

Seven Hills Charter Public School Board of Trustees
Meeting Minutes
September 4, 2007

Welcome

Meeting began at 6:10 pm. In attendance: Lee Cordova, Donna Lemoyne, Carlton Watson, Krista Piazza, Cindy Krackovic, Richard Bisk and Kate Ariemma. Beth Gillis recorded meeting minutes.

Minutes

Minutes of the August 7, 2007 SHCPS Board of Trustees Meeting presented for approval.

Motion to approve: ** Motion to approve the meeting minutes tabled until the board is in full session.

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) Superintendent Report “School Start Up.” Improvements were made throughout the school over the summer. A new tile floor was installed in the foyer and in several hallways and classrooms. The Patio was completed and awaits inspection. SmartBoards were installed in 12 classrooms and provide interactive instruction to the students. PowerSchool is now up and running despite initial delays. Two particular areas that were identified as challenges for the 2007-08 school year are staffing and transportation. The school year began with several vacant positions and some, including Psychologist and Custodian, remain open. Due to significant changes in bus schedules made by the Worcester Public School Director of Transportation, the year began with a great deal of confusion. The Director and Durham Bus Company are both working with SHCPS to create a correct and permanent bus route schedule.
- b) Summer Programming Report – Presented by Kate Ariemma. The Summer Program was held at the Worcester Public Library where a surprising number of students turned out; it was active every single day. Approximately 30 students attended on a regular basis; 40-50 had signed up in advance. Activities were divided by academy and subject and faculty helped children find books that were age and skill appropriate. Students also gained a renewed interest in the library and learned to utilize their resources. The Summer Program also included an independent Interview Challenge. Approximately 20 students participated in the Interview Challenge and they were rewarded with an Ice Cream Social when they returned to school.
- c) Character Education Programs – Tabled until the October meeting so that more board members may participate in the discussion.
- d) Seven Hills Charter Public School Academic and Behavior Support Guide – Guidebook distributed to board members in attendance. Discussion tabled until the November board meeting.

2) Board Report:

Strategic Planning / Subcommittees

- **Academic Achievement**

Math and Science Initiative: (Rebecca Blodgett, Krista Piazza, Andrew Feland, Richard Bisk) – See attached meeting notes from August 29, 2007. The board discussed initiatives to get parent support and involvement.

- **Organizational Viability “Finance”**

Funding Support: (Donna Lemoyne, Carlton Watson, Cynthia Krackovic, Krista Piazza)

Facilities: (Rebecca Blodgett, Lee Cordaro, Gerald Yung, Krista Piazza (“development phase only”))

- **Faithfulness to Charter “Governance”**

Population Served: (Jim Diggins, Darrell Gibbs, Krista Piazza, Gerald Yung) – See attached notes from May 31, 2007 conference call and August 29, 2007 meeting.
Dissemination: (Lee Cordaro, Krista Piazza) – Summary of expertise survey and future tasks attached.

Political Advocacy: (TBD)

Board Development: Carlton Watson suggested adding a task group that would address Board Development and that each board member attended at least one Leadership/Governance training session per year.

3) Old Business

- a) Reading First Update (documents provided with August package)
- b) Coordinated Program Review Update - Preliminary draft received, however, SHCPS still awaits the final document.
- c) Parking Update – Parking continues to be an issue. There are approximately 45 parking spaces available between the SHCPS parking lot and spaces rented from Marshall-Diggins, Eastern Medical Center and Mt. Carmel. However, the school must be able to accommodate 100 vehicles for staff and faculty. Krista Piazza has been speaking with the local residents association to determine an effective plan that is agreeable to Seven Hills staff and local residents. The Business Manager approached Pub 99 to provide an additional parking area for staff, however, the staff expressed concerns about the distance, safety and difficulty of climbing the hill while carrying their supplies. Carlton Watson requested that Cynthia Krackovic investigate WRTA to determine van costs to transport staff from far parking lots between 6:20 am to 7:20 am and 3:20 pm to 4:20 pm.
- d) Maintenance and Capital needs will be reported in November, after the October meeting with facilities.
- e) Governance Profile: Follow up on required component #12 of the annual report criteria does state “For each current trustee, include the name, outside employer or expertise.....” – Board members were agreeable to including information relative to their expertise rather than their employer’s company name.

1) New Business

- a) Notification from Charter School Office Accountability Team that a site visit will take place during the 2007-2008 school year. Date to be determined.
- b) October annual meeting. Per the new by-laws the board must schedule an annual meeting to vote on board terms and officers.

- c) New Board Member: Richard Bisk – Vote for acceptance to the board tabled to the October meeting when the board is in full session.

5) Financial Report

- a) Personnel Update - Vacant positions include School psychologist and Custodian. Substitute Teachers may be required to fill possible maternity leaves for the 2007-08 school year.
- b) Enrollment Report: 687 enrolled, waitlist 223
- c) Cash Balances: July 2007 - See attached report
- d) July 2007 Balance Sheet and P/L - See attached report.
- e) Audit Update – On the schedule for September 17, 2007 for a 2-week site visit. Information has been forwarded as requested.

Meeting adjourned at: 7:35 pm

Next meeting Tuesday, October 2, 2007

Minutes respectfully submitted by:
Elizabeth Gillis
Administrative Assistant