



# MCCPS Board of Trustees

## Monthly Board Meeting

Amended on February 26, 2019 at 2:16 PM EST

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### Date and Time

Tuesday February 26, 2019 at 7:00 PM EST

### Location

MCCPS, Room 8L

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### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>7:00 PM</b>
<b>A.</b> Record Attendance and Guests		Paul Baker	
<b>B.</b> Call the Meeting to Order		Artie Sullivan	
<b>C.</b> Approve Minutes	Approve Minutes	Paul Baker	3 m
Meeting of Dec 18, 2018			
<b>D.</b> Nomination of Stephen Veiga to the MCCPS Board of Trustees	Vote	Nichole Thompson	5 m
<b>II. Presentations</b>			<b>7:08 PM</b>
<b>A.</b> Student Presentation	Discuss	Ellen Lodgen	5 m
Presentation made by MCCPS Students			
Members of the MCCPS 5th Grade			
<b>B.</b> SEPAC Presentation	FYI	Ada Pouplard	10 m
SEPAC Presentation			
<b>III. Public Comment</b>			<b>7:23 PM</b>
<b>A.</b> Public Comment	Discuss	Artie Sullivan	15 m
<b>IV. Review of Previous Meeting Action Items</b>			<b>7:38 PM</b>

**A. Review of Previous Meeting Action Items**      Discuss      Artie Sullivan      5 m

- Development and Fundraising training for Board
- 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.
- Board Retreat - June 8th

**V. Other Business**

**7:43 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

<b>D. HOS Search</b>	Discuss	Artie Sullivan	20 m
Update on HOS Search progress			

**VI. Committee Updates** **8:16 PM**

<b>A. Governance Committee</b>	Discuss	Nichole Thompson	5 m
<b>B. Finance Committee</b>	Discuss	Karl Smith	5 m
<b>C. Personnel Committee</b>	Discuss	Artie Sullivan	10 m

**Policy for Hiring if a Potential Conflict of Interest - 2nd Reading**

**Head of School Oversight Committee - Jen and Karl**

**Acting Head of School Evaluation**

<b>D. Academic Excellence</b>	Discuss	Sean Killeen	5 m
<b>E. Development</b>	Discuss	Ellen Lodgen	5 m
<b>F. Strategic Plan Committee</b>	Discuss	Fred Ferris and Jen Jewell	
<b>G. Communications, and Community Relations Committee</b>	Discuss	Ian Hunt	5 m

**VII. HOS Report** **8:51 PM**

<b>A. Monthly Report</b>	FYI	William Sullivan	15 m
HOS to share monthly report.			

**VIII. Public Comment** **9:06 PM**

<b>A. Public Comment</b>	Discuss	Artie Sullivan	5 m
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**IX. Board Member Comments and Resolutions** **9:11 PM**

<b>A. Board Member Comments and Resolutions</b>	Discuss	Artie Sullivan	5 m
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This is an opportunity for Board Member Comments and Resolutions

**X. Closing Items** **9:16 PM**

<b>A. Recap Action Items</b>	Discuss	Paul Baker	2 m
Clerk to review actions items, add any additional items discussed.			
<b>B. Meeting Evaluation</b>	Discuss	Artie Sullivan	3 m
Discuss how meeting went, did we stay on topic, meet goals, etc.			
<b>C. Adjourn Meeting</b>	Vote	Artie Sullivan	