



# MCCPS Board of Trustees

## Board of Trustees Meeting

Published on September 20, 2024 at 8:02 PM EDT

Amended on September 23, 2024 at 1:21 PM EDT

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### Date and Time

Tuesday September 24, 2024 at 7:00 PM EDT

### Location

Hybrid Format:

- in person at MCCPS
- via Zoom at <https://us06web.zoom.us/j/98355446062?pwd=bVg2VzE4bEZUVXJqY0R4UIJnVmZ1dz09>

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### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>7:00 PM</b>
Opening Items			
<b>A.</b> Record Attendance and Guests		Ian Hunt	2 m
<b>B.</b> Call the Meeting to Order		Katie Holt	2 m
<b>C.</b> Public Comment	Discuss	Katie Holt	5 m
<b>II. Board Action Items</b>			<b>7:09 PM</b>
<b>A.</b> New Clerk Selection and Vote	Vote	Katie Holt	10 m

	Purpose	Presenter	Time
<ul style="list-style-type: none"> <li>• As Will Rockwell left last month, the BOT is in immediate need of a new clerk</li> <li>• nominations</li> <li>• vote</li> </ul>			
<b>B.</b> New Board Member Nomination and Vote	Vote	Polly Titcomb	10 m
<ul style="list-style-type: none"> <li>• Ellen Lodgen</li> </ul>			
<b>C.</b> Minutes to Approve: August	Approve Minutes	Katie Holt	8 m
<b>D.</b> Approve Minutes: July	Approve Minutes	Katie Holt	5 m
<b>E.</b> Approve Minutes: Board Retreat	Approve Minutes	Katie Holt	5 m
Approve minutes for Board of Trustees Retreat on June 15, 2024			
<b>III. Head of School Report</b>			<b>7:47 PM</b>
<b>A.</b> September Report	FYI	Stephanie Brant	20 m
<ol style="list-style-type: none"> <li>1. Enrollment/Staffing/Hiring</li> <li>2. June 2024 Parent Survey Results</li> <li>3. 2024 MCAS</li> <li>4. iReady schoolwide diagnostic results</li> <li>5. DESE site visit</li> <li>6. Learning Acceleration Network</li> <li>7. Misc Updates: <ol style="list-style-type: none"> <li>a. Enrichment Roll-out</li> <li>b. Athletics</li> <li>c. Launch of PALS</li> <li>d. Grade-level parent dinners</li> </ol> </li> </ol>			
<b>IV. Board Annual Items</b>			<b>8:07 PM</b>
<b>A.</b> Upcoming Agenda Items	Discuss	Katie Holt	5 m

**• Does a BoT member want to be charged with maintaining this?**

- 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 – HOS Contract Renewal Notice
- Dec –
- 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, Budget Adoption
- May – HOS Annual Evaluation
- June – Annual Board Retreat

<b>B.</b>	Board Goals	Discuss	Ian Hunt	5 m
	• continued discussion from last month			

<b>C.</b>	Board Self Assessment	Discuss	Jessica Xiarhos	5 m
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**V. Committee Updates 8:22 PM**

<b>A.</b>	Finance Committee	Discuss	Emily Promise	15 m
	<ul style="list-style-type: none"> <li>• Review of Finance Committee Documents</li> <li>• Relevant Discussion</li> <li>• Relevant Board votes as needed</li> </ul>			

<b>B.</b>	Governance Committee	FYI	Polly Titcomb	10 m
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<b>C.</b>	Personnel Committee	Discuss	Katie Holt	5 m
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<b>D.</b>	Academic Excellence	Discuss	Jessica Xiarhos	10 m
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	Purpose	Presenter	Time
<b>E.</b> Development & Communications	Discuss	Kimberly Nothnagel	10 m
<b>F.</b> DEI Committee	Discuss	Lindsay Smith	10 m
<b>VI. Public Comment</b>			<b>9:22 PM</b>
<b>A.</b> Public Comment	Discuss	Katie Holt	5 m
<b>VII. Closing Items</b>			<b>9:27 PM</b>
<b>A.</b> Recap Action Items	Discuss	Katie Holt	5 m
Clerk to review actions items, add any additional items discussed.			
<b>B.</b> Board Comments	FYI		5 m
<b>C.</b> Adjourn Meeting	Vote	Katie Holt	