker	3 m
Meeting of Dec 18, 2018			
Approve minutes for Monthly Board Meeting on December 18, 2018			
II. Presentations			7:03 PM
A. Student Presentation	Discuss	Ellen Lodgen	5 m
Presentation made by MCCPS Students			
Members of the MCCPS 5th Grade			
B. PTO Liason	FYI	Artie Sullivan	5 m
PTO Liason			
III. Public Comment			7:13 PM
A. Public Comment	Discuss	Artie Sullivan	15 m
IV. Review of Previous Meeting Action Items			7:28 PM
A. Review of Previous Meeting Action Items	Discuss	Artie Sullivan	5 m
<ul style="list-style-type: none"> • Ellen to set up Development and Fundraising training for Board. <ul style="list-style-type: none"> • Board Training set for the December Board Meeting • Nominate Vice Chairs for subcommittees <ul style="list-style-type: none"> • Finance – Complete • Personnel - Complete 			

- Academic Excellence - complete
- Development - complete
- Communication and Community Development
- Strategic Planning
- Governance - complete
- Submit Subcommittee members for reappointment to the respective subcommittee.
 - Personnel - Complete
 - Governance - Complete
 - Development -
 - Communication
 - Finance - complete
 - Academic Excellence - Complete
 - Strategic Planning
- Identify potential candidates for the Board – Goal is 3 new members for SY 2018-2019. Areas that need representation on the board –
 - Alumni
 - Faculty/Staff
 - Community
 - Parents of families residing outside of Marblehead.
- Strengthen Subcommittees if needed
 - Communication and Development
- Review Documents located in Board Member Handbook Google Drive. Invitation sent by separate email.
 - Add documents that are needed.
- Clock – Award - payment
- Set date for June Board Retreat

V. Other Business

7:33 PM

A. Update on Board Goals for SY 2018-2019 Discuss Artie Sullivan 5 m

Goal-1 (Strategic Plan Implementation):

- Define and adopt a 5-year strategy plan that is fully aligned with the mission of MCCPS. To include full implementation of year-1 objectives as defined in the plan and staging for the subsequent year.

Goal-2 (Board Health & Sustainability)

- Continue to build and develop a strong and diverse board to ensure the long-term health and sustainability of MCCPS, through creative mentorship and training programs (in collaboration with governance committee). To include identification of 2-3 new board members SY 2018-2019.

Goal-3 (Communication and Community Development)

- Strengthen the engagement with key stakeholders (e.g. Head of School, Parents, Students, Educators, PTO and Community) to support the growth and development of MCCPs role within the community and enhance the ongoing school initiatives and fundraising efforts. To include fostering a strong working relationship between the Board of Trustees and HOS to drive implementation of the 2018 strategic plan and ensure the long-term success of MCCPS.

Goal-4 (Board Operational Excellence)

- Review and refine key policy documentation to ensure the long-term health and sustainability of MCCPS, including the adoption of a “board policy adoption policy. The Board should review significant policies on an ongoing basis.
- Formalize a succession plan for Executive Team and Committee Chairs including the identification and approval of Vice Chairs for each subcommittee; a succession plan for board members and board officers and a succession plan for the head of school and other key employees.

B. Strategic Planning Update Discuss Fred Ferris and Jen Jewell 5 m

C. Planning for SY 2019-2020 Discuss Artie Sullivan 3 m

Planning for upcoming SY 2019-2020

- 25th Anniversary Celebration
- Charter Renewal Application Process
 - Submit Charter Renewal Application by August 1, 2019
 - Preparation for 3-day Site Visit in Estimated Fall 2019
 - Prepare Accountability Plan Draft

D. HOS Search Discuss Artie Sullivan 30 m

Discussion on HOS Search progress

Personnel Committee provides information

VI. Committee Updates			8:16 PM
A. Governance Committee	Discuss	Nichole Thompson	5 m
B. Finance Committee	Discuss	Karl Smith	5 m
C. Personnel Committee	Discuss	Artie Sullivan	10 m
Policy for Hiring if a Potential Conflict of Interest			
Conflict of Interest submission by Robert Erbetta			
Head of School Oversight Committee			
D. Academic Excellence	Discuss	Sean Killeen	5 m
E. Development	Discuss	Ellen Lodgen	5 m
F. Strategic Plan Committee	Discuss	Fred Ferris and Jen Jewell	
G. Communications, and Community Relations Committee	Discuss	Ian Hunt	5 m
VII. HOS Report			8:51 PM
A. Monthly Report HOS to share monthly report.	FYI	William Sullivan	15 m
VIII. Public Comment			9:06 PM
A. Public Comment	Discuss	Artie Sullivan	5 m
IX. Board Member Comments and Resolutions			9:11 PM
A. Board Member Comments and Resolutions This is an opportunity for Board Member Comments and Resolutions	Discuss	Artie Sullivan	5 m
X. Closing Items			9:16 PM
A. Recap Action Items Clerk to review actions items, add any additional items discussed.	Discuss	Paul Baker	2 m
B. Meeting Evaluation Discuss how meeting went, did we stay on topic, meet goals, etc.	Discuss	Artie Sullivan	3 m
C. Adjourn Meeting	Vote	Artie Sullivan	