

Silver Hill Horace Mann Charter School

Board of Trustees Meeting

Tuesday, February 6, 2018

4:30 PM.

- **Call to order- roll call:** Meeting called to order by Jill Story at 4:30PM. PM.
- **Members Present:** M.Burns,P.Corriveau, T. Ghrist, Dr. Green, S.Sanchez, M. Shepherd, J.Tracey.
- **Minutes:** Approval of minutes from November 20, 2017. Motion to accept by Ms. Tracey, seconded by Ms. Burns.
- **Public Comments: N/A**
- **Principal's Report (January):** see agendas for curriculum, faculty, and academic excellence meetings.

Ms. Shepherd briefed the board about her meeting with Brian O'Connell and Kathy Smith to review budgets. Ms. Shepherd submitted attached which includes rationale for more expensive items. Mr. O'Connell felt that HPS should return grant money back to school as is needed to fund the special education positions. Director of special Ed has stated she will not be funding those positions under special education b/c they will not qualify. Ms. Shepherd has responded that Ms. Shepherd had written the grant with assist from grant's management and Ms. Shepherd offered to assist HPS in writing the grants. Ms. Shepherd had written this grant as a response to intervention school and no staffing may be cut for this position.

Requests: Ms. Shepherd has requested incr. staffing. 2.5 ESP for K, which is equitable with all other HPS. ELL teacher for this year not in budget and has been added to next year's budget as well as other staffing needs for gen ed.

Any grant money leftover is returned to HPS next year. Ms. Shepherd will not be writing the grants next year. She has requested to duplicate everything for next year that is currently on grant budget for this year. All other staff budgeting will remain the same. Summer school will not be funded this year as this was previously funded by carryover of funds from previous school year..

Principal's Report (February): see agendas for professional development days.

Ms. Shepherd has attached report regarding investigation into another HPS in district as this will affect all of Haverhill Public schools as well as all HPS grant money. New funds will be necessary for social-emotional professional development. SHHMCS already has a protocol in place for children in crisis.

Planning ahead: see attached.

Union president has raised concerns that SHHMCS does not have an active board. Ms. Shepherd responded that SHHMCS does indeed have a functioning board of 7 members, meeting requirements of: 2 parents, 2 staff and 2 community members. Ms. Shepherd also shared with Ms. Begley her principal's evaluation results from last year as Ms. Begley had concerns that the principal's evaluation was not completed by qualified members. Ms. Shepherd also shared that she is in touch with Claire Smithy and Allison Bagg bi-monthly re: closing procedures/transition process.

5. **Committee Reports:**
 - a. **Finance: Warrants**

January Warrants (Total liabilities & Equity \$70,846.99)

Warrant 18-35: Motion to approve by Ms. Tracey, seconded by M. Burns.

In Favor (yes) T. Ghrist, J. Story. Abstain: M. Burns, P. Corriveau, S. Sanchez, M. Shepherd, J. Tracey.

Passed by 2-0 vote.

Warrant 18-36: Motion to approve by Ms. Tracey, seconded by M. Burns.

In favor(yes): T. Ghrist, J. Story, Abstain: M. Burns, P.Corriveau, S.Sanchez, M.Shepherd, J.Tracey.

Passed 2-0 vote.

Warrant 18-37: Motion to approve by Ms. Tracey, seconded by M. Burns.

In favor(yes): M. Burns, P.Corriveau, T.Ghrist, S.Sanchez, J. Tracey, J.Story. Abstain: M. Shepherd.

Passed by 6-0 vote.

Warrant: 18-38: Motion to approve by Ms. Tracey, seconded by M. Burns.

In favor(yes) T. Ghrist, J. Story. Abstain: M. Burns, P.Corriveau, S.Sanchez, M.Shepherd, J. Tracey.

Passed by 2-0 vote.

Warrant 18-39: Motion to approve by J. Tracey, seconded by M. Burns.

In favor(yes): T.Ghrist, J.Story. Abstain: M.Burns, P.Corriveau, S.Sanchez, M.Shepherd, J. Tracey.

Passed by 2-0 vote.

Warrant 18-40: Motion to approve by J. Tracey, seconded by M. Burns.

In favor(yes): M.Burns,T.Ghrist, S.Sanchez,M.Shepherd, J. Tracey. Abstain: P. Corriveau, M. Shepherd.

Passed by 5-0 vote.

Warrant 18-41: Motion to approve by J. Tracey, seconded by M. Burns.

Passed 7-0 all in favor.

Warrant 18-42: Motion to approve by J. Tracey, seconded by M. Burns.

Passed 7-0 all in favor.

Warrant 18-43: Motion to approve by J. Tracey, seconded by M. Burns.

Passed all in favor 7-0.

February Warrants:

Warrant: 18-44: Motion to approve by J. Tracey, seconded by J. Story.

In Favor(yes): T. Ghrist, J. Story. Abstain: M. Burns, P. Corriveau, S. Sanchez, M. Shepherd.

Warrant: 18-45: Motion to approve by J. Tracey, seconded by J. Story.

In Favor(yes): T. Ghrist, J. Story. Abstain: M. Burns, P. Corriveau, S. Sanchez, M. Shepherd

Warrant 18-46: Motion to approve by J. Tracey, seconded by J. Story.

Passed all in favor 7-0.

Warrant 18-47: Motion to approve by J. Tracey, seconded by J. Story.

Passed all in favor 7-0.

Warrant 18-48: Motion to approve by J. Tracey, seconded by J. Story.

Passed all in favor 7-0.

Warrant 18-49: Motion to approve by J. Tracey, seconded by J. Story.

Passed all in favor 7-0.

Warrant 18-50: Motion to approve by J. Tracey, seconded by J. Story.

Passed all in favor 7-0.

Warrant 18-51: Motion to approve by J. Tracey, seconded by J. Story.

Passed all in favor 7-0.

Warrant 18-52: Motion to approve by J. Tracey, seconded by J. Story.

Passed all in favor 7-0.

Addendum: Book Fair profit of \$1,710 which is ear marked to buy new classroom books.

- b. **Academic Excellence Committee:** See Principal's Report.
- c. **Governance:** N/A.
- d. **Development Committee:** N/A.

6. **Closing Procedures:**

Current SHHMCS contracts: Most will be discontinued except for O' Connor portrait studios, a 3 year contract; as this is not typically approved by HPS and only by city of Haverhill.

One item left to complete: #22 which states that: any leftover funds at end of school year will be returned back to Haverhill Public Schools. Margaret anticipates smooth transition.

Additionally, SHHMCS still required to report to DOE children who are moving out of school. Ms. Sanchez will relay this information to Claire Smithy and Allison Bagg as it occurs.

7. New Business: Meeting time & date changes through June 2018:
April 3 at 3:30 PM.
June 5 at 3:30 PM.

No executive session required.

Meeting adjourned 530 PM.

Next SHHMCS board of trustees meeting scheduled for: April 3rd at 3:30 PM.