APPROVED

MCCPS Board of Trustees

Minutes

Governance Monthly Meeting

Date and Time
Tuesday July 7, 2020 at 7:00 PM

Location
https://us02web.zoom.us/j/84327407591?pwd=ei9mRzl2QU9OM1E1d2xMRnU3YmJEUT09

July Governance Meeting:

Join Zoom Meeting
https://us02web.zoom.us/j/84179925999?pwd=QTZSRlBhc0FteFBrek9rNkpTSVgzZz09

Meeting ID: 841 7992 5999
Password: 006377

Committee Members Present
Christopher Riegle (remote), Cynthia Canavan (remote), Karl Smith (remote), Kay O'Dwyer (remote), Paul Baker (remote), Peter Cohen (remote)

Committee Members Absent
Elizabeth Burns, Jeanne Smith

I. Opening Items

A. Record Attendance

B.

Call the Meeting to Order

Karl Smith called a meeting of the Governance Committee of MCCPS Board of Trustees to order on Tuesday Jul 7, 2020 at 7:08 PM.
Karl Smith made a motion to Accept the Governor's executive order allowing for remote meetings.
Paul Baker seconded the motion.
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. This committee makes a motion to accept this Executive Order for this meeting of the Governance Committee, on July 7, 2020
The committee **VOTED** to approve the motion.

Roll Call	
Paul Baker	Aye
Karl Smith	Aye
Jeanne Smith	Absent
Christopher Riegle	Aye
Elizabeth Burns	Absent
Kay O'Dwyer	Aye
Cynthia Canavan	Aye

C. Approve Minutes

Paul Baker made a motion to approve the minutes from Governance Monthly Meeting on 06-02-20.
Kay O'Dwyer seconded the motion.
The committee **VOTED** to approve the motion.

Roll Call	
Karl Smith	Aye
Elizabeth Burns	Absent
Christopher Riegle	Aye
Jeanne Smith	Absent
Cynthia Canavan	Aye
Kay O'Dwyer	Aye
Paul Baker	Aye

II. Governance Matters

A. Board Meeting Update

Paul Baker updated the Governance Committee on the latest Board meetings. In order of occurrence, the 3 hour retreat (first of two meetings) held on Saturday, June 13th.

He highlighted the topics covered, including (but not limited to):

- MCCPS by-laws
- Board committee goals
- Job descriptions
- Development efforts
- Voting of the Officers and Chairs
- Re-opening scenarios - 3 standard

Additionally Mr. Baker provided the update for the Board of Trustees meeting held on June 30th.

For this meeting, Paul and Dr. Cohen provided their insights on the following topics covered during that meeting:

- HOS report
- Development
- Results of the teacher and parent surveys
- Enrollment estimates
- Charter renewal remediation item (incorporate Nahant and Swampscott into 'district')

Based on some questions and requests posed by the group, Dr. Cohen noted he will approach the superintendents of both towns and plan meetings within the next few weeks.

B. Board Composition

The group reviewed the recent developments to the team including the departure of Steven Viega and Fred Ferris, along with the pending term expiration of Ellen Lodgen and Ian Hunt - both in October 2020.
Additional discussions surrounded the potential candidates based on the interest they have expressed.

Specifically the following individuals were reviewed:

- Ndak Toure
- James Rogers
- Alf Wilson

It was noted that the group should consider searching for a new Chair of Development to replace Ms. Lodgen when her term expires.

C. By-Laws Update

Based on the remaining open items regarding the Charter By-Laws checklist that was circulated in advance of the meeting, the group discussed in detail the proposed responses and updates.

Each item was reviewed and deliberated with suggested edits being updated on the latest draft by-laws document.
As not all members were able to re-read the updated document entirely, it was suggested that Governance hold a special meeting next week in order to vote on, (hopefully) approve the document, and send it along to the Board of Trustees for their review and approval, and have that provided at least two weeks in advance of the next scheduled Board retreat / meeting.
Karl Smith made a motion to Schedule a special meeting of Governance Committee to review and approve the final draft of the updated by-laws to presentation to the Board of Trustees. Proposed date: Thursday, July 16th - 7 PM.
Paul Baker seconded the motion.
The committee **VOTED** to approve the motion.

Roll Call	
Paul Baker	Aye
Cynthia Canavan	Aye
Jeanne Smith	Absent
Christopher Riegle	Aye
Karl Smith	Aye
Elizabeth Burns	Absent
Kay O'Dwyer	Aye

D. Review of Proposed Calendar

Special meeting now scheduled for Thursday, July 16th - 7 PM (15 minutes)

August 4th - 7 PM - plan is to conduct potential Board member interviews on prospective candidates.

September - Board handbook / orientation
October - Review of BOT / binder.
Any additional areas of training to be considered as needed / identified.

III. Other Business

A. Planning for future meeting

B. Board training discussion / planning

Some suggestions regarding the August 1st board retreat included training for Open Meeting Laws -
Possibly requesting from the Essex county Attorney General's office training or the availability of a recorded session.
Additionally the group considered contacting BOT - maybe they can provide some training to the Board.

Karl Smith made a motion to adjourn the meeting.
Kay O'Dwyer seconded the motion.
The committee **VOTED** to approve the motion.

Roll Call	
Kay O'Dwyer	Aye
Paul Baker	Aye
Christopher Riegle	Aye
Elizabeth Burns	Absent
Jeanne Smith	Absent
Karl Smith	Aye
Cynthia Canavan	Aye

IV. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:30 PM.

Respectfully Submitted,
Karl Smith

Documents used during the meeting

- MCCPS Trustees Composition Report-May-2020.docx