

APPROVED



## MCCPS Board of Trustees

### Minutes

#### Monthly Governance Meeting

1st Tuesday of every month

---

#### **Date and Time**

Tuesday February 2, 2021 at 7:00 PM

#### **Location**

Remote - Zoom Call

Join Zoom Meeting

<https://us02web.zoom.us/j/88166557561?pwd=QVBTMnJMUHVIMU9USWpsLzhzYWFrQT09>

Meeting ID: 881 6655 7561

Passcode: 6394

---

#### **Committee Members Present**

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

#### **Committee Members Absent**

*None*

#### **Guests Present**

Jessica Gelb (remote)

---

## I. Opening Items

### A. Record Attendance

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 February 2nd, 2021 and hold the meeting remotely.

### B. Call the Meeting to Order

Paul Baker made a motion to Accept the governor's order and hold the meeting remotely. Elizabeth Burns seconded the motion.

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

#### Roll Call

Kay O'Dwyer Aye

Elizabeth Burns Aye

Karl Smith Aye

Paul Baker Aye

Cynthia Canavan Aye

Karl Smith called a meeting of the Governance Committee of MCCPS Board of Trustees to order on Tuesday Feb 2, 2021 at 7:04 PM.

### C. Approve minutes from previous meeting

Paul Baker made a motion to approve the minutes from Monthly Governance Meeting on 11-23-20.

Elizabeth Burns seconded the motion.

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

#### Roll Call

Kay O'Dwyer Aye

Elizabeth Burns Aye

Karl Smith Aye

Cynthia Canavan Abstain

Paul Baker Aye

### D. Approve minutes from previous meeting

Karl Smith made a motion to approve the minutes from Governance Monthly Meeting - December 2020 on 12-14-20.

Kay O'Dwyer seconded the motion.

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

#### Roll Call

Paul Baker Abstain

**Roll Call**

Karl Smith        Aye  
Cynthia Canavan Abstain  
Kay O'Dwyer      Aye  
Elizabeth Burns   Aye

**II. Governance Matters**

**A. Board Meeting Update**

Dr. Cohen shared his insights from the previous board meeting and provided information regarding how the school is being marketed. Based on the mass mailing performed by an outside vendor, the school has seen a significant increase in applications over the previous year.

And he explained that if and when MCCPS is approved by DESE for the 'redistricting' proposed, enrollment could increase to the full 230 students for SY' 2021-2022.

Peter also provided a quick recap of the Teaching Force presentation from TJ to the board

Lastly, Peter updated the group on the status of the facilities task force.

**B. Board Composition**

Jessica Gelb was introduced to the committee as a prospective board member candidate.

Her resume was previously distributed, and the group posed several questions about her various roles and experiences. Some committee members explained what the expected responsibilities are with being a board member, and how the overall duties are for what's best for the school. The separation between being a parent and being a board member were highlighted.

Jessica fielded all of the questions and provided detail and support to her opinions and responses.

After the vote, the group continued the discussion regarding the composition memo. Additional discussion on the prospective processes and procedures will continue on to future meetings.

Karl Smith made a motion to Present Jessica Gelb to the Board of Trustees as a prospective Board member to fill a 3 year term.

Cynthia Canavan seconded the motion.

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

**Roll Call**

Kay O'Dwyer      Aye  
Paul Baker        Aye  
Elizabeth Burns   Aye  
Cynthia Canavan Aye

**Roll Call**

Karl Smith            Aye

**C. Review Charter document - evaluate potential updates**

The review of the Charter document was considered and discussed. Cindy suggested that we should break down the document into sections to be reviewed more closely in detail.

Additionally it was noted that board training should be broken down into more manageable chunks.

The group will look to see if anyone has soft copies of any of the training materials.

**III. Other Business**

**A. Planning for future meetings**

At the next meeting one of the sections should be dedicated to the filing requirements from a state level for all board members.

Next meeting is tentatively planned for March 9th - 7 PM

**B. Board training discussion / planning**

Once obtained, the board training materials should be sent out to the committee.

**C. Other matters - discussion**

There were no further matters to discuss.

**IV. Closing Items**

**A. Adjourn Meeting**

Paul Baker made a motion to Adjourn the meeting.

Cynthia Canavan seconded the motion.

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

**Roll Call**

Cynthia Canavan    Aye

Kay O'Dwyer        Aye

Paul Baker           Aye

Karl Smith           Aye

Elizabeth Burns    Aye

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**

- J.Gelb-Resume-Jan-21.docx