APPROVED

MCCPS Board of Trustees

Minutes

Governance Monthly Meeting

Date and Time
Tuesday October 6, 2020 at 7:00 PM

Location
remote via Zoom

October Governance Meeting:

Join Zoom Meeting
https://zoom.us/j/94188545183?pwd=bDlnc29CYTRodXV5cys3WmQxeXdldz09

Meeting ID: 941 8854 5183
Passcode: MCCPS

Committee Members Present
Cynthia Canavan (remote), Elizabeth Burns (remote), Karl Smith (remote), Kay O'Dwyer (remote), Paul Baker (remote)

Committee Members Absent
Jeanne Smith

Ex Officio Members Present
Peter Cohen (remote)

Guests Present
Jim Gaudette (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Governor's emergency order
Karl Smith made a motion to Accept the executive order.
Paul Baker seconded the motion.
The committee **VOTED** to approve the motion.

Roll Call	
Cynthia Canavan	Aye
Jeanne Smith	Absent
Elizabeth Burns	Aye
Paul Baker	Aye
Kay O'Dwyer	Aye
Peter Cohen	Abstain
Karl Smith	Aye

Karl Smith called a meeting of the Governance Committee of MCCPS Board of Trustees to order on Tuesday Oct 6, 2020 at 7:00 PM.

C. Approve Minutes

Cynthia Canavan made a motion to approve the minutes from Governance Monthly Meeting on 09-15-20.
Karl Smith seconded the motion.
The committee **VOTED** to approve the motion.

Roll Call	
Elizabeth Burns	Aye
Jeanne Smith	Absent
Karl Smith	Aye
Paul Baker	Aye
Cynthia Canavan	Aye
Peter Cohen	Abstain
Kay O'Dwyer	Aye

II. Governance Matters

A. Board Meeting Update

Paul Baker and Dr. Cohen provided a detailed review of the latest board meeting as well as Peter's Head of School monthly report. Please see the HOS memo for more details.

Peter then fielded some questions from the committee members including the following:

- Maintaining teacher availability should any 'outbreaks' occur
- Funding for COVID testing (nothing definitive from the state)
- Continuation of remote scenario if needed

B. Board Composition

The latest composition memo was reviewed and it was noted that there are currently three (3) open seats on the board, with one available to a teacher or staff member of the school.

Board member Ian Hunt has committed to a second term, and the group discussed potential updates to the process where board members conduct a self evaluation annually and at the time of any potential renewal of a term, implementing a required 'statement of intent' as to why the board member wishes to renew their term.
Potential board member candidates were discussed in more detail, and forwarding some relevant information was noted.

The group discussed with Paul Baker the possibility of taking over the chair position on the Development Committee, to which he agreed, noting he would like to remain on Governance as well.

C. Review calendar items for coming months

The most pressing need identified was the required ethics training for the new members and those board members who have not yet completed that. Note that this training must be performed every other year.
Also discussed was the requirement for posting publicly all meetings and related information.

We then went through the calendar and planned items for each month.

III. Other Business

A. Planning for future meeting

For the future meetings, the group briefly discussed new board member training and on-boarding.

Follow-up suggested - look into available resources at the Massachusetts Attorney General's office.

B. Board training discussion / planning

It was suggested that we attempt to open up new member training to all board and sub-committee members.

IV. Closing Items

A. Adjourn Meeting

Karl Smith made a motion to adjourn the meeting.
Elizabeth Burns seconded the motion.
The committee **VOTED** to approve the motion.

Roll Call	
Kay O'Dwyer	Aye
Jeanne Smith	Absent
Cynthia Canavan	Aye
Paul Baker	Aye
Elizabeth Burns	Aye
Peter Cohen	Abstain
Karl Smith	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:50 PM.

Respectfully Submitted,
Karl Smith