



# MCCPS Board of Trustees

## Board of Trustees Monthly Meeting

Amended on July 30, 2019 at 8:36 PM EDT

### Date and Time

Tuesday July 30, 2019 at 7:00 PM EDT

### Location

MCCPS, 17 Lime St, Marblehead MA

### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>7:00 PM</b>
Opening Items			
<b>A. Record Attendance and Guests</b>		Karl Smith	
<b>B. Call the Meeting to Order</b>		Artie Sullivan	
<b>C. Approve Minutes</b>	Approve Minutes	Karl Smith	3 m
Meeting of June 25, 2019			
Approve minutes for Monthly Board Meeting on June 25, 2019			
<b>D. Approve Minutes</b>	Approve Minutes	Karl Smith	3 m
Approve Minutes of May 15, 2019			
Approve minutes for HOS Contract Vote on May 15, 2019			
<b>II. Public Comment</b>			<b>7:06 PM</b>
<b>A. Public Comment</b>	Discuss	Artie Sullivan	10 m
<b>III. Review of Previous Meeting Action Items</b>			<b>7:16 PM</b>

	Purpose	Presenter	Time
A. Review of Previous Meeting Action Items	Discuss	Artie Sullivan	

- Development and Fundraising training for Board
- Identify potential candidates for the Board – Goal is 3 new members for SY 2019-2030.
  - Areas that need representation on the board –
    - ■ Alumni
    - 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

**IV. Other Business** **7:16 PM**

A. Board Goals for SY 2019-2020	Discuss	Artie Sullivan
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**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 (Development)**

1. Funding Streams
2. Grants & Fundraising
3. Board Responsibility

**Goal 4 (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 2019 strategic plan and ensure the long-term success of MCCPS.

**Goal-5 (Bylaws Review)**

B. Planning for SY 2019-2020	Discuss	Artie Sullivan
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Planning for upcoming SY 2019-2020

- 25th Anniversary Celebration
- Charter Renewal Application Process
  - Submit Charter Renewal Application by August 1, 2019 **Submitted**
  - Preparation for Site Visit week of Nov 4-8, 2019
  - Prepare Accountability Plan Draft
- Board Leadership and Committee Chairs for SY 19-20

	Purpose	Presenter	Time
• Bylaws Review			
<b>C. Review of Satisfaction Survey</b>	Discuss	Artie Sullivan	15 m
Satisfaction Survey Executive Summary			
<b>D. Annual Goal Setting for Head of School</b>	Vote	Artie Sullivan	15 m
DRAFT of HOS Goals for SY 2019-2020			
<b>E. Approve Annual Report</b>	Discuss	Artie Sullivan	15 m
Review Annual Report			
<b>V. Committee Updates</b>			<b>8:01 PM</b>
Board			
<b>A. Governance Committee</b>	Discuss	Karl Smith	5 m
<b>B. Finance Committee</b>	Discuss	Rudi Herve	5 m
<b>C. Personnel Committee</b>	Discuss	Artie Sullivan	15 m
<b>D. Academic Excellence</b>	Discuss	Jessica Xiarhos	5 m
<b>E. Development</b>	Discuss	Ellen Lodgen	5 m
<b>F. Strategic Plan Committee</b>	Discuss	Fred Ferris	5 m
<b>G. Communications, and Community Relations Committee</b>	Discuss	Ian Hunt	5 m
<b>H. Charter Renewal</b>	Discuss	Artie Sullivan	5 m
<b>VI. HOS Report</b>			<b>8:51 PM</b>
Academic Excellence Committee			
<b>A. Monthly Report</b>	FYI	Peter Cohen	15 m
HOS to share monthly report.			
<b>VII. Public Comment</b>			<b>9:06 PM</b>
<b>A. Public Comment</b>	Discuss	Artie Sullivan	5 m
<b>VIII. Board Member Comments and Resolutions</b>			<b>9:11 PM</b>

	<b>Purpose</b>	<b>Presenter</b>	<b>Time</b>
<b>A. Board Member Comments and Resolutions</b>	Discuss	Artie Sullivan	5 m

This is an opportunity for Board Member Comments and Resolutions

**IX. Closing Items**

**9:16 PM**

<b>A. Recap Action Items</b>	Discuss	Paul Baker	2 m
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Clerk to review actions items, add any additional items discussed.

<b>B. Meeting Evaluation</b>	Discuss	Artie Sullivan	3 m
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Discuss how meeting went, did we stay on topic, meet goals, etc.

<b>C. Adjourn Meeting</b>	Vote	Artie Sullivan	
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