APPROVED

MCCPS Board of Trustees

Minutes

Board of Trustees Monthly Meeting

Date and Time
Tuesday June 30, 2020 at 7:00 PM

Location
Join Zoom Meeting
https://us04web.zoom.us/j/3898394128?pwd=QndLYk9jVjcyNEJ5dXZGRWhnMDhSUT09
Meeting ID: 389 839 4128
Password: MCCPS

Trustees Present
Artie Sullivan (remote), Ellen Lodgen (remote), Jessica Xiarhos (remote), Karl Smith (remote), Paul Baker (remote), Peter Cheney (remote), Peter Cohen (remote), Rodolphe Herve (remote)

Trustees Absent
Ian Hunt, Rebecca Whidden, Richard Doron

Guests Present
Caro, Carol McEnaney (remote), NDack Toure (remote), Susan Hauck (remote)

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 Jun 30, 2020 at 7:03 PM.

C. Accept Remote Participation

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 Board of Trustees, June 30, 2020.
Karl Smith made a motion to accept the above language.
Paul Baker seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
Peter Cohen	Aye
Ian Hunt	Absent
Rodolphe Herve	Aye
Jessica Xiarhos	Aye
Artie Sullivan	Aye
Karl Smith	Aye
Ellen Lodgen	Aye
Peter Cheney	Aye
Richard Doron	Absent
Paul Baker	Aye
Rebecca Whidden	Absent

D. Approve Minutes

E. Approve Minute of June 13, 2020 Board Retreat

II. Public Comment

A. Public Comment

Artie requested public comment - none noted

III. Review of Previous Meeting Action Items

A. Review of Previous Meeting Action Items

The group touched upon the following action items:

- Identification of candidates for board
- Communication with Marblehead Public School Administrators
- Enrollment at MCCPS

- Board restricted funds as a percentage of any surplus to create a board restricted fund

IV. Board Annual Items

A. Upcoming Meeting Agenda Items

Future meeting agenda items include:

- Adopting the annual report
- Student opportunity - August 15th deadline. This needs to be approved in July - Peter will provide an update during future meetings
- July 28th or special meeting before that.
- August 1st - retreat
- August 25th

B. Board Goals for SY 2019-2020

The discussion focused on recruitment efforts on key roles and skills such as lawyers, parents, alumni, etc. and finalizing the by-laws.

C. Board Goals for SY 20-21

Everyone is ok with goals as is, but will look at the next meeting to approve

V. HOS Report

A. Monthly Report

Dr. Peter Cohen provided the monthly HOS update covering all of the items included within his memo. Please refer to that document for all of the details.

VI. Other Business

A. Review of Community and Staff Satisfaction Survey

Dr. Cohen went through the results and his executive summary highlighting some key points. He challenged the board to review the information in more detail and pose any questions.
His overall take on the results was there is general satisfaction with the school and personnel.

Peter also provided some general comments on the status of the facilities and ongoing efforts to clean and prepare for re-opening.

B. Reopening Procedures

The re-opening discussion covered several topics, understanding that the state has not finalized all of the requirements and detailed plans.

Some specific areas covered include:

- Logistics of lunch - bagged or boxed - safety procedures
- Classrooms and anticipated social distancing guidelines
- Remote learning - "Schooligy" (enhanced Google classroom)
- Grants - FEMA
- Need for deferred maintenance
- New phone system
- Cleaning service and supplies needed
- Updates to faucets and other 'no touch' items
- Art and music classes

C. Review of Proposed MCCPS Bylaws

Karl Smith noted that the Governance Committee is scheduled to meet in a week and the goal is to have the final draft by-laws available for the Board to review and approve.

D. Charter Ammendmetion Application

Peter has had conversations with the state and will be pulling together the document, reviewing the language and refining the application.

VII. Committee Updates

A. Governance Committee

By-laws is the primary concern and a draft will be made available at the next meeting.
Artie noted that open meeting law training for retreat in August is being considered / pursued.

B. Finance Committee

Rudie noted that at the last meeting, they did not have a quorum - but that the last month was somewhat uneventful (fortunately).
He conveyed the good news that through 11 months of the school, the finances were favorable and it appears the school should see a surplus once the full year is complete.
He complimented Jeff Barry and Peter Cohen for making great progress and work on containing the costs.
Jeff will be preparing the annual report information for further review and external audit.

C.

Personnel Committee

Artie Sullivan noted the committee is working on policy, Peter's goals, and updates to the HOS succession plan.

D. Academic Excellence

No meeting since board retreat - nothing substantive to report

E. Development

Ellen Lodgen noted that Peter had covered most of the details within his HOS update.
She also indicated the goals have been sent for review.
Susan Hauch noted she is using the summer time available to tackle some of the bigger initiatives in an effort to have a successful September / return to school (hopefully).
She is looking forward to connecting with parents, collaborating with PTO, and working with school ambassadors.
Additionally she noted several of her plans for expanded and enhanced communications.

F. Strategic Plan Committee

The group has focused on the roof and potential approaches to updating or replacing this significant item.

G. Communications, and Community Relations Committee

No significant update at this time.

H. Charter Renewal

Nears completion - looking to dissolve task force soon.

I. BY Laws Task Force

This topic has been previously covered, however once the draft is presented to the board, this task force will also be dissolved.

VIII. Public Comment

A. Public Comment

None

IX. Board Member Comments and Resolutions

A. Board Member Comments and Resolutions

The group agreed that despite all of the challenges faced, it was a great 2019 - 2020 school year.

Peter noted that he started less than a year ago, has had an amazing journey where he has learned much, and that he is looking forward to better things to come.

X. Closing Items

A. Recap Action Items

Karl Smith - Governance and by-laws.
Training for board retreat
Adopt goals in July meeting (try to adopt Peters at same time)
Public notice
Succession plan - personnel
Board restricted funds
Annual plan - 31st of July - along with amendment

B. Meeting Evaluation

Stayed on topic / on task.
Meet goals of meeting? Yes

Ellen Lodgen made a motion to Adjourn.
Paul Baker seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
Jessica Xiarhos	Aye
Ellen Lodgen	Aye
Ian Hunt	Absent
Peter Cohen	Aye
Paul Baker	Aye
Peter Cheney	Aye
Richard Doron	Absent
Karl Smith	Aye
Artie Sullivan	Aye
Rodolphe Herve	Aye
Rebecca Whidden	Absent

C. Adjourn Meeting

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

Documents used during the meeting

- HOS Report to Board of Trustees 6_24_20.pdf
- Fundraising, Rental, Alt Funding Sources FY20 - Fundraising Revenue Summary FY 20.pdf
- StaffSurvey2020.pdf
- ParentSurvey2020.pdf
- DESE Initial Fall Reopening Guidance vFF.pdf
- May-20.pdf