

APPROVED



## MCCPS Board of Trustees

### Minutes

#### Monthly Board Meeting

---

##### Date and Time

Tuesday April 27, 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

---

##### Trustees Present

Artie Sullivan (remote), James Rogers (remote), Jessica Gelb (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

Ian Hunt

##### Guests Present

Alma Gaunt (remote), Andrea Barlow (remote), Carol McEnaney (remote), Elizabeth Burns (remote), Ellen Lodgen (remote), Georgia Marshall (remote), Hilary Emerson Lay (remote), Jeff Barry (remote), John Steinberg (remote), Katie Sullivan (remote), Laura McKown (remote), Laura Moran (remote), Molly Wright (remote), RG's phone (remote), Robert Erbetta (remote), Susan Hauck (remote), Will Rockwell (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 Apr 27, 2021 at 7:01 PM.

### C. Accept Remote Participation

Karl Smith made a motion to Accept the Governor's order and hold the meeting remotely.  
Rebecca Whidden seconded the motion.  
The board **VOTED** to approve the motion.

#### Roll Call

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

### D. Approve Minutes

Rebecca Whidden made a motion to approve the minutes from Monthly Board Meeting on 03-30-21.  
Paul Baker seconded the motion.  
The board **VOTED** to approve the motion.

#### Roll Call

Rebecca Whidden	Aye
Peter Cohen	Aye
Karl Smith	Aye
NDack Toure	Aye
Paul Baker	Aye
Artie Sullivan	Aye
Jessica Gelb	Abstain
Peter Cheney	Aye
James Rogers	Aye

**Roll Call**

Jessica Xiarhos	Aye
Ian Hunt	Absent
Rodolphe Herve	Aye
Richard Doron	Aye

**II. Public Comment**

**A. Public Comment**

No public comments at this time.

**III. Presentations**

**A. Student Presentations**

6th grade presenters were introduced by their teacher, Jessica Xiarhos.

The students explained their studies and curriculum highlights.

Provided highlights and details of what they are learning during this school year.

The students were very articulate and well spoken.

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

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

Looking for board members and Will Rockwell has joined us.

Bringing on 3 new members - well on our way.

**V. Board Annual Items**

**A. Upcoming Meeting Agenda Items**

HOS annual review.

Survey data.

Budget adoption - may be tonight

June annual retreat

July goals

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

Ongoing - working towards meeting all of the goals

**VI. Other Business**

**A. HOS Annual Goals Presentation**

Peter provided his "Evidence for Evaluation" - Head of School presentation.

Talked about experiences to date and some of the major highlights - and darker spots.

Goal 1 - develop leadership team.

Restructured team last year - looking to spend summer preparing and calibrating team, but difficult to focus when considering challenges faced with pandemic response.

Defined roles and responsibilities

Spoke highly of the work Matt and Andrea have accomplished.

Also he praised Jeff Barry for his diligence and willingness to do whatever it takes to keep the school running smoothly and within budget.

Susan has been growing her role as Development Director.

Peter also spent some time highlighting the work performed by his administration team-members: Lauren Donadio, School Nurse, Washington Ponciano, Facilities, Danette Russo, Director of Food Services, and Beth Taranto, Admissions.

Goal 2 - Criteria for Excellence - Academic Excellence sub-committee has assisted with the main aspects of this goal and Peter has been working with all of the teachers making progress in this area.

Goal 3 - communication and marketing.

Work is ongoing, but all of the aspects noted have been met.

Social media has been very successful.

Goal 4 - Professional development. Multi year goal. Some progress being made.

Teaching Force - Covid changed how this whole plan was rolled out / followed. Choppy roll-out with some inconsistencies. Re-grouping needed. Completely believe in the concept and need some additional time / planning to more consistently roll-out the plan and gain the benefits of a true inclusion model.

Teachers need feedback and coaching and Peter is looking to further develop those systems and processes.

Standards:

- Instructional Leadership - self assessment = needs improvement
- Management and Operations - self assessment = proficient
- Family and Community Engagement - self assessment = proficient
- Professional Culture - self assessment = proficient with work to be done

Spoke a bit about 'languishing' - lots of people were off a bit due to social distancing, masks, etc.

Peter fielded questions from the board members and offered additional commentary and responses to the board member questions.

Work on developing relationships with all of the staff.

E-mails have not be received as intended and more work is needed on global messaging. Regular feedback is needed. No blind-sided.

## **B. Val-Ed and Board on Track HOS Survey Results**

### **C. Presentation of Budget for SY21-22**

Rudi shared his screen - preliminary budget was presented last month.

Challenge with current staffing - administrative staff versus faculty - is the proportionality consistent and / or changing to fast?

FinCom reviewed the roles and positions held over the years.

HR support role was discussed.

Part time HR professional - .6 FTE position.

Enrollment adjusted to 220 to support this additional staff.

Jeff - feeling better about admissions.

Salaries are always a moving target. Some attrition will occur and that will have an impact.

Health insurance will be increasing by no more than 5%.

HR Knowledge is an organization used by many Charter schools and could provide an option that may be more affordable than what is planned.

Richard Doron made a motion to Approve the budget for SY' 2021-2022 as presented.

NDack Toure seconded the motion.

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

#### **Roll Call**

James Rogers Aye

Rebecca Whidden Aye

Artie Sullivan Aye

Peter Cheney Aye

Richard Doron Aye

Rodolphe Herve Aye

Peter Cohen Aye

Karl Smith Aye

Jessica Xiarhos Aye

NDack Toure Aye

Paul Baker Aye

Ian Hunt Absent

### **VII. Public Comment**

#### **A. Public Comment**

Second opportunity - no comments.

### **VIII. Board Member Comments and Resolutions**

#### **A. Board Member Comments and Resolutions**

Navigator night - Friday May 14th - virtual event.

Fun time - lots of things to do.

Looking to record our board meetings.

Recommend Governance put together policies and procedures - remote / hybrid or in-person.

Peter - work with Governance to discuss protocols and process / bylaws about remote participation.

Need to go over guidelines.

Will send it to that committee to deliberate.

After some deliberations, it was determined to table the item and not pick it up as there was enough negative response to justify tabling it for now.

## IX. Closing Items

### A. Recap Action Items

### B. Meeting Evaluation

Lots of work.

Thanks to everyone who presented.

Navigator award.

Some ideas. Presented at graduation.

Decided - recipient.

Schedule - evaluation forms.

Working on those. next Friday - 7th - due date.

Ready for meeting on the 25th of May

\

### C. Adjourn Meeting

Rodolphe Herve made a motion to Adjourn.

Peter Cheney seconded the motion.

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

#### Roll Call

Rodolphe Herve Aye

Peter Cohen Aye

Peter Cheney Aye

James Rogers Aye

Karl Smith Aye

Ian Hunt Absent

Artie Sullivan Aye

**Roll Call**

Rebecca Whidden Aye

Jessica Xiarhos Aye

NDack Toure Aye

Paul Baker Aye

Richard Doron Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:47 PM.

Respectfully Submitted,

Karl Smith

---

**Documents used during the meeting**

- HOS Report to Board of Trustees 4\_27\_21.pdf
- ParentSatisfactionSurvey2021.pdf
- PCohen Evaluation Evidence April 2021.pdf
- VAL-Ed BoT Pres 2021.pdf
- VALED Leadership Report, 20-21.pdf
- Report - School, part 6.pdf
- Report - School, part 5.pdf
- Report - School, part 1.pdf
- Report - School, part 4.pdf
- Report - School, part 3.pdf
- Report - School, part 2.pdf
- VALED Principal Report Interpretation Guide\_2020.pdf
- BoT Evaluation, 20-21.pdf
- FY22 Proposed Operating Budget.pdf
- March\_FinCom\_notes.pdf
- Mar 2021 Financial.pdf