

APPROVED



## MCCPS Board of Trustees

### Minutes

#### Monthly Board Meeting

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

Tuesday March 30, 2021 at 7:00 PM

##### **Location**

Topic: Board Meeting

Time: 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/3898394128?pwd=QndLYk9jVjcyNEJ5dXZGRWhnMDhSUT09>

Meeting ID: 389 839 4128

Passcode: MCCPS

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##### **Trustees Present**

Artie Sullivan (remote), Ian Hunt (remote), James Rogers (remote), Jessica Xiarhos (remote), Karl Smith (remote), NDack Toure (remote), Paul Baker (remote), Peter Cheney (remote), Peter Cohen (remote), Rebecca Whidden (remote), Richard Doron (remote), Rodolphe Herve (remote)

##### **Trustees Absent**

*None*

##### **Guests Present**

Andrea Barlow (remote), Carol McEnaney (remote), Connie DeBoever (remote), Elizabeth Burns (remote), Francie King (remote), Hillary Emerson (remote), Jessica Gelb (remote), Katherine Koch (remote), Katie Sullivan (remote), Kim Sullivan (remote), Kimberly Sullivan (remote), Laurie Stolarz (remote), Robert Erbeta (remote), Ronald's iPad (remote), Sarah's iPhone, Susan Hauck (remote), Wendy Roworth (remote), Will Rockwell (remote), Xhazzie Kindle (remote)

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## 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 Mar 30, 2021 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 would like to accept this Executive Order for this meeting of the Board of Trustees, on March 30, 2021.

Paul Baker made a motion to adopt the Governor's motion and hold the meeting remotely.

James Rogers seconded the motion.

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

#### Roll Call

|                 |         |
|-----------------|---------|
| Rodolphe Herve  | Aye     |
| Peter Cheney    | Aye     |
| Karl Smith      | Aye     |
| James Rogers    | Aye     |
| Paul Baker      | Aye     |
| Rebecca Whidden | Aye     |
| NDack Toure     | Aye     |
| Ian Hunt        | Aye     |
| Richard Doron   | Aye     |
| Peter Cohen     | Aye     |
| Artie Sullivan  | Aye     |
| Jessica Gelb    | Abstain |
| Ellen Lodgen    | Absent  |
| Jessica Xiarhos | Aye     |

### D. Approve Minutes

Rebecca Whidden made a motion to approve the minutes from Monthly Board Meeting on 03-02-21.

Paul Baker seconded the motion.

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

#### Roll Call

|                |     |
|----------------|-----|
| Ian Hunt       | Aye |
| Artie Sullivan | Aye |

**Roll Call**

|                 |     |
|-----------------|-----|
| James Rogers    | Aye |
| Peter Cheney    | Aye |
| Richard Doron   | Aye |
| Rebecca Whidden | Aye |
| Peter Cohen     | Aye |
| Jessica Xiarhos | Aye |
| Paul Baker      | Aye |
| NDack Toure     | Aye |
| Karl Smith      | Aye |
| Rodolphe Herve  | Aye |

**II. Public Comment**

**A. Public Comment**

Artie Sullivan provided the opportunity for anyone comment.  
There were no comments noted.

**III. Presentations**

**A. Student Presentations**

Artie noted that the team wasn't able to assemble a group to present at this time given the current schedule and constraints. The team hopes to resume student presentations next month.

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

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

Mr. Sullivan noted that the goal of growing the board and finding new members with certain skill sets is ongoing  
The facilities committee has found new members and the progress is favorable.  
Will Rockwell, a MCCPS alum is interested in joining the team and this is considered a bright spot.  
The Board has officially designated a restricted fund from surplus, which is also one of the board objectives which has been met.  
Lastly, the approval of the bylaws is also complete.

**V. Board Annual Items**

**A. Upcoming Meeting Agenda Items**

For the next few months, the board is expected to review the HOS evaluation process and proceed with that exercise, plan for the Board retreat and focus on refining agenda items, take a look at the ValEd and BOT evaluations before they are sent out. In addition, the approval in the budget must be accomplished over the next two to three months.

**B. Board Goals for SY 2020-2021**

Artie Sullivan noted that the group continues to work on health and sustainability. The Development Committee has been planning and preparing for a few fundraising events.

Communication and community development has been ongoing.

Artie noted that the school would be transitioning into the 'New Normal' and most will be returning to full time next Tuesday.

**VI. HOS Report**

**A. Monthly Report**

Dr. Cohen reviewed his report in detail and provided his insights and commentary throughout the presentation.

Several questions were posed and he provided additional feedback.

Phase 4 and the return to school in the fall were discussed in more detail.

**VII. Other Business**

**A. HOS Annual Evaluation Training**

Katie Sullivan from the Personnel Committee presented her annual training on reviewing and preparing the HOS summative evaluation and explained how to properly fill out and complete the entire appraisal. She highlighted the checklist to be used and then the overall rating at the end of the section.

Surveys open by end of the week. BOT first and then ValEd with code - both blind surveys

**B. MCCPS Staffing Updates**

Peter discussed his staffing updates.

Guidance counselor resigned this month.

Also on staff is a school adjustment counselor - Jessica Roy - stepped up and has been wonderful.

Funding options were discussed.

Several questions were posed and Peter responded to them.

**C. Set Date for Board Retreat**

Tentatively set for Saturday June 12th.

Start at 9 AM - consider location - starting point is virtual, but if location is available, start thinking about agenda items

A little more on open meeting laws

Electing officers - clerk for one year.

Up for election next year.

Peter would like to spend time on facilities

Share out work

Guess is 2 sessions if conducting virtual

TJ - retreat agenda point - Teaching Force could be presented.

Send along ideas for retreat.

**VIII. Committee Updates**

**A. Governance Committee**

Karl Smith provided a brief synopsis on the last Governance meeting noting that the group was looking at procedural updates to renewing board members, updating the charter and interviewing new candidates.

**B. Finance Committee**

Rudi - start with budget

Legal expense is budgeted at 10K - there is no indication of the need for additional allocation for legal costs.

Tracking in-line with expectations, budget is going along smoothly. Rudi indicated that the results so far are favorable despite all of the challenges faced.

**C. Personnel Committee**

Still working on policies - will come back to committee.

**D. Academic Excellence**

Nearly finished will all of the components.

Next step to review with faculty what will be the end product.

**E.**

## **Development & Communications**

Paul and then Susan.

Asked to share the document about an update.

Fundraising activity

Lower contributions than expected. Looking for more participation. Hoping to raise up that number.

Big Spring fundraising event - virtual event - Peter and Susan talked with Brian Burns.

Looking to make this a fun night.

On-line auction - increase number of items - looking forward to having a great event

Goal is \$30K - ticket sales.

Focus on sponsorships from businesses and families. Trying to build connections.

Rotarians - unique programming

Navigator fund = annual fund. shift over

## **F. Strategic Plan Committee**

Becca presented the update for Strategic Planning.

Mural, facade, etc. Great group. Working to develop plans.

Draft mission statements - looking for feedback.

Contribute to creative

## **G. Facilities Task Force**

## **H. Charter Renewal -**

## **IX. Closing Items**

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

### **B. Meeting Evaluation**

Many thoughts and perspectives.

### **C. Adjourn Meeting**

Karl Smith made a motion to Adjourned meeting.

Rebecca Whidden seconded the motion.

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

#### **Roll Call**

Richard Doron     Aye

Karl Smith         Aye

Rebecca Whidden Aye

**Roll Call**

|                 |     |
|-----------------|-----|
| Peter Cohen     | Aye |
| Paul Baker      | Aye |
| Artie Sullivan  | Aye |
| Ian Hunt        | Aye |
| Peter Cheney    | Aye |
| NDack Toure     | Aye |
| Rodolphe Herve  | Aye |
| James Rogers    | Aye |
| Jessica Xiarhos | Aye |

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 10:10 PM.

Respectfully Submitted,  
Karl Smith

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**Documents used during the meeting**

- HOS Report to Board of Trustees 3\_30\_21.pdf
- Head of School Evaluation Year End Form, 2021 template.docx
- HOS Summative Evaluation Checklist.docx
- Staffing Updates 2021-2022.pdf
- Feb\_FinCom\_notes.pdf
- Feb 2021 - Financials.pdf
- FY22\_Proposed\_Operating\_Budget\_V3.0.pdf