

APPROVED



**MCCPS**

## MCCPS Board of Trustees

### Minutes

#### Board of Trustees Monthly Meeting

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##### **Date and Time**

Tuesday October 29, 2019 at 7:00 PM

##### **Location**

MCCPS, 17 Lime St, Marblehead MA

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##### **Trustees Present**

Artie Sullivan, Ellen Lodgen, Ian Hunt, Jessica Xiarhos, Karl Smith, Paul Baker, Peter Cheney, Peter Cohen, Rebecca Whidden, Richard Doron, Rodolphe Herve, Stephen Veiga

##### **Trustees Absent**

Fred Ferris

##### **Trustees who arrived after the meeting opened**

Ian Hunt, Peter Cheney, Richard Doron

##### **Guests Present**

Doris Hasbun de Hawthorne, Jeremy Bumagin

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#### **I. Opening Items**

##### **A. Record Attendance and Guests**

In addition to the PTO representatives there were at least 3 additional guests present, however a listing of names for attendance was not distributed / maintained.

**B. Call the Meeting to Order**

Artie Sullivan called a meeting of the board of trustees of MCCPS Board of Trustees to order on Tuesday Oct 29, 2019 at 7:05 PM.

**C. Approve Minutes**

Rebecca Whidden made a motion to approve minutes.

Rodolphe Herve seconded the motion.

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

**D. Approve Minutes - Charter Renewal Meeting**

Stephen Veiga made a motion to approve minutes from the Charter Renewal Meeting on 10-22-19.

Paul Baker seconded the motion.

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

**II. Public Comment**

**A. Student Presentation**

Student council members presented an overview of the structure and how the overall student government organization operates with a brief outline of the different positions, the timing of elections and requirements to be followed.

They explained the different activities and functions performed by the group.

Peter Cheney arrived.

Ian Hunt arrived.

Richard Doron arrived.

**B. PTO Liason**

Jeremy Bumagin updated the board on the successful Halloween dance held and expressed his gratitude to Doris an excellent job organizing and supporting the function.

With upcoming events such as 'Penny Wars' - now linked to spirit days - the team is hoping to generate some renewed enthusiasm and additional participation from parents.

The PTO is also looking to help promote additional involvement by defining a new strategy for delegation and well defined, achievable assignments for parents.

**C. Public Comment**

There were no public comments at this time

**III. Review of Previous Meeting Action Items**

#### **A. Review of Previous Meeting Action Items**

All of the ongoing initiatives and activities were briefly reviewed and current status presented by Artie Sullivan.

Please refer to the agenda for all of the specific items covered.

#### **IV. Yearly Meeting Agenda Items**

##### **A. Upcoming Meeting Agenda Items**

The upcoming schedule of board meetings and anticipated agenda items were noted by Artie Sullivan. There are several significant items such as the HOS evaluation training and presentation of the strategic plan were two major items of focus.

For a complete listing, please refer to the agenda.

#### **V. Other Business**

##### **A. Board Goals for SY 2019-2020**

Board Chair, Artie Sullivan walked through each of the board goals listed for school year 2019-2020 and provided current commentary to the group.

##### **B. Planning for SY 2019-2020**

The primary discussion point for the school year was the anticipated site visit from DESE. However, Artie Sullivan and Dr. Cohen walked the group through the entire listing of items shown on the agenda.

##### **C. Adoption of MCCPS Strategic Plan, 2020-2023**

The draft Strategic Plan was reviewed by the group with Becca Whidden explaining the origins of the existing plan and how it has been evolving. It was agreed that the anticipated vote would need to be delayed until more refinements can be made and proofreading performed.

Extensive discussion ensued with several board members expressing their opinions and thoughts on the plan overall.

Peter Cohen also urged that the document be considered more of a 'living' plan that could be amended or refined through the school year specifically based on the results of the report expected from DESE. He believes this can be accomplished while maintaining and honoring the work already performed to date.

Stephen Veiga made a motion to Postpone the vote for the strategic plan to November meeting.

Paul Baker seconded the motion.

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

#### **D. MCCPS MCAS Presentation**

Peter Cohen presented the Accountability Data for 2019. He walked through the presentation included within the agenda in great detail highlighting key areas and answering numerous questions by the group.

Dr. Cohen explained how the results were the second year of the 'next generation' of testing methodologies and provided his thoughts and opinions on how comparisons are relatively challenging with only 2 years' worth of data.

One area of concern based on the results was the 8th grade math program. It appears the curriculum being covered in the 8th grade has gone beyond the level the test was covering and that unfortunately the topics were not aligned well to reflect MCCPS' students' comprehension of the subjects.

One additional suggestion from the group was to more clearly align exhibition work with the concepts and topics covered in the testing.

#### **E. Annual Audit**

Rudi Herve presented the annual audit results and independent auditors' report to the board.

Not only was the opinion clean, but there were no findings for the year under audit. Rudi expressed his thanks to Jeff Barry and commended him on his professionalism.

Ellen Lodgen made a motion to Accept the report as presented the auditor Daniel Dennis and Co.

Karl Smith seconded the motion.

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

### **VI. Committee Updates**

#### **A. Governance Committee**

Karl Smith provided an update noting the progress with the following areas:

- Mentoring
- Exit interviews
- Recruiting efforts
- Board member composition - pending term ends

## **B. Finance Committee**

Rudi Herve reviewed the monthly statements, highlighting the updates to the budget based on enrollment figures noting the reimbursement figures are expected to be updated as that information is processed by the state.

## **C. Personnel Committee**

Artie Sullivan updated the board on the recent personnel committee meeting.

He noted the following key areas:

- The committee is working to tying the HOS goals to board evaluation process
- Discussions with Dr. Cohen to ensure the monthly HOS report - show progress on those goals
- Katie Sullivan is scheduled to conduct board training during the November meeting for HOS evaluation process

As a final note, Artie urged all of the committee chairs to seek out additional involvement by parents.

## **D. Academic Excellence**

Jessica Xiarhos updated the board on the recent meetings held by Academic Excellence.

She noted the following items:

- A 'road map' is being developed to help guide the educators on the vision of the committee and how they believe excellence is obtained.
- Overall use of Map goals, my way and other tools
- Use of the results of the Charter renewal process to pinpoint topics / bullet points for exhibition assessments - meeting expectations
- Use of project goals / rubrics - and specifically project essentials to drive professional development days to determine if they are effective.

## **E. Development**

Ellen Lodgen updated the board on the progress being made by the development committee.

The conversation focused on the calendar raffle and the planning for the big 25th anniversary event

The tentative date for the celebration is April 4th with the location to be 17 Lime Street.

## **F. Strategic Plan Committee**

See earlier discussion - update previously provided.

## **G. Communications, and Community Relations Committee**

Ian Hunt updated the board on the communication and community relations committee. He noted that a schedule was created and the team is working to ensure those meetings are properly posted.

He also indicated that Susan Haulk has joined the committee and the group is focusing on improving the overall parent experience.

There was much discussion on technologies and use of social media and the need for some updates and enhancements to existing platforms.

## **H. Charter Renewal**

The renewal process was covered in detail earlier in the meeting.

## **I. BY Laws Task Force**

Stephen Viega updated the board on the progress made by the By-Laws task force, noting the meetings held to date have been well attended and productive.

The group expects to have a red-lined, updated version within the next few months.

## **VII. HOS Report**

### **A. Monthly Report**

Dr. Peter Cohen reviewed his monthly HOS report in detail. Please refer to that attachment for more details.

## **VIII. Public Comment**

### **A. Public Comment**

There were no comments from the public.

## **IX. Board Member Comments and Resolutions**

### **A. Board Member Comments and Resolutions**

Artie Sullivan praised Bill Sullivan for his efforts throughout the last calendar year and requested the board recognize him for his ongoing commitment.

Ellen Lodgen also noted the upcoming veterans day program on November 8th has been very successful in the past and urged all to attend if possible.

## **X. Closing Items**

### **A. Recap Action Items**

Artie Sullivan urged all board members to work with their mentees / mentors and at minimum open the online handbook and review some of the items included.

### **B. Meeting Evaluation**

Although lengthy, the board believed much was accomplished during the meeting.

### **C. Adjourn Meeting**

Stephen Veiga made a motion to adjourn the meeting.

Richard Doron 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,  
Karl Smith

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## **Documents used during the meeting**

- Copy of Strategic\_Plan\_WORKING COPY\_RW.pdf
- MCAS 2019 - MCCPS.pdf
- Marblehead Exit, 2019.pdf
- FY19 draft audit - Copy.pdf
- MCCPS Financials, Sept-19.pdf
- HOS Report to Board of Trustees 10\_22\_19.pdf