



MCCPS Board of Trustees

Minutes

Board of Trustees Meeting

Date and Time

Tuesday March 27, 2018 at 7:00 PM

Location

MCCPS - 8th Grade Classroom

Trustees Present

Artie Sullivan, Ellen Lodgen, Ian Hunt, Jen Jewell, Karl Smith, Nina Cullen-Hamzeh, Paul Baker, Sean Killeen

Trustees Absent

Fred Ferris, Tony Palladino

Trustees who left before the meeting adjourned

Paul Baker

Guests Present

Cynthia Canavan, Katie Sullivan, Martin Trice, Nichole Thompson

I. Opening Items**A. Record Attendance and Guests****B. Call the Meeting to Order**

Jen Jewell called a meeting of the board of trustees of MCCPS Board of Trustees to order on Tuesday Mar 27, 2018 at 7:05 PM.

C. Approve Minutes

Jen Jewell made a motion to approve minutes.

Artie Sullivan seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. HOS Report

A. Monthly Report

HOS presented her monthly report.

Exhibition II was a success, in spite of the adverse weather conditions and postponement of the original date.

HOS to complete her Doctorate on 4/1/18 and present at Endicott on 4/17/18.

Grants from FMPS will be awarded in April.

HOS will hold Strategic Planning meetings with Marty Schneer, Maryann Perry and Chief Robert Picariello. Board members are welcome at the meetings.

Lifesaver training was conducted by MCCPS nurse, Lauren Donadio on 3/19/18 and greatly benefitted those staff who attended.

Penny Wars and Spirit week fundraisers will take place in April.

Judith Nunez will present her findings on student attrition at this evenings meeting.

Intent to return forms 2018/19: 13 students will not be returning. 18 students undecided. 1 advisory & 1 teaching assistant are undecided.

Admissions: 187 applications to date. 46 4th graders were sent "Golden Tickets", 37 accepted, 3 declined, 6 yet to rsvp.

Staffing: Interviews for an additional 5th grade Sped educator are ongoing, and 2nd interviews are scheduled for this week.

Paul Baker left.

III. Other Business

A. Head of School Evaluation - Review of process and timeline

There was a general discussion on the current year's plan and some information provided on how to update the next evaluation period (2018-2019 school year).

Pending: More Personnel meetings are planned to occur in May and then a presentation to the Board at May meeting.

Follow-up items:

- Determine what specific additional dates are needed - add this to calendar / schedule.

- Personnel Clerk, Katie Sullivan offered to meet with the two board members not able to attend this meeting - Fred Ferris and Tony Palladino.

IV. Committee Updates

A. Governance Committee

Governance Chair, Nichole Thompson updated the group on the following:

- Artie Sullivans' official approval by the state.
- Development of training materials for the Board retreat in June.
- New/updated on-boarding orientation information available to new board members.

B. Finance Committee

Finance Chair, Karl Smith, presented the final January financials and a review of some of the high level assumptions for the budget to be created for fiscal year 2018-2019. His plan is to present an initial draft of the budget at the April Board meeting and then have a final version presented to the Board to vote upon at the May Board meeting.

C. Personnel Committee

Personnel Chair, Artie Sullivan, provided a re-cap of the mid-cycle review and a brief overview of what to expect for the upcoming year-end review.

D. Academic Excellence

Academic Excellence Chair, Sean Killeen, spoke of the need to obtain more valuable feedback as well as opening up dialogue with all of the different MCCPS stakeholders.

E. Development, Communications, and Community Relations Committee

Martin Trice provided an update as to year-to-date participation and events to be held. A fundraising event is planned for Sunday 5/27/18 (Memorial Day weekend) which will be held at the National Grand bank's parking lot and will feature antique cars, lobster rolls and chowder. This is mostly a PR event and it is hoped that \$2,000 will be raised. Additionally, Martin noted that a phone campaign will be scheduled for the end of April or early May – more details (and a training session) will follow. Hoping to raise \$,8000 \$6,275 - undesignated funds have been raised to date.

The online auction raised over \$4K and helped to attract a greater audience.

In Fred Ferris' absence, Martin provided an update on the Strategic Planning meeting to be held April 2nd.

F. Strategic Plan Committee

See Development above.

V. Student Retention

A. Student Attrition and Retention Project Update

Student councillor, Judith Nunez, presented the board with an update regarding her ongoing work on a project designed to study and analyze student attrition.

Judith will provide another update at the April Board meeting and a full and final presentation at the May Board meeting.

VI. Public Comment

A. Public Comment

There were no public comments.

VII. Closing Items

A. Recap Action Items

B. Meeting Evaluation

The meeting went well. All topics were covered in a timely fashion.

C. Adjourn Meeting

Jen Jewell made a motion to adjourn the meeting.

Karl Smith seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:00 PM.

Respectfully Submitted,
Paul Baker