

SHHMCS

Board of Trustees Minutes

Date of Meeting: March 7, 2017 at 1745.

1. Call to Order

Members in Attendance: Melissa Burns, Paul Corriveau, Paula Desmarais, Euthemia Gilman, Tiffany Ghrist, William McCarthy, Sara Sanchez, Margaret Shepherd, Joseph Sullivan, Judy Tracey.

Members Absent: Russell Marino.

2. Minute Approval: Motion to accept January 2017 minutes by Ms. Desmarais, second by Ms. Tracey
Approved unanimous 10-0 verbal vote.

3. Public Comment:

Lisa Begley: Reiterated from January meeting her request to obtain the executive session minutes. Ms. Gilman recapped the nature of Ms. Begley's request.

4. Principal's report:

Ms. Shepherd states that in February: she met with CIA academic excellence.

Ms. Shepherd states open houses in January went very well.

Lottery on 2/10/17: More applicants than ever and biggest waitlist to date. Ms. Shepherd then reviewed openings and number of accepted students and wait listed by grade for the 17-18 school year. 41 kindergarten siblings entering next year. Ms. Shepherd reviewed waitlist increase compared 2015-2016 and 2016-2017.

Barbara Hough requests \$1000 to purchase 30 ukuleles. Ms. Gilman requested motion to approved the \$1000 request. Motion by Ms. Burns, second by Ms. Tracey. Passed all in favor 10-0.

Ms. Shepherd states she has 2 L- (Beginner) students with no English spoken at home. M. Shepherd feels that the numbers are low for L students and SHHMCS needs to show 2% increase and she is confident the 2% will be met. Ms. Shepherd states that much neighborhood outreach is being done in conjunction with Andy Vargas.

The Mount Washington Alliance will be hosting a health fair on 4/29/17. Mr. Vargas requested if the alliance could hold some meetings at SHHMCS.

Ms. Shepherd states 2 ad-hoc committees are needed and do not need to be board members. a) one to come up with an enrollment committee and b) second committee for: board bylaws.

Meetings held:

Curriculum report: ST Mat. Ms. Burns explained purpose of ST Math which is interactive and competitive for the children in terms of their % progress in the syllabus.

Kindergarten Meeting: Focus K2. K is now centers based hands on. Idea is you learn from play.

Sped teacher meeting:

Literacy teachers: data days planning meeting. Gr. 5 intervention # reduced.

Faculty meeting: 3/6/17: discussed status of charter renewal. Ms. Shepherd explains they will be moving forward with charter renewal.

Ms. Begley will speak re: moving charter renewal forward. 51% vote needed by all teachers in district. Ms. Gilman explained that during initial charter, Mark Harvey took vote of all teachers in building and it was passed. Further explains that for first renewal a vote was taken by Mark Harvey again only by the school.

Ms. Gilman further clarifies that 51% of teachers only.

Ms. Begley explains that the 51% is of the teachers who are in attendance to vote on that day. Ms. Begley explained the voting process for each building in the city. Votes are brought to 800 Broadway, and votes are counted. SHHMCS may have board member present for counting.

Ms. Shepherd and Ms. Gilman question whether there needs to be a certain number of members present to vote or if it's just based on 51% of whoever is present to vote.

Ms. Tracey questions when the vote will be held.

Ms. Shepherd explained conversion school which other Horace Mann Charters have done before. Conversion school has level funding, SHHMCS would no longer be at separate district. This will be an innovative school. Funding maintained by HPS. Ms. Shepherd also questions if some students would be grandfathered in or displaced to their

neighborhood schools if it is converted to community school.

Outcome: Ms. Begley will question to lawyers if is 51% of registered voters or 51% of those who come out.

Webinar from February 2017 shown re: Every student succeeds act. (ESSA) Draft state plan.:

ESSA Federal Priorities: equity for economically disadvantaged children.2) the Heart of ESSA. will have to show that 50% of academic achievement and 50% social-emotional learning. (SEL). This is already demo'd at SHHMCS with PBIS

Priorities also to demonstrate professional development. MA schools will be working towards strengthening early literacy. In middle grades focus on mathematics.

- ESSA access to equitable funding.

ESSA req'd indicators.

Academic achievement

Student growth

Graduation rates

One measure of school quality of student success.(at least one). More weight will be placed on the growth of economically disadvantaged kids.

ESSA and proposed measured. Chart was shown. Some highlights include; chronic absenteeism which is 10% or greater., All ELLS proficient in english.

Ms. Shepherd explained how the ESSA will be scored. Such as improvement in ELA and math scores.

Ms. Shepherd explained the new Tier systems to replace levels. Tiers 1-5.

MCAS 2.0 this year will be baseline established for ELA math and science, then next year. 2 years needed for reliable data. Must have 95% of children participating. If SHHMCS does not have 95% will be automatic bumped from level 1 to level 3.

Ms. Shepherd states that SHHMCS in good position moving forward with ESSA as already have PBIS and has spent \$25k on this program.

Ms. Gilman discussed that SHHMCS set up well to become innovative school/neighborhood school if need be and SHHMCS can be role model for the new ESSA requirements.

Committee Reports:

a. **FINANCE:**

Balance Sheet ending March 6, 2017.

Total Liabilities and Equity: \$74,742.18

Warrants for Approval

Warrant 17-58: Payroll: 195,000. Motion to approve by Ms. Gilman, Second by Ms. Desmarais.

Roll call vote as follows:

Melissa Burns: Abstain

Paul Corriveau: Abstain

Paula Desmarais: Yes

Euthemia Gilman: Yes

Tiffany Ghrist: Yes

Russell Marino: Absent
William McCarthy: Yes
Sara Sanchez: Abstain
Margaret Shepherd: Abstain
Joseph Sullivan: Yes
Judy Tracey: Yes

Warrant 17-59: Payroll: \$194,518.24 Motion to accept by
Ms. Gilman. Second by Ms. Desmarais.

Roll Call vote as follows:

Melissa Burns: Abstain
Paul Corriveau: Abstain
Paula Desmarais: Yes
Euthemia Gilman: Yes
Tiffany Ghrist: Yes
Russell Marino: Absent
William McCarthy: Yes
Sara Sanchez: Abstain
Margaret Shepherd: Abstain
Joseph Sullivan: Yes
Judy Tracey: Yes

Warrant 17-60: Motion made by Ms. Gilman. Second by
Mr. Sullivan. Passed all in favor. 10-0.

Warrant 17-61: \$23,566.30. Motion made by Ms. Gilman.
Second by Ms. Desmarais.

Roll Call vote as follows:

Melissa Burns: Yes

Paul Corriveau: Yes

Paula Desmarais: Yes

Euthemia Gilman: Yes

Tiffany Ghrist: Yes

Russell Marino: Absent

William McCarthy: Yes

Sara Sanchez: Abstain

Margaret Shepherd: Abstain

Joseph Sullivan: Yes

Judy Tracey: Yes

Warrant 17-62: Motion to accept by Ms. Gilman. Second by Ms. Desmarais.

Roll Call vote as follows:

Melissa Burns: Yes

Paul Corriveau: Yes

Paula Desmarais: Yes

Euthemia Gilman: Yes

Tiffany Ghrist: Yes

Russell Marino: Absent

William McCarthy: Yes

Sara Sanchez: Yes

Margaret Shepherd: Abstain

Joseph Sullivan: Yes

Judy Tracey: Yes

Warrant 17-63. \$250.00. Motion to approve by Ms. Gilman. Second by Ms. Desmarais.
Passed all in favor 10-0.

Warrant 17-64: \$48.46. Motion to approve by Ms. Desmarais. Second by Mr. Sullivan. Passed all in favor 10-0.

Warrant 17-65: \$175.00. Motion to approve by Ms. Gilman, second by Ms. Desmarais.

Roll Call Vote as Follows:

Melissa Burns: Yes

Paul Corriveau: Yes

Paula Desmarais: Yes

Euthemia Gilman: Yes

Tiffany Ghrist: Yes

Russell Marino: Absent

William McCarthy: Yes

Sara Sanchez: Yes

Margaret Shepherd: Yes

Joseph Sullivan: Yes

Judy Tracey: Yes

Warrant 17-66: Motion to approved made by Ms. Gilman.
Second by Mr. Sullivan. Passed all in favor 10-0 vote.

Warrant 17-67: Motion to approve by Ms. Gilman. Second
by Ms. Desmarais. Passed all in favor 10-0.

Warrant 17-68: Payroll 16- Feb 3: \$193,276.71

Motion to approve warrant by Ms. Gilman. Second by Ms.
Desmarais.

Roll call vote as follows:

Melissa Burns: Abstain

Paul Corriveau: Abstain

Paula Desmarais: Yes

Euthemia Gilman: Yes

Tiffany Ghrist: Yes

Russell Marino: Absent

William McCarthy: Yes

Sara Sanchez: Abstain

Margaret Shepherd: Abstain

Joseph Sullivan: Yes

Judy Tracey: Yes

Warrant 17-69: Payroll 17- Feb 17: \$191,873.54.

Motion to approve warrant by: Ms. Gilman. Second by Ms. Desmarais.

Roll Call vote as follows:

Melissa Burns: Abstain

Paul Corriveau: Abstain

Paula Desmarais: Yes

Euthemia Gilman: Yes

Tiffany Ghrist: Yes

Russell Marino: Absent

William McCarthy: Yes

Sara Sanchez: Abstain

Margaret Shepherd: Abstain

Joseph Sullivan: Yes

Judy Tracey: Yes

Warrant 17-70: LEA Expenses: February \$24,234.70

Motion to approve warrant by Ms. Gilman. Second by Mr. Sullivan. Passed all in favor 10-0.

Warrant 17-71: TLA: in class coaching 4.5 days.

\$8,100.00

Motion to approve warrant by Ms. Gilman. Second by Mr. Sullivan. Passed all in favor 10-0.

Warrant 17-72: Reimbursement to City for Stipends: CIA & Grants. \$23,566.30.

Motion to approve by: Ms. Gilman. Second by Ms. Desmarais.

Roll Call Vote as Follows:

Melissa Burns: Yes

Paul Corriveau: Abstain

Paula Desmarais: Yes

Euthemia Gilman: Yes

Tiffany Ghrist: Yes

Russell Marino: Absent

William McCarthy: Yes

Sara Sanchez: Abstain

Margaret Shepherd: Abstain

Joseph Sullivan: Yes

Judy Tracey: Yes

Warrant 17-73: Perma Bound: \$1243.41

Motion to approve by Ms. Gilman. Second by Ms. Desmarais. Passed all in favor 10-0.

B. Academic Excellence:

N/A. Mr. Corriveau states next meeting 4/10/17. Ms. Gilman will be in attendance.

C. Governance Committee: Ms. Gilman discussed re: Margaret's evaluation. To be briefed in executive session.

D. Development Committee: Ms. Desmarais discussed draft completed for PR policy. Will bring to board next month. Ms. Gilman suggests to put PR policy in google docs.

Ms. Desmarais discussed that no member of foundation present to tonight's board meeting. Ms. Desmarais questioned when next meeting is scheduled. Ms. Sanchez confirms that it was already held. Ms. Desmarais questions any info provided by foundation in regards to annual giving campaign.

6. Board Training:

Debrief. Ms. Gilman provided handout to board members. Idea is to have a general dashboard and committees break out to complete work. Different committees suggested: such as PTO, school store, fundraising. (see attached.) Ms. Gilman discussed different points in her handout.

Meeting Adjourned at 1900. Motion passed all in favor to adjourn.

Motion passed all in favor to move into executive session.