



MCCPS Board of Trustees

Monthly Board Meeting

Amended on December 18, 2020 at 10:26 AM EST

Date and Time

Tuesday December 22, 2020 at 7:00 PM EST

Location

Topic: Board Meeting

Time: 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

[https://us02web.zoom.us/j/3898394128?](https://us02web.zoom.us/j/3898394128?pwd=QndLYk9jVjcyNEJ5dXZGRWhnMDhSUT09)

[pwd=QndLYk9jVjcyNEJ5dXZGRWhnMDhSUT09](https://us02web.zoom.us/j/3898394128?pwd=QndLYk9jVjcyNEJ5dXZGRWhnMDhSUT09)

Meeting ID: 389 839 4128

Passcode: MCCPS

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. Accept Remote Participation	Vote	Artie Sullivan	3 m
In light of the ongoing COVID-19 coronavirus outbreak, Governor Baker issued an emergency Order on March 12, 2020, allowing public bodies greater flexibility in utilizing technology in the conduct of meetings under the Open Meeting Law. Can I get a motion to accept this Executive Order for this meeting of the Board of Trustees, on December 22, 2020.			
D. Approve Minutes	Approve Minutes	Karl Smith	2 m
Approve minutes for Monthly Board Meeting on November 17, 2020			

	Purpose	Presenter	Time
E. Approve Minutes	Approve Minutes	Karl Smith	3 m

Approve minutes for Special Meeting on December 1, 2020

II. Public Comment 7:08 PM

A. Public Comment	Discuss	Artie Sullivan	5 m
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III. Presentations 7:13 PM

A. Student Presentations	FYI	Artie Sullivan	15 m
B. PTO Liaison	FYI	Artie Sullivan	10 m

IV. Review of Previous Meeting Action Items 7:38 PM

A. Review of Previous Meeting Action Items	Discuss	Artie Sullivan	
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- Identify potential candidates for the Board – Goal is 3 new members for SY2020-2021.
 - Areas that need representation on the board –
 - Alumni
 - Parents of families residing outside of Marblehead.
 - Development
- Add communication with Marblehead Superintendent
- Charter amendment regarding enrollment - submitted to DESE for approval
- Board restricted funds
- Bylaws - submitted to DESE for approval

V. Board Annual Items

A. Upcoming Meeting Agenda Items	FYI	Artie Sullivan	
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- Jan – HOS Mid-year review
- Feb - Adopt School Calander
- March – Set up Satisfaction Survey, Set Annual Board Retreat Date, Presentation of HOS Annual Evaluation Form
- April – Presentation by HOS of Annual Goals
- May – HOS Annual Evaluation, Budget Adoption
- June – Annual Board Retreat
- July - Adopt Annual Report, 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, Presentation on HOS Evaluation Process by the Personnel Committee
- Nov – 2021, HOS Contract Renewal Notice
- Dec –

B. Board Goals for SY 2020-2021	Discuss	Artie Sullivan	
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- | | Purpose | Presenter | Time |
|---|---------|-----------|------|
| Goal-1 (Board Health & Sustainability) | | | |
| <ul style="list-style-type: none"> • 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 2020-2021. <ul style="list-style-type: none"> ◦ Identify key roles and skills, Development, HR, Attorney, Construction ◦ Identify key constituencies, Parents, Alumni | | | |
| Goal-2 (Development) | | | |
| <ol style="list-style-type: none"> 1. Funding Streams 2. Grants & Fundraising 3. Board Responsibility | | | |
| Goal 3 (Communication and Community Development) | | | |
| <ul style="list-style-type: none"> • 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 4 (Support given the "New Normal") | | | |
| <ul style="list-style-type: none"> • To support MCCPS with the "New Normal" for fulfilling the MCCPS Charter | | | |

VI. HOS Report			7:38 PM
A. Monthly Report	FYI	Peter Cohen	20 m
VII. Other Business			7:58 PM
A. Disclosure of Conflict of Interest Notice	Vote	Artie Sullivan	10 m
B. Presentation by Academic Excellence Committee	Discuss	Jessica Xiarhos	20 m
C. Presentation by Development Committee	FYI	Susan Hauck	20 m
D. Board Restricted Fund	Discuss	Artie Sullivan	5 m
VIII. Committee Updates			8:53 PM
A. Governance Committee	Discuss	Karl Smith	5 m
B. Finance Committee	Discuss	Rudi Herve	10 m
C. Personnel Committee	Discuss	Artie Sullivan	
D. Academic Excellence	Discuss	Jessica Xiarhos	
E. Development & Communications	Discuss	Paul Baker	
F. Strategic Plan Committee	Discuss	Rebecca Whidden	

	Purpose	Presenter	Time
G. Facilities Task Force	Discuss	Rebecca Whidden	15 m
H. Charter Renewal - On Hold until Charter Amendment Status Updates from DESE		Artie Sullivan	
I. By-Laws Task Force - On Hold until By-Laws Status Updates from DESE		Artie Sullivan	
IX. Public Comment			9:23 PM
A. Public Comment	Discuss	Artie Sullivan	5 m
X. Board Member Comments and Resolutions			9:28 PM
A. Board Member Comments and Resolutions	Discuss	Artie Sullivan	3 m
This is an opportunity for Board Member Comments and Resolutions			
XI. Closing Items			9:31 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	