



# MCCPS Board of Trustees

## Monthly Board Meeting

Amended on January 23, 2021 at 8:50 AM EST

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### Date and Time

Tuesday January 26, 2021 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

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### 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. Accept Remote Participation</b>   | 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.<br>Can I get a motion to accept this Executive Order for this meeting of the Board of Trustees, on January 26, 2021. |                 |                |                |
| <b>D. Approve Minutes</b>   | Approve Minutes | Karl Smith     | 2 m            |
| <b>II. Public Comment</b>   |                 |                | <b>7:05 PM</b> |

|  | Purpose | Presenter      | Time           |
|--|---------|----------------|----------------|
| A. Public Comment                                  | Discuss | Artie Sullivan | 5 m            |
| <b>III. Presentations</b>                          |         |                | <b>7:10 PM</b> |
| A. Student Presentations                           | FYI     | Artie Sullivan | 15 m           |
| <b>IV. Review of Previous Meeting Action Items</b> |         |                | <b>7:25 PM</b> |
| A. Review of Previous Meeting Action Items         | Discuss | Artie Sullivan |                |

- 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 |  |
| <ul style="list-style-type: none"> <li>• Feb - Adopt School Calander</li> <li>• March – Set up Satisfaction Survey, Set Annual Board Retreat Date, Presentation of HOS Annual Evaluation Form</li> <li>• April – Presentation by HOS of Annual Goals</li> <li>• May – HOS Annual Evaluation, Budget Adoption</li> <li>• June – Annual Board Retreat</li> <li>• July - Adopt Annual Report, by July 31, Adopt Annual Board Goals</li> <li>• August – Adopt HOS Goals, Open Annual Board Self Assessment</li> <li>• Sept – Review Annual Board Self Assessment, Approve Committee Memberships and Vice-Chairs</li> <li>• Oct – Adoption of the Annual Audit (must be done by Oct 31), MCAS Presentation, Presentation on HOS Evaluation Process by the Personnel Committee</li> <li>• Nov – 2021, HOS Contract Renewal Notice</li> <li>• Dec –</li> <li>• Jan – HOS Mid-year review</li> </ul> |         |                |  |
| B. Board Goals for SY 2020-2021  | Discuss | Artie Sullivan |  |

#### Goal-1 (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 2020-2021.
  - Identify key roles and skills, Development, HR, Attorney, Construction
  - Identify key constituencies, Parents, Alumni

#### Goal-2 (Development)

- |                         | Purpose | Presenter | Time |
|-------------------------|---------|-----------|------|
| 1. Funding Streams      |         |           |      |
| 2. Grants & Fundraising |         |           |      |
| 3. Board Responsibility |         |           |      |

**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 2019 strategic plan and ensure the long-term success of MCCPS

**Goal 4 (Support given the "New Normal")**

- To support MCCPS with the "New Normal" for fulfilling the MCCPS Charter

**VI. HOS Report 7:25 PM**

- |                   |     |             |      |
|-------------------|-----|-------------|------|
| A. Monthly Report | FYI | Peter Cohen | 20 m |
|-------------------|-----|-------------|------|

**VII. Other Business 7:45 PM**

- |  |      |                |      |
|--|------|----------------|------|
| A. HOS Mid-Cycle Report                        | Vote | Peter Cohen    | 30 m |
| B. MCCPS Schedule, 2021-2022                   | Vote | Peter Cohen    | 10 m |
| C. Adopt Board Restricted Fund - First Reading | Vote | Rodolphe Herve | 10 m |

**VIII. Committee Updates 8:35 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 | 5 m  |
| E. Development & Communications   | Discuss | Paul Baker      |      |
| F. Strategic Plan Committee   | Discuss | Rebecca Whidden |      |
| G. Facilities Task Force  | Discuss | Rebecca Whidden | 10 m |
| H. Charter Renewal - On Hold until Charter Amendment Status Updates from DESE |         | Artie Sullivan  |      |

**IX. Public Comment 9:05 PM**

- |                   |         |                |     |
|-------------------|---------|----------------|-----|
| A. Public Comment | Discuss | Artie Sullivan | 5 m |
|-------------------|---------|----------------|-----|

**X. Board Member Comments and Resolutions 9:10 PM**

|   | <b>Purpose</b> | <b>Presenter</b> | <b>Time</b> |
|---|----------------|------------------|-------------|
| <b>A. Board Member Comments and Resolutions</b> | Discuss        | Artie Sullivan   | 3 m         |

This is an opportunity for Board Member Comments and Resolutions

**XI. Closing Items**

**9:13 PM**

|                              |         |            |     |
|------------------------------|---------|------------|-----|
| <b>A. Recap Action Items</b> | Discuss | Karl Smith | 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 |  |
|---------------------------|------|----------------|--|