

Seven Hills Charter Public School Board of Trustees
Meeting Minutes
January 8, 2008

Welcome

Meeting called to order at 6:05 PM. In attendance: Carlton Watson, Donna Lemoyne, Rebecca Blodgett, Richard Bisk, Cindy Krackovic, Krista Piazza and Gerald Yung. Beth Gillis recorded meeting minutes.

Minutes

Minutes of the December 4, 2007 SHCPS Board of Trustees Meeting presented for approval.

Motion to approve: Rebecca Blodgett

Second: Richard Bisk

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) School Advisory Councils and PAC

Presented by Gerald Yung. There are 6 faculty and 3 parent members of SAC. Mr. Yung would prefer 2 additional members for the committee and asked the Board to assist in recruiting from the community.

The main function of SAC is to review the school's accountability plan and determine strengths, areas for improvement and general concerns. Major discussions have revolved around parent participation at the school. The committee recognizes the importance of parent's involvement and are revisiting the Parent University idea that was discussed last year as well as organizing new events such as an Open House for 2008.

b) Site Visit

Presented by Krista Piazza. The DOE site visit scheduled for March 25, 2008 has been changed to February 7, 2008. All documentation must be submitted by January 18, 2008. Since the visit is now so much closer, the February Retreat will include focus on the protocol questions (packet attached). Board members should review the packet in preparation for the visit. DOE team members will be looking for consistent answers from all participants

2) Board Report:

Strategic Planning / Subcommittees

a. **Academic Achievement**

1. *Math and Science Initiative:* (Rebecca Blodgett, Krista Piazza, Richard Bisk, Andrew Feland)

b. **Organizational Viability “Finance”**

1. *Funding Support:* (Donna Lemoyne, Carlton Watson, Cynthia Krackovic, Krista Piazza)
2. *Facilities:* (Rebecca Blodgett, Lee Cordaro, Gerald Yung, Krista Piazza (“development phase only”))

c. **Faithfulness to Charter “Governance”**

1. *Population Served:* (Jim Diggins, Darrell Gibbs, Krista Piazza, Gerald Yung)
2. *Dissemination:* (Lee Cordaro, Krista Piazza)
3. *Political Advocacy:* (TBD) – Due to recent political changes, advocacy has become a high priority. Krista Piazza has had regular meetings with our Liaison to discuss two primary goals: (1) Setting up meetings between local Legislative Representatives and parents and (2) Hosting a community leadership event at the school. Krista Piazza is concerned that our Liaison has not followed up on these discussions even though an event has been scheduled for February 8.
4. *Board Development:* (Rebecca Blodgett, Krista Piazza, Cindy Krackovic, Carlton Watson) DOE/Charter School trainings - board members to attend minimum of one training per year.

3) Old Business:

- a) 403 (b) proposal by Lincoln Investment Planning to be presented in February. The board agreed that this discussion should be tabled until the March meeting.
- b) February Retreat confirmed Crowne Plaza for Tues. Feb. 5th, 5:00 to 9:00pm. The agenda has been developed by Carlton Watson and Krista Piazza. Chris Bogden will be facilitating the meeting as well. Documentation will be forwarded as soon as possible.
- c) Charter Leader Meeting (summary provided in December package), State Ethics Commission – Review attached documentation.

4) New Business:

- a) Travel Policy - The attached policy was modified from Edison’s travel policy. It is now easier to understand and more specific to Seven Hills’ needs. Donna Lemoyne suggested that the first sentence under Lodging be changed to:

“All hotel bookings will be made through the business office.”

Additional changes requested by the Board were to include page numbers and further clarification relative to personal meal allowances. The Board was asked to vote on the new travel policy based on the above mentioned amendments.

Motion to approve: Donna Lemoyne

Second: Rebecca Blodgett

All members voted in favor of the motion.

- b) Gerald Yung has been nominated to join the Massachusetts Charter Association.

Motion to approve: Richard Bisk

Second: Donna Lemoyne

All members voted in favor of the motion.

- c) Bus Discipline Procedure and Consequences. (Attached) – The board supports these procedures.

5) Financial Report

- a) Personnel Update – Attached.
- b) Enrollment Report as of 12/21/07: 673 enrolled, waitlist 177, ADM 674
- c) Cash Balances: November 2007 – Attached.
- d) November 2007 Balance Sheet and P/L – Attached.
- e) Amended FY08 budget for approval – Attached. Changes reviewed by Cindy Krackovic. Please note that the reduction in SHCPS's per pupil revenue as reflected in the 2nd Qtr payment is not reflected on this proposed budget amendment. The board should anticipate another proposed budget amendment with the financial reporting at the February meeting.

Motion to approve: Donna Lemoyne

Second: Richard Bisk

All members voted in favor of the motion.

- f) Tofias cost structure for FY08 audit – Attached. As a result of the increased cost of the FY08 audit as proposed by Tofias the board has given approval for Cindy to investigate two alternative auditing firms: Daniel Dennis & Co and Alexander, Aaronson & Finning. These companies have experience with charter schools, come highly recommended and SHCPS would anticipate a more reasonable cost structure than Tofias. Cindy Krackovic will contact Kevin Petrosino at Tofias and advise him of the board's decision. Any questions from Tofias should be directed to Carlton Watson.
- e) FY09 Budget Time-Line to present – Attached.

Motion to adjourn: Richard Bisk

Second: Rebecca Blodgett

Meeting adjourned at: 7:00 pm

Next meeting: Tuesday, February 5, 2008 at Crown Plaza, 5 pm to 9 pm.

Minutes respectfully submitted by:

Elizabeth Gillis

Administrative Assistant