

**Seven Hills Charter Public School Board of Trustees**  
**Meeting Minutes**  
**April 1, 2008**

Welcome

Meeting called to order at 6:15 PM. In attendance: Carlton Watson, Donna Lemoyne, Rebecca Blodgett, Jim Diggins, Cindy Krackovic and Krista Piazza. Beth Gillis recorded meeting minutes.

Minutes

Minutes of the March 4, 2008 SHCPS Board of Trustees Retreat/Meeting presented for approval.

Motion to approve: Donna Lemoyne

Second: Jim Diggins

**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) Board Goals FY08-09

The attached document outlines goals and strategies; however, Krista Piazza would like to highlight the following key areas:

Math & Science: Richard Bisk and Lee Cordaro are acting as liaisons to their colleges to develop relationships and enhance recruitment of teachers and interns. Posters will be distributed to colleges. Richard Bisk will follow-up with Krista Piazza regarding the next step for the Singapore Math course offerings and planning staff orientation. Lee Cordaro is working on the recruitment effort and will bring information to the next meeting.

Student Population: Lisa Dirsa will be driving the effort to build relationships with local high schools, however Krista Piazza asked for a volunteer from the board to assist with this initiative. Rebecca Blodgett volunteered. Jim Diggins will help to identify businesses and seek donations for scholarships.

Facilities: Gerald Yung and Jessica Minor will be developing plans for the after school Village program and reaching out to the community for assistance. Donna Lemoyne has volunteered to assist with their efforts.

Funding Support: Rebecca Blodgett will establish a Board of Friends and will contact Darryl Gibbs for a list of established contacts. Possible organizations to contact for grant money include VNA of Worcester, Allmerica, AdCare, Hanover, Hannaford and Polar. Carlton Watson has taken steps to assist with Funding Support and will continue in this effort. All board members agreed that the school should pursue grants that will subsidize the programs already established or provide support for general use. We do not need to establish new programs at this time.

Dissemination: A summer teaching academy, open to teachers at other schools as well as Seven Hills teachers, would be a great way to disseminate information. It was also suggested that the summer academy could be open to college students. They could attend training programs, bi-monthly support groups, and year-end "best practices" reunion to share ideas.

Political Advocacy: Rebecca Blodgett will work to increase the outreach program to legislators. It was suggested that legislators be invited to our school play and they be recognize personally at the performance. Donna Lemoyne will mail “Willie Wonka Jr” tickets to local Representatives. Jim Diggins will provide information regarding the local Rotary Club to Krista Piazza or Cindy Krackovic. Admittance into the Rotary starts with a sponsor invitation and the candidate must commit to attending 3 of 4 meetings per month. It is a major commitment but also an excellent connection. Members are asked for \$25 weekly dues. Meetings start in September.

**2) Board Report:**

a) Delegate Assembly: Feedback

Gerald Yung was nominated and elected to be a delegate on the Massachusetts Charter School Board.

b) FY08 Audit Firm: Vote to approve engagement letter.

Motion to approve: Rebecca Blodgett

Second: Donna Lemoyne

**All members voted in favor of the motion.**

**3) Old Business:**

a) 403 (b) Lincoln Investment

Cindy Krackovic received very good feedback from the references provided by Lincoln. With board approval, Lincoln’s representative will return to Seven Hills with a rollout presentation. Open enrollment is in June.

Motion to approve: Donna Lemoyne

Second: Rebecca Blodgett

**All members voted in favor of the motion.**

b) Site Visit Final Report

The final report reflects the information we already knew.

c) FY09 Calendar

The teacher response to the FY09 calendar was not positive. They did not support the idea of attending Saturday retreats. The Academies were not able to agree on one unified alternative but requested that the board reconsider their last vote.

Motion to reconsider the vote: Rebecca Blodgett

Second: Jim Diggins

**All members voted in favor of the motion.**

The Board members proposed the following change to the calendar:

*“All 200-day contract employees will complete a summer assignment as determined by administration that will be due on August 12, now the first day back for teachers.. Failure to complete the assigned project will result in the completion of two (2) mandatory Saturday professional development days to be scheduled by the administration. This summer assignment will be counted as the equivalent of two (2) contract days.”*

Motion to accept new calendar: Donna Lemoyne

Second: Jim Diggins

**All members voted in favor of the motion.**

#### **4) New Business:**

a) FY09 Budget Personnel Allocation

The board was asked to vote on the Personnel Allocation section of the Budget so that contracts can be drawn up. Two key areas to note include the addition of a ½ time position to the guidance department and a full time “flex” position. Krista Piazza expressed the need for a staff person who can cover maternity leaves but also can be flexible to cover other absences/changes throughout the school year as well. The person to fill this position must have the skill set and “know the ropes” in order to be successful.

The board voted to approve the personnel budget total, as well as the proposed percent increase by performance evaluation rating as well as position as outlined on the attached. As previously discussed there will be a need to make further adjustments to some instructional staff in order to remain competitive with the Worcester pay step scale.

Motion to accept: Donna Lemoyne

Second: Jim Diggins

**All members voted in favor of the motion**

#### **5) Financial Report**

a) Personnel Update: Presented, no questions.

b) Enrollment Report as of 03.27.08: 668 enrolled, waitlist 320, ADM 672: It was noted that the lottery has been held.

c) Cash Balances: February 2008: Presented, no questions.

d) February 2008 Balance Sheet and P/L: Presented, no questions.

#### **6) Other Business:**

a) A representative from Aflac would like to present the company’s services to the staff during benefits Open Enrollment Day. Their program is 100% employee contribution and there is no administrative cost. Presentation approved by the Board.

b) The SAC committee invited the Board to attend “Disco Night” on Saturday May 17 at Maxwell Silverman’s from 6 pm to 11 pm. Tickets are \$6 and will be sold in advance and at the door.

c) A Staff Whitewater Rafting trip has been planned for June 5. Speak to Krista Pizza for details.

d) On May 2 & 3 the students from Seven Hills will present “Willie Wonka Jr.” at Quinsigamond Community College. Tickets are \$3 students/seniors, \$6 adults and \$8 at the door.

Motion to purchase a full-page ad: Rebecca Blodgett

Second: Carlton Watson

**All members voted in favor of the motion.**

Motion to adjourn: Donna Lemoyne

Second: Jim Diggins

**Meeting adjourned at: 7:45 PM**

**Next meeting: Tuesday, May 6, 2008**

Minutes respectfully submitted by:

Elizabeth Gillis

Administrative Assistant