



# MCCPS Board of Trustees

## Monthly Board Meeting

Amended on June 25, 2019 at 4:26 PM EDT

### Date and Time

Tuesday June 25, 2019 at 7:00 PM EDT

### Location

MCCPS, Room 8L

### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>07:00 PM</b>
A. Record Attendance and Guests		Paul Baker	
B. Call the Meeting to Order		Artie Sullivan	1 m
C. Approve Minutes of Previous Meeting	Approve Minutes	Paul Baker	3 m
Approve Minutes from Board Meeting on May 28, 2019			
Approve minutes for Monthly Board Meeting on May 28, 2019			
D. Approve Minutes of Board Retreat	Approve Minutes	Paul Baker	3 m
Approve Minutes of Board Retreat, June 8, 2019			
Approve minutes for Annual Board Retreat on June 8, 2019			
<b>II. Public Comment</b>			<b>07:07 PM</b>
A. Public Comment	FYI	Artie Sullivan	5 m
Public Comment			
<b>III. Old Business</b>			<b>07:12 PM</b>
A. Review of Previous Meeting Action Items	Discuss	Artie Sullivan	5 m
<ul style="list-style-type: none"> <li>• Identify potential candidates for the Board – Goal is 3 new members for SY 2018-2019. Areas that need representation on the board –               <ul style="list-style-type: none"> <li>• Alumni</li> <li>• Parents of families residing outside of Marblehead.</li> </ul> </li> <li>• • Strengthen Subcommittees if needed</li> </ul>			

- Communication and Development
- Personnel
- Update Documents located in Board Member Handbook Google Drive.
  - Add documents that are needed.

#### IV. Board and HOS Goals

07:17  
PM

A. Review 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 initials 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. Board Goals SY 2019-2020                      Discuss      Artie Sullivan      10 m

1. Strategic Plan Implementation
  1. Implement 1st year goal of Strategic Plan
2. Board Health & Sustainability
  1. Strengthen Mentoring and Structure
  2. Board Composition & Membership
3. Development
  1. Funding Streams
  2. Grants & Fundraising
  3. Board Responsibility
4. Communication & Community Engagement
  1. Partnerships
  2. Opportunities
5. By-laws subcommittee

C. Committee Assignments                      Discuss      Artie Sullivan      5 m

Review Board Member Committee Assignments for SY 2019-2020

	Chair	2nd Board
Governance	Karl	Paul
Finance	Rudi	Rich
Personnel	Artie	Peter Cheney
Academic Ex	Jess	Ellen
Communication	Ian	Jess

Strategic Plan Development Fred Ellen Becca Stephen

D. Goals for HOS - SY19-20 Discuss Artie Sullivan 10 m

- Discussion of Goals for HOS for 19-20

**V. Charter Renewal Application 07:47 PM**

A. Charter Renewal Application Vote Artie Sullivan 30 m

Vote on Charter Renewal Application

**VI. Committee Updates 08:17 PM**

A. Governance Committee Discuss Paul Baker 5 m

B. Finance Committee Discuss Karl Smith 10 m

Vote to approve adding the following signatories to the East Boston Savings Bank Operation Account effective July 1, 2019

- Dr Peter Cohen, Head of School
- Mr Rudolph Herve, Treasurer

Vote to remove the following signatories to the East Boston Savings Bank Operation Account effective July 1, 2019

- Mr William Sullivan, Acting Head of School
- Mr Karl Smith, Treasurer

C. Personnel Vote Artie Sullivan 5 m

**Policy for Head of School Oversight Committee - Second Reading**

D. Academic Excellence Discuss Sean Killeen 5 m

E. Development Discuss Ellen Lodgen 5 m

F. Strategic Planning Discuss Fred Ferris and Jen Jewell 5 m

G. Communication and Community Relations Discuss Ian Hunt 5 m

H. Charter Renewal Discuss Artie Sullivan

**VII. New section 08:57 PM**

A. Monthly HOS Report FYI William Sullivan 15 m

HOS to share Monthly Report

**VIII. New section 09:12 PM**

A. Public Comment Discuss Artie Sullivan 5 m

**IX. Board Member Comments and Resolutions 09:17 PM**

A. Board Member Comments and Resolutions Discuss Artie Sullivan 5 m

**X. Closing Items 09:22 PM**

<b>A. Recap Action Items</b>	Discuss	Paul Baker	5 m
<b>B. Meeting Evaluation</b>	Discuss	Artie Sullivan	
<b>C. Adjourn Meeting</b>	Discuss	Artie Sullivan	