APPROVED



MCCPS Board of Trustees

Minutes

Board of Trustees Monthly Meeting

Date and Time
Tuesday February 25, 2020 at 7:00 PM

Location
MCCPS, 17 Lime St, Marblehead MA

Trustees Present
Artie Sullivan, Ellen Lodgen, Ian Hunt, Jessica Xiarhos, Karl Smith, Paul Baker, Peter Cheney, Peter Cohen, Richard Doron, Stephen Veiga

Trustees Absent
Fred Ferris, Rebecca Whidden, Rodolphe Herve

Guests Present
Alf Wilson, Carol McEnaney, Felice Kachinsky Stubbs, Susan Hauck

I. Opening Items

A. Record Attendance and Guests

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 Feb 25, 2020 at 7:03 PM.

C. Approve Minutes

Stephen Veiga made a motion to approve the minutes from Board of Trustees Monthly Meeting on 01-28-20.
Paul Baker seconded the motion.
Approved contingent to the update of Alf Wilson's full name.
The board **VOTED** unanimously to approve the motion.

II. Public Comment

A. Student Presentation

The 7th grade senators, Liora and Kirby presented the trustees with an update of their ongoing projects and school initiatives.
They highlighted exhibition projects, field trips, extracurricular activities, and community involvement.
The students also engaged the board with various observations and impressions of the school.
Trustees expressed their appreciation for the students' involvement and interest in school government.

B. Public Comment

4th grade, part-time teacher, Felice Stubbs spoke at length regarding the Head of School's decision to not renew her contract for the 2020-2021 school year and highlighted her contributions and accomplishments. She urged the board to reconsider this decision and become involved in this personnel matter (which is expressly prohibited in the Charter).

III. Board Annual Items

A. Upcoming Meeting Agenda Items

B. Board Goals for SY 2019-2020

Artie Sullivan walked through the primary goals - highlighting the key areas:

- Strategic plan
- Health and sustainability
- Bylaws

Ellen Lodgen suggested that the trustees begin to look at the schedule and select a few possible retreat dates sooner rather than later.
The general consensus focused on June 6th or 13th
And it was noted, the date could be influenced by the location selected.

IV. HOS Report

A. Monthly Report

Dr. Cohen reviewed his written update in detail. Highlighting key aspects and expanding when questions were raised.

Key topics included:

- Charter renewal
- Staffing updates including Principals and School Adjustment Counselors
- Enrollment - and some potential adjustments to grade sections
- Next year's calendar

V. Other Business

A. Development, and the Boards Role

Susan Hauk provided the trustees with an update on the state of the development committee and related efforts for the school year.
She provided some general background as to her previous experience, and what she believed should be the areas of focus and attention as the school moves froward.
She is looking to bring a consistent, clear message and keep people engaged in the school.
As part of this, Susan has been evaluating various tracking and software tools to facilitate the efforts.
The 25 year anniversary was discussed along with some ideas to not only raise money, but build the community aspect.
Additionally she talked about working more with the PTO.
She noted that the committee is now meeting every Thursday to keep current and active with development efforts.

B. Charter Update

Discussed earlier in the meeting - no additional information provided.

VI. Committee Updates

A. Governance Committee

Karl Smith provided an update regarding the Governance Committee.
The focus of the group has been to review and updated the bylaws and they have been going through the wording very meticulously with an eye to adapt and streamline to current practice.

B. Finance Committee

The general overview of financial matters is that sources and uses of funding has been primarily on track. The DESE reimbursement figures have now caught-up with the enrollment figures, and based on the reduced student population, the amounts will be trending lower for the remainder of the school year.
The team has done a fantastic job in curtailing costs and keeping the financials 'in the black'
Jeff Barry, Peter Cohen, Richard Doron, and Rudy Herve will be working together to draft a budget for the next school year, and are looking to have an initial draft available for the March meeting.
It was noted that the walk-in cooler compressor needed to be replaced and this was an unexpected cost.

C. Personnel Committee

Peter Cohen and Artie Sullivan provided an update.
In light of some of the proposed staffing / supervisory role changes, the committee determined it would be appropriate for Matt Cronin to complete a disclosure form to ensure the state was informed of his ongoing relationship with Ms. Hale. If certain staffing changes are made, the form may be required and will prompt accommodations.

Artie Sullivan made a motion to Take the Cronin / Hale disclosure form to submit to the state for their information and review.
Ellen Lodgen seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Academic Excellence

E. Development

F. Strategic Plan Committee

G. Communications, and Community Relations Committee

Ian Hunt provided an update noting that he has been following up with newspaper editors and making progress.

H. Charter Renewal

I. BY Laws Task Force

VII. Public Comment

A. Public Comment

No public comment at this time

VIII. Board Member Comments and Resolutions

A. Board Member Comments and Resolutions

Notices:

- All members were invited to attend the schedule Board on Track training on March 11th at 12:15 PM
- Friday, Feb 28th is early release day and lunch will be provided to the staff to celebrate the successful renewal of the charter
- March 6th - grandparents day

IX. Closing Items

A. Recap Action Items

B. Meeting Evaluation

There was some discussion regarding the student government / senator presentations. Depending on specific scheduling concerns, a decision was made to have the presentations during every other meeting.

C. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:40 PM.

Respectfully Submitted,
Karl Smith
Ian Hunt made a motion to adjourn.
Peter Cohen seconded the motion.
The board **VOTED** unanimously to approve the motion.

Documents used during the meeting

- BOT-index-report_2019-20_v0.1.pdf
- HOS Report to Board of Trustees 2_19_20.docx
- Marblehead Charter School 2020-2021 Calendar.pdf
- MCCPS-Jan-2020-Financial Statements v1.pdf
- Cronin Hale Disclosure Form.pdf