

APPROVED



# MCCPS Board of Trustees

## Minutes

### Monthly Governance Meeting

March 2021

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#### Date and Time

Monday March 15, 2021 at 7:00 PM

#### Location

Remote - Zoom call

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#### 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

Will Rockwell (remote)

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### 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 March 15, 2021 and hold the meeting remotely.

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

Kay O'Dwyer seconded the motion.

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

**Roll Call**

Elizabeth Burns Aye

Cynthia Canavan Aye

Paul Baker Aye

Kay O'Dwyer Aye

Karl Smith Aye

**B. Call the Meeting to Order**

Karl Smith called a meeting of the Governance Committee of MCCPS Board of Trustees to order on Monday Mar 15, 2021 at 7:06 PM.

**C. Approve minutes from previous meeting**

Paul Baker made a motion to approve the minutes from Monthly Governance Meeting on 02-02-21.

Elizabeth Burns seconded the motion.

Item 1 a - call meeting to order - remove second remotely

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

**Roll Call**

Cynthia Canavan Aye

Kay O'Dwyer Aye

Elizabeth Burns Aye

Karl Smith Aye

Paul Baker Aye

**II. Governance Matters**

**A. Board Meeting Update**

Paul Baker provided a brief recap of what occurred during the last Board meeting noting the following:

- Jessica Gelb was voted in as a trustee
- Artie was voted into a second term
- A board restricted fund was approved and \$5K was allocated into the fund
- Budget was discussed preliminarily - based on an enrollment of 215 students

- Charter updates were approved in 2019 November - and the recent amendment (with a condition attached to renewal) was approved by DESE and commissioner. The school is now considered regional representing Marblehead, Swampscott and Nahant
- The Charter Renewal Committee was dissolved until the next renewal

The regionalization was approved on February 23rd

Peter noted that a great number of applications for the next school year have been received.

Also, it was noted that students will be back April 5th for the fourth phase.

Several teachers and staff have received their vaccination.

## **B. Board Composition**

Karl Smith introduced Will Rockwell as a guest and it was noted that he had recently attended the board meeting to commence the process for understanding what would be expected of board members.

Other potential candidates were discussed and the approach of joining a sub-committee was reviewed.

Cindy noted that it would be best for potential board candidates to start with a seat on a sub-committee or potentially the Governance Committee prior to filling a vacancy on the board.

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

With regards to the review and potential update of the Charter Document, the overall process was considered, and several members stressed the importance of maintaining proper open meeting laws and urged the group to use proper language and tagging of comments to indicate the comments are for future discussion purposes. Karl noted that he will post the charter documentation to the shared google drive.

Some members noted that the last amendment was effective as of 2008, and that this was considered the most recent version approved by the state.

Ultimately the group determined that Elizabeth would begin to allocate certain sections of the Charter to the group and schedule out which sections will be covered at each of the future meetings.

Cindy suggested that we go to the DESE website to review the statutes, regulation, and rule surrounding Charters overall.

## **III. Other Business**

### **A. Planning for future meetings**

The standing calendar of monthly meetings was reviewed at a high-level.

### **B. Board training discussion / planning**

Certain areas were covered regarding Board member requirements and Cindy explained that earlier comments about CORI requirements by the school was more about oversight and not board members themselves receiving CORI's.

It was suggested that the Board include on their standing calendar a section to inquire with Peter regarding CORI requirements.

It was recommended that the inquiry be performed annually or maybe two times per year.

Peter noted that in a few areas such as new hires, field trips and volunteers, the practice is working as intended.

Kay O'Dwyer noted that she may have some older electronic versions from former members, and that she would research them accordingly.

The group is currently looking at dates in June for the retreat - which always provides Governance with the opportunity for training.

### C. Other matters - discussion

The school will be returning to full time in early April.

This is the plan as people are receiving vaccines.

There will be some significant personnel changes with a couple of teachers not returning along with some administrative updates as well.

For Facilities, Peter's plan is to promote Washington, and have Bob Erbetta begin to reduce his hours.

Will Rockwell inquired as to potential improvements with diversity and inquired as to what some strategies and approaches would entail.

Elizabeth Burns made a motion to adjourn the meeting.

Cynthia Canavan seconded the motion.

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

#### Roll Call

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

## IV. Closing Items

### A. Adjourn Meeting

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

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**Documents used during the meeting**

*None*