



MCCPS Board of Trustees

Board of Trustees Monthly Meeting

Amended on February 21, 2020 at 2:04 PM EST

Date and Time

Tuesday February 25, 2020 at 7:00 PM EST

Location

MCCPS, 17 Lime St, Marblehead MA

Agenda

| | Purpose | Presenter | Time |
|--|-----------------|----------------|----------------|
| I. Opening Items | | | 7:00 PM |
| Opening Items | | | |
| A. Record Attendance and Guests | | Karl Smith | |
| B. Call the Meeting to Order | | Artie Sullivan | |
| C. Approve Minutes | Approve Minutes | Karl Smith | 2 m |
| Approve minutes for Board of Trustees Monthly Meeting on January 28, 2020 | | | |
| II. Public Comment | | | 7:02 PM |
| A. Student Presentation | Discuss | Ellen Lodgen | 10 m |
| 7th Grade Student Presentation | | | |
| B. Public Comment | Discuss | Artie Sullivan | 5 m |
| III. Review of Previous Meeting Action Items | | | 7:17 PM |
| A. Review of Previous Meeting Action Items | Discuss | Artie Sullivan | |
| <ul style="list-style-type: none"> • Development and Fundraising training for Board • Identify potential candidates for the Board – Goal is 3 new members for SY 2019-2020. Areas that need representation on the board – <ul style="list-style-type: none"> • Alumni • Parents of families residing outside of Marblehead. • Strengthen Subcommittees if needed <ul style="list-style-type: none"> • Communication and Development • Review Documents located in Board Member Handbook Google Drive. Invitation sent by separate email. <ul style="list-style-type: none"> • Add documents that are needed | | | |

IV. Board Annual Items

A. Upcoming Meeting Agenda Items

FYI

Artie Sullivan

- Feb – Review Charter Renewal Report
- March – Set up Satisfaction Survey, Set Annual Board Retreat Date
- April – HOS Goals Presentation
- May – HOS Annual Evaluation, Budget Adoption
- June – Annual Board Retreat
- July - Adopt Annual Report and Student Opportunity Act 3-year Plan, by July 31, Adopt Annual Board Goals
- August – Adopt HOS Goals, Open Annual Board Self Assessment
- Sept – Review Annual Board Self Assessment, Approve Committee Memberships and Vice-Chairs
- Oct – Adoption of the Annual Audit (must be done by Oct 31), MCAS Presentation
- Nov – Presentation on HOS Evaluation Process by the Personnel Committee, Adoption of the Strategic Plan,
- Dec –
- Jan – HOS Mid-year review

B. Board Goals for SY 2019-2020

Discuss

Artie Sullivan

Goal-1 (Strategic Plan Implementation):

- Define and adopt a 3-year strategic 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. **Adopted Nov-2019**

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 2019-2020.

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 initiatives 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)

V. HOS Report

7:17 PM

Academic Excellence Committee

A. Monthly Report

FYI

Peter Cohen

10 m

HOS to share monthly report.

VI. Other Business

7:27 PM

A. Development, and the Boards Role

Discuss

Susan Hauck

30 m

B. Charter Update

Discuss

Peter Cohen

5 m

Update on Charter Renewal and Enrollment Targets

VII. Committee Updates

8:02 PM

Board

A. Governance Committee

Discuss

Karl Smith

10 m

Update on member documentation

| | | | |
|--|---------|-----------------|----------------|
| B. Finance Committee | Discuss | Rudi Herve | 5 m |
| C. Personnel Committee | Discuss | Artie Sullivan | 5 m |
| D. Academic Excellence | Discuss | Jessica Xiarhos | 5 m |
| E. Development | Discuss | Ellen Lodgen | 5 m |
| F. Strategic Plan Committee | Discuss | Fred Ferris | 2 m |
| G. Communications, and Community Relations Committee | Discuss | Ian Hunt | 5 m |
| H. Charter Renewal | Discuss | Artie Sullivan | 2 m |
| I. BY Laws Task Force | Discuss | Stephen Veiga | 2 m |
| VIII. Public Comment | | | 8:43 PM |
| A. Public Comment | Discuss | Artie Sullivan | 5 m |
| IX. Board Member Comments and Resolutions | | | 8:48 PM |
| A. Board Member Comments and Resolutions | Discuss | Artie Sullivan | 3 m |
| This is an opportunity for Board Member Comments and Resolutions | | | |
| X. Closing Items | | | 8:51 PM |
| A. Recap Action Items | Discuss | Karl Smith | 2 m |
| Clerk to review actions items, add any additional items discussed. | | | |
| B. Meeting Evaluation | Discuss | Artie Sullivan | 3 m |
| Discuss how meeting went, did we stay on topic, meet goals, etc. | | | |
| C. Adjourn Meeting | Vote | Artie Sullivan | |