

APPROVED



## MCCPS Board of Trustees

### Minutes

#### Monthly Board Meeting

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**Date and Time**

Tuesday March 1, 2022 at 7:00 PM

**Location**

ZOOM

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**Trustees Present**

Jessica Xiarhos (remote), NDack Toure (remote), Nick Santoro (remote), Paul Baker (remote), Peter Cheney (remote), Peter Cohen (remote), Rodolphe Herve (remote), Tim Wadlow (remote), William Rockwell (remote)

**Trustees Absent**

Artie Sullivan, Ian Hunt, Jessica Gelb, Richard Doron

**Guests Present**

Carol McEnaney (remote), Elizabeth Burns (remote), Thomas Philips (remote), caro

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**I. Opening Items****A. Record Attendance and Guests****B. Call the Meeting to Order**

Paul Baker called a meeting of the board of trustees of MCCPS Board of Trustees to order on Tuesday Mar 1, 2022 at 7:04 PM.

**C.**

### Accept Remote Participation

William Rockwell made a motion to accept remote participation for the conduct of the Board meeting.

Peter Cheney seconded the motion.

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

#### Roll Call

Peter Cheney	Aye
Ian Hunt	Absent
Tim Wadlow	Abstain
Rodolphe Herve	Aye
Richard Doron	Absent
Artie Sullivan	Absent
William Rockwell	Aye
Peter Cohen	Aye
Paul Baker	Aye
NDack Toure	Aye
Nick Santoro	Aye
Jessica Xiarhos	Aye
Jessica Gelb	Absent

### D. Approve Minutes

Nick Santoro made a motion to approve the minutes from Monthly Board Meeting on 01-25-22.

Paul Baker seconded the motion.

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

#### Roll Call

Peter Cohen	Aye
Ian Hunt	Absent
Artie Sullivan	Absent
Tim Wadlow	Abstain
Jessica Xiarhos	Aye
Nick Santoro	Aye
NDack Toure	Aye
Paul Baker	Aye
Richard Doron	Absent
Rodolphe Herve	Aye
Jessica Gelb	Absent
Peter Cheney	Aye
William Rockwell	Aye

## II. Public Comment

### A. Public Comment

No public comment.

### **III. Review of Previous Meeting Action Items**

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

It was reiterated that we need to fill positions in several committees and on the Board in light of potential departures in the next several months.

### **IV. Board Annual Items**

#### **A. Upcoming Meeting Agenda Items**

#### **B. Board Goals for SY 2021-2022**

See agenda

### **V. HOS Report**

#### **A. Monthly Report**

The discussion followed the outline provided by Peter Cohen in the Board Pack:

- Covid19 update: School is ready to move into the new phase of "less masked learning" environment (i.e. optional mask wearing in the whole school, except for the nurse's office, where masks will still be mandatory). Current vaccination rate is 79% within the student population and 100% within the staff and faculty population.
- Mental health: continues to be an issue at MCCPS and in all schools across the country with higher reports of behavior issues, short-term hospitalizations
- Snow removal: we had several intense snow falls this period. A plowing company takes care of the parking lot and roads, and MCCPS maintenance staff handles egress areas, stairs.
- Letters to the Board: Due to privacy and OML concerns, Board Members should not respond directly to parent emails beyond redirecting parents to the School administration
- Enrollment: some attrition is expected later this month leading to enrollment of 222 students from 228 when the Board packet was issued. Budget was based on enrollment of 220 students so this is not a concern.
- Lottery: the admission lottery was conducted on Feb 28 and 181 applications were received. This is down from last year but reflects a higher number of applications from sending communities Marblehead, Nahant and Swampscott, which bodes well for actual 2022-2023 enrollment

### **VI. Other Business**

#### **A. Salary Study**

A discussion was held comparing average MCCPS salaries to local public schools and reviewing the salary progression of MCCPS staff in 2020, 2021 and 2022. Based on this data, Peter Cohen made the following points:

- MCCPS is now competitive for entry-level salaries
- Some disparities were successfully addressed in the last 2 budget cycles
- The school has no automatic pay increases with seniority, giving it more flexibility to reward performance
- Salary is only one facet of the overall compensation as MCCPS's benefits package is deemed very competitive

A discussion was held with the Board about the merits of the automatic pay scale system.

## **B. 22-23 School Calander**

Rodolphe Herve made a motion to approve the MCCPS 2022-2023 school year calendar. William Rockwell seconded the motion.

A brief discussion regarding the proposed school calendar ensued.

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

### **Roll Call**

Paul Baker	Aye
Peter Cheney	Aye
Jessica Gelb	Absent
William Rockwell	Aye
Richard Doron	Absent
Nick Santoro	Aye
NDack Toure	Aye
Rodolphe Herve	Aye
Jessica Xiarhos	Aye
Tim Wadlow	Abstain
Peter Cohen	Aye
Ian Hunt	Absent
Artie Sullivan	Absent

## **C. Facility Design**

Will Rockwell presented the latest output from the Facilities task force and in particular reviewed 2 options with the Board. Details of these options were provided in Board materials.

The Board expressed its thanks for the quality of the work presented and gave indication to the Facilities task force to continue its work. Specific feedback included:

- "Low and slow" approach (i.e. a multi-year approach that minimizes cash outlays in any given year) will be favored
- Additions that have an easier fundraising appeal should be prioritized (i.e. Stem Lab)

- Imperative that proposed changes should be careful not to trigger automatic code upgrades

#### **D. MCCPS Staff Survey for Annual HOS Evaluation**

The Board discussed launching this survey, as a key element of the HOS Evaluation but also as a tool for the Head of School to establish his own objectives.

It was noted during the discussion that the survey was a good idea in general but required several factors to be a successful exercise:

- complete respondent anonymity must be guaranteed
- the survey should be carried out every year with the same questions to better assess results
- some clean up work was required as some questions were missing normal response options ("disagree")

The survey will be administered by John Steinberg.

Nick Santoro made a motion to accept the MCCPS Staff Survey and for it to be launched in March 2022 pending 2 conditions: 1) review and final clean up by the Personnel Committee 2) guaranteeing anonymity of responses.

Peter Cheney seconded the motion.

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

#### **Roll Call**

Peter Cheney	Aye
Tim Wadlow	Abstain
Peter Cohen	Aye
Artie Sullivan	Absent
Nick Santoro	Aye
Richard Doron	Absent
William Rockwell	Aye
Jessica Xiarhos	Aye
Jessica Gelb	Absent
Ian Hunt	Absent
Rodolphe Herve	Aye
NDack Toure	Aye

### **VII. Committee Updates**

#### **A. Governance Committee**

Paul Baker shared that the committee met and created a google document regarding Board self assessments. The Committee also discussed ways to have the Board better informed regarding staff/student achievements/actions.

#### **B. Finance Committee**

Rudi Herve led a brief discussion of financial results after 7 months, noting the following:

- net income remains strong and reflects enrollment of 228, which is higher than enrollment we anticipate for the end of the year. As has been the case the last 2 financial years, there will be an adjustment at the end of the school year.

- The Board will be requested to approve 2 one-off spend items which will first be discussed in the Finance Committee when more details become available. These relate to:

- the replacement of the kitchen floor, for which estimates are being sought. It is noted that grants and donations are also available to fund part of the work
- settlement with 2 enrichment vendors who have an ongoing claim with MCCPS

**C. Personnel Committee**

See above regarding staff surveys and HoS evaluations.

**D. Academic Excellence**

Will be meeting on 3/4/22

**E. Development & Communications**

Did not meet in February.

**F. Strategic Plan Committee**

Held meeting and have a follow-up meeting planned to discuss Strategic Planning

**G. Facilities Task Force**

Please see Facility Design above.

**H. Covid/Pandemic Response Task Force**

**VIII. Public Comment**

**A. Public Comment**

There was no public comment.

**IX. Board Member Comments and Resolutions**

**A. Board Member Comments and Resolutions**

Peter Cohen invited Board members to attend the next Exhibition on Mar 17

**X. Closing Items**

**A. Recap Action Items**

**B.**

## Meeting Evaluation

None

### C. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:17 PM.

Respectfully Submitted,

Rodolphe Herve

William Rockwell made a motion to adjourn the meeting.

NDack Toure seconded the motion.

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

#### Roll Call

William Rockwell	Aye
NDack Toure	Aye
Ian Hunt	Absent
Jessica Xiarhos	Aye
Peter Cohen	Aye
Paul Baker	Aye
Richard Doron	Absent
Rodolphe Herve	Aye
Tim Wadlow	Abstain
Artie Sullivan	Absent
Nick Santoro	Aye
Peter Cheney	Aye
Jessica Gelb	Absent

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### Documents used during the meeting

- HOS Report to Board of Trustees 3\_1\_22.pdf
- Distrct Payscales, FY22.pdf
- Salary Study FY20-FY22.pdf
- DRAFT MCCPS MASTER CALENDAR 2022-2023.pdf
- MCCPS\_Warehouse\_Buildout\_Study\_2022-01-17 (2).pdf
- REVISED 2.7.222022\_MCCPS\_teacher\_satisfaction\_survey.docx
- FinCom\_notes\_Jan\_22.pdf
- Jan-2022.pdf