

Silver Hill Horace Mann Charter School

Board of Trustees Meeting Minutes

June 6, 2017

5:30 PM

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

Members Absent: *William McCarthy*

Principal's report: see attached.

Charter Application/Renewal Process: Ms. Shepherd

Ms. Shepherd explained process for charter renewal: approval of application by board, HEA vote and subsequent submission to charter board if HEA vote in favor. Site visit next fall by charter board to be held next fall after application submitted in August. After visit, a summary of reviews is received by school which is the school's report card: green is highest level, followed by blue, yellow and red.

Ms. Shepherd then reviewed layout of application document binder: demographics, mission statement, performance criteria, student enrollment max cap, governance, finance. Ms. Shepherd referred board and guests to appendix, which has data which demonstrates improvement from summary of reviews from previous site visit.

Ms. Shepherd then discussed grading scale and criteria for charter renewal: 50% academic and 50% emotional (PBIS and second step. Other criteria include: professional development, community involvement, parent involvement.

Ms. Shepherd then explained that SHHMCS is it's own district managing own grants, separate from HPS, however HPS is host district. Ms. Shepherd or Ms. Russell (asst. principal) attend leadership meetings with all of Haverhill public school administrators.

Ms. Shepherd then explained definition of High needs students: ELL, special education, economically disadvantaged. Ms. Shepherd discussed challenge of duplicating high needs program at Silver Hill with inequitable funding and decreased staffing as compared to other HPS schools Despite these challenges, ALL Children welcomed who come in through the lottery and not referred to duplicate high needs program at other HPS. Ten incoming ELL students for next school year into kindergarten. Ms. Shepherd further clarified that the data on the DESI website for SHHMCS regarding high needs student data is in error. HEA questioning equitableness of demographics of SHHMCS compared to that of other Haverhill Public Schools. Ms. Shepherd discussed her outreach to the Latino community and the miscommunication in the community that existed at the beginning of her principalship at SHHMCS that ELL students aren't able to attend SHHMCS b/c of lack of ELL program at SHHMCS.

Ms. Gilman explained that the HEA president requested that the lottery system be weighted, giving weighted votes to high needs and Latino community to improve equitableness with HPS. Ms. Gilman states this is not legal and confirmed this with attorneys.

Ms. Shepherd explained that Silver Hill has met goals from last charter renewal findings. Goal: 85% of teachers met professional growth goals: 100% met goal, exceeding by 15%. Furthermore, all findings during the last charter renewal process for special education have been resolved. Ms. Shepherd discussed blue page in application. Teachers assisted to write goals.

Ms. Gilman then discussed her vision for SHHMCS to be a community/neighborhood outreach oriented school.

Ms. Gilman added that she would like to add into application goal to share PD with all of Haverhill Public School.

Ms. Shepherd feels strongly that HEA members cannot vote down the charter if they thoroughly read the charter document.

Ms. Desmarais expresses her displeasure that Ms. Begley or other HEA reps not in attendance. Ms. Burns seconds her displeasure that Ms. Begley did not attend as she has attended all other meetings. Ms. Gilman would like noted in minutes that HEA president and HEA SHHMCS reps and reps of other schools not present at tonight's meeting.

Ms. Shepherd discussed that union reps from each building should be in attendance and they are not. Ms. Shepherd feels that the push back on charter came from the charter vote on the ballot in November's presidential election. Ms. Shepherd states that she feels that the HEA vote will be in favor of the charter.

Ms. Gilman states that president of school committee and/or mayor, school superintendent and HEA president must sign charter application. Ms. Gilman states that if two signatures are signed, then the application will move forward. Final application needs to be in by August.

Ms. Burns questions if Ms. Begley will send the application to all HEA members. Ms. Shepherd states that the charter goals are in blue so teachers can read it. Application will be in pdf format to send to all teachers and will be available to review on website.

Charter Renewal Application approval by board: motion to approve made by Judy Tracey, seconded by Paula Desmarais. Passed all in favor roll call vote 9-0.

Academic excellence: see principals report and charter application.

Development Committee: Foundation report: Devan Ferreira. summarized: \$15,000 from foundation to school. Ms. Ferreira anticipates that this number will improve next year going forward. Trivia night at Bradford CC will be postponed to October, next year gift card fundraisers. Ms. Ferreira states that Amelia Peabody and yellow school bus applications will be going out. Three foundation members: Beth Gomes, Donna Kelleher and Steven Chimileski coming off the foundation board and vacancies to be filled. Please Email foundation if any community members would like to apply. Ms. Ghrist recommends head start member for the foundation board.

Governance Committee: Board Treasurer position still vacant.

Warrant 17-94: Payroll 23: \$197,613.64.

Motion to accept by Ms. Desmarais and seconded by Mr. Sullivan.

Roll call vote as follows:

Melissa Burns: Abstain

Paul Corriveau: Abstain

Paula Desmarais: Yes

Euthemia Gilman: Yes

Tiffany Ghrist: Yes

Sara Sanchez: Abstain

Margaret Shepherd: Abstain

Joseph Sullivan: Yes

Judy Tracey: Abstain

Motion to accept by Ms. Desmarais and seconded by Mr. Sullivan.

Roll call vote as follows:

Melissa Burns: Abstain

Paul Corriveau: Abstain

Paula Desmarais: Yes

Euthemia Gilman: Yes

Tiffany Ghrist: Yes

Sara Sanchez: Abstain

Margaret Shepherd: Abstain

Joseph Sullivan: Yes

Judy Tracey: Abstain

Warrant 17-95: Payroll 24: \$187,595.42

Motion to accept by Ms. Desmarais and seconded by Mr. Sullivan.

Roll call vote as follows:

Melissa Burns: Abstain

Paul Corriveau: Abstain

Paula Desmarais: Yes

Euthemia Gilman: Yes

Tiffany Ghrist: Yes

Sara Sanchez: Abstain

Margaret Shepherd: Abstain

Joseph Sullivan: Yes

Judy Tracey: Abstain

Warrant 17-96: Sara Sanchez: Reimbursement from student activity: \$30.28

Motion to accept by Ms. Tracey and seconded by Mr. Sullivan.

Roll call vote as follows:

Melissa Burns: Yes

Paul Corriveau: Yes

Paula Desmarais: Yes

Euthemia Gilman: Yes

Tiffany Ghrist: Yes

Sara Sanchez: Abstain

Margaret Shepherd: Yes

Joseph Sullivan: Yes

Judy Tracey: Yes

Warrant 17-97: Prepaid debit card for June: \$250.

Motion to accept by Ms. Desmarais and seconded by Mr. Sullivan.

Roll call vote as follows:

Melissa Burns: Yes

Paul Corriveau: Yes

Paula Desmarais: Yes

Euthemia Gilman: Yes

Tiffany Ghrist: Yes

Sara Sanchez: Yes

Margaret Shepherd: Yes

Joseph Sullivan: Yes

Judy Tracey: Yes

Warrant 17-98: Title IIA- TLA invoice: \$7,200.00

Motion to accept by Ms. Desmarais and seconded by Mr. Sullivan.

Roll call vote as follows:

Melissa Burns: Yes

Paul Corriveau: Yes

Paula Desmarais: Yes

Euthemia Gilman: Yes

Tiffany Ghrist: Yes

Sara Sanchez: Yes

Margaret Shepherd: Yes

Joseph Sullivan: Yes

Judy Tracey: Yes

Warrant 17-99: PermABound- 2 invoices- Library: \$1,009.44

Motion to accept by Ms. Desmarais and seconded by Mr. Sullivan.

Roll call vote as follows:

Melissa Burns: Yes

Paul Corriveau: Yes

Paula Desmarais: Yes

Euthemia Gilman: Yes

Tiffany Ghrist: Yes

Sara Sanchez: Yes

Margaret Shepherd: Yes

Joseph Sullivan: Yes

Judy Tracey: Yes

Warrant 17-101: HPS supplies & utilities for May: \$21,466.46

Motion to accept by Ms. Desmarais and seconded by Mr. Sullivan.

Roll call vote as follows:

Melissa Burns: Yes

Paul Corriveau: Yes

Paula Desmarais: Yes

Euthemia Gilman: Yes

Tiffany Ghrist: Yes

Sara Sanchez: Yes

Margaret Shepherd: Yes

Joseph Sullivan: Yes

Judy Tracey: Yes

Warrant 17-102: Due to City: \$23,336.20

Motion to accept by Ms. Desmarais and seconded by Mr. Sullivan.

Roll call vote as follows:

Melissa Burns: Yes

Paul Corriveau: Abstain

Paula Desmarais: Yes

Euthemia Gilman: Yes

Tiffany Ghrist: Yes

Sara Sanchez: Abstain

Margaret Shepherd: Abstain

Joseph Sullivan: Yes

Judy Tracey: Yes

Executive Session Called by Ms. Shepherd after meeting. Passed to go into executive session all in favor.
Public portion of meeting adjourned at 715 PM.

Next SHHMCS meeting TBD.

Additional Documents: Charter Renewal Applicant Binder, Principal's Report, Warrants.