

**Seven Hills Charter Public School
Board of Trustees Meeting Minutes
Monday November 2, 2009
6:00-8:00pm
Held in room #210 at Seven Hills Charter Public School**

Welcome

Meeting began at 6:05 PM. In attendance: Carlton Watson, Suzanne Buglione, Kevin Bradley, Joanne Newcombe, Beverley Bell, Krista Piazza, Shelly Hinds, and Cindy Krackovic, as well as four possible new board members: Joseph Hungler, Susan Puryear, Marianna Islam and Melissa Haffty. Also in attendance were Donna Clark-Cranham and Henry Chamberlain, Grade 2 teachers. Beth Gillis recorded meeting minutes.

Minutes

Minutes of the October 6, 2009, SHCPS Board of Trustees Meeting presented for approval.

Motion to approved meeting minutes: Suzanne Buglione

Second: Joanne Newcombe

All members voted in favor of the motion.

Public Comments

The BOT has allotted 15 minutes to those individuals from the community or staff who has notified the Board in advance that they would like to speak on a topic that may or may not be on the agenda.

1) Presentations:

- a. MCAS Growth Model Update and Results Distribution – Although discussions have taken place at prior meetings, Ms. Piazza wanted to answer any additional questions the board members had about MCAS. Ms. Piazza reviewed the pros and cons of the current Growth Model and notified the board that the state is discussing using individual teacher data in the future. Schools received Growth Model results this year. Next year, parent reports will include this information as well. There is still discussion regarding the relationship between SGP and AYP determinations. Ms. Piazza reviewed Seven Hills' Median Student Growth Percentile numbers and CPI numbers in relation to our school, WPS and the state over the last five years. Discussions took place regarding the corrective action plans already in place and next steps for moving forward.
- b. The Standards Based SLC and parent and staff informational letters were presented., Although parents will receive the first SLC's in December they have been able to review the document since last spring and through several parent workshops– so they are aware of Seven Hills' expectations for each grade level.- Mr. Chamberlain reported that some parents expressed confusion about connecting the new system to previous letter-grade standards. Parent meetings will continue throughout the year to help families understand the model. Ms. Piazza reported that private schools are very comfortable with the new standards-based SLC, and although public schools reported being open to the concept they have not provided additional feedback.

- c. Parent Involvement Update: Ms. Piazza presented about MCAS Night, Family Conference Night, and the School Advisory Council. She reviewed the SAC minutes and discussed their role in school improvement planning. Feedback to the SAC project was positive in that connecting families with the school through shared language and cross cultural learning experiences is a worthwhile investment in energy. A discussion about recruitment of families to participate ensued because often families do not take advantage of things offered by the school. It was suggested that the school should consider that family dynamics may be different and a parent may not be the primary caregiver; grandparents, aunts, uncles, etc. should also be approached about the program. Board members are invited and encouraged to participate in one of the three subcommittees: Course Development, Recruitment/ Advertisement, or Event Coordination. The next SAC meeting is Nov 19, 2009 at 5:30 PM.

2) Board Report:

- a. Board Work Plan: To be updated via the School Improvement Plan at the November 23rd retreat at Peppercorns from 5:00 PM to 9:00 PM.
- b. Board Development: Survey created to obtain feedback on orientation process, and posted via “survey monkey”. To be distributed to potential board members at orientation going forward. Copy included. Ms. Buglione reported that 4 out of 5 surveys have been returned. The Survey will remain online until after the next orientation meeting.
- c. Update on recruitment
 - a) Beverly Bell awaiting confirmation from DESE. Ms. Krackovic will follow up.
 - b) Joseph Hungler and Melisa Haffty for consideration of school board trustee. Motion to approve appointment of Mr. Hungler and Ms. Haffty: Joanne Newcombe
Second: Suzanne Buglione
All members voted in favor of the motion
 - c) Schedule Orientation for week of November 16th.

3) Old Business:

- a. November 19th Charter School Leadership Summit – Ms. Bell will share the information she gathers at the Summit.
- b. Board member contact information provided to MCPSA – Ms. Krackovic will follow up.
- c. Creation of link for board package documents – Ms. Krackovic reported that the Technology Dept Manager, Mr. Coyne, will have the link completed for the December meeting.

5) New Business:

- a) Charter School Information, and Political Climate/Candidate discussion - Ms. Buglione expressed the importance of the board members acting as advocates to keep people informed and provide accurate information about Charter Schools.
- b) Redesigning DESE’s District Accountability and Assistance Regulations -- Ms. Piazza reviewed the Framework for District Accountability and Assistance and the Essential Conditions for School Effectiveness handouts in the Board packet. Regardless of whether these changes are adopted, Seven Hills will conduct a self-study as outlined in Level 3 on

the Framework. Ms. Piazza asked the board to consider that Seven Hills has implemented several large changes for this school year and suggested that time will determine if the changes were successful. Mid year feedback will be provided at the Dec. retreat, following the November coaches retreat.

- c) Proposed changes to the Charter School Regulations presented, there were no questions.
- d) Mid-cycle Review handout – discussion set for December meeting.
- e) e) DESE Site visit scheduled for January 19, 2010. Ms. Piazza will review with the board what the day will look like so the board members will be prepared. It is important that board members attend the site visit.

6) Financial Report

- a) Personnel Update:
- b) Enrollment Report as of 10/27/09: 677 enrolled, waitlist 471, 672.39 ADM
- c) Cash Balances September 2009: Ms. Krackovic presented, there were no questions.
- d) Qtr ended 9/30/09 Balance Sheet and P/L: Ms. Krackovic noted that the high net profit is reflective of the historical spending pattern of the school so timing of expenditures needs to be taken into consideration in addition to the personnel piece, there were no questions.
- e) 1st Qtr ended 9/30/09 Budget to Actual: Ms. Krackovic noted that as with the P/L timing is the factor on a number of line items, also the 12 month budget period verses a 10 month program, or 11 month salary calculation, summary of variance was provided. Ms. Krackovic also spoke to the personnel budget being under spent, and that these funds are strategically targeted in anticipation of revenue cuts based on the financial situation of the state. In addition consideration of the sustainability of those positions currently funded by the ARRA grants, there were no questions.
- f) Approval of Audit, based on draft previously provided, there were no changes.

Motion to approved audit: Joanne Newcombe

Second: Suzanne Buglione

All members voted in favor of the motion.

7) School Communication: Also visit www.sevenhillscharter.org

- a) Weekly Staff Notes: October 5th, 13th, 19th and 26th. (Link will be provided for December meeting)
- b) Weekly Newsletter: visit www.sevenhillscharter.org

Motion to adjourn: Suzanne Buglione

Second: Kevin Bradley

Meeting adjourned at: 7:45 PM

Next meeting: Tuesday, December 1, 2009

Minutes respectfully submitted by:

Beth Gillis

Administrative Assistant