

Seven Hills Charter Public School Board of Trustees
Minutes
September 16, 2008
(Rescheduled from September 2, 2008)

Welcome

Meeting began at 6:03 PM. In attendance: Donna Lemoyne, Rebecca Blodgett, Richard Bisk, Carlton Watson, Cindy Krackovic, Gerald Yung and Krista Piazza. Beth Gillis recorded meeting minutes.

Minutes

Minutes of the May 6, 2008 and August 7, 2008 SHCPS Board of Trustees Meeting presented for approval.

Motion to approve: Richard Bisk

Second: Donna Lemoyne

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) Curriculum and Support Program Overviews (Leadership, FASST) – Hand-out provided at the August meeting.
- b) Student Achievement Report (annual report) -- Provided in August Board Package and is part of Annual Report based on last year's data. New data will be reviewed and distributed at the November retreat.
- c) School Improvement Plan Update – Information provided in the August board package was based on the raw data onsite, but will be updated when SHCPS receives the MCAS results.
- d) Governors Readiness Project – Attached.
- e) Adoption of Policies (handbook approval): Changes to the handbook reviewed, additional discussion took place at the August meeting. See minutes for details on changes presented.

Motion to approve: Donna Lemoyne

Second: Richard Bisk

All members voted in favor of the motion.

2) **Board Report:**

- a) Goals FY08/09 Assigned Task/Work Plan Update: Will further address at the November Retreat
- b) Presentation Schedule for FY09: Motion to approve as amended moving "Achievement Screening Results" to November.

Motion to approve: Rebecca Blodgett

Second: Donna Lemoyne

All members voted in favor of the motion.

3) **Old Business:**

4) **New Business: (carried over from August meeting)**

- a) Peabody Technology Purchase – The Board members agreed to move forward with the purchase of technology hardware as recommended by the technology department per the attached spreadsheet and based on the narrative as outlined. Motion to affirm the approval by the board to move forward with the technology purchase as presented.

Motion to approve: Rebecca Blodgett

Second: Richard Bisk

All members voted in favor of the motion.

- b) FY08 Audit Schedule – Attached for review: Cynthia Krackovic noted that we are on schedule.
- c) FY09 Meeting Schedule: Draft provided: Changes to be reflected in the meeting schedule for approval are: October meeting moved to the 14th, at 5:45 rather than 6:00. November meeting changed to Monday November 3, 2008 and is designated as the retreat, time from 5:00pm to 8:00pm, location to be determined. Starting in December the Board will return to regular first Tuesday of the month schedule. Current start time of 6:00 remains, however, it was suggested that the time change to 5:45 PM should be considered.

Motion to approve as amended: Rebecca Blodgett

Second: Donna Lemoyne

All members voted in favor of the motion.

- d) Thank you letter from SHCPS Drama Club – Attached for review.
- e) Increase to paid lunch by .25. – The Board members discussed the need for this increase to school lunch. See information attached of the communications presented. Motion made to affirm the approval by the board to move forward with the increase.

Motion to approve: Rebecca Blodgett

Second: Richard Bisk

All members voted in favor of the motion.

- f) Change in Disability Insurance vendor from Standard Insurance to Unum, resulting in approximately a \$4K reduction in cost. Effective August 1st. Attached.
- g) Retain the Village Afterschool Program at SHCPS: Suspension of previous vote regarding the Village Afterschool Program. Due to an unanticipated consequence which just became apparent, a motion to retain the Village program in FY2009 under the School entity until a determination based on additional information regarding the licensure requirements can be made.

Motion to Suspend Previous Vote: Rebecca Blodgett

Second: Donna Lemoyne

All members voted in favor of the motion.

- h) Village Program Proposal FY2009, proposal attached: Discussion around the proposed changes to the rate structure, cap of enrollment and hire of a new program director. Data provided on the reate comparison of other area providers. Information on reduction of enrollment, this strategy is consistent with the intent to eventually move the program off site to other area providers.

Motion to approve proposal: Donna Lemoyne

Second: Richard Bisk

All members voted in favor of the motion.

- i) Notice of preliminary school accountability status under NCLB provided.

5) Financial Report

- a) Personnel Update provided: Note correction of Tracy McDonald as a Special Education Teacher.
- b) Enrollment Report as of 08/22/08: 692 enrolled waitlist 252, ADM 690.2
- c) Cash Balances: April 2008, May 2008, June 2008, and July 2008 : Presented by Cynthia Krackovic, there were no questions
- d) April 2008, May 2008 and June 2008 (pre-audit), and July 2008 Balance Sheet and P/L: Presented by Cynthia Krackovic, there were not questions.
- e) 4th Qtr Budget verses Actual: Presented by Cynthia Kackocvic, there were no questions.
- f) FY09 Amended Proposed Budget: Donna Lemoyne questioned the projected debt ratio for years 2010 and 2011 as presented on the debt service analysis. Ms. Krackovic noted that Seven Hills is historically conservative with the budget and by the end of the year the amended budget allows for additional revenue to flow to the bottom line in order to increase the debt ratio, so although the projections are below required it is probable that we will be able to make the ratios in FY2010 and 2011. Based on revised projects to include FY2012 and FY2013 under review the trend of an increased debt ratio, due to the final payment of the Edison Debt would provide evidence of financial stability for DCU, in addition to our strong track record, to obtain, if necessary, a waiver of the debt ratio covenant.

Motion to approve the amended budget, and financials as presented: Richard Bisk

Second: Donna Lemoyne

All members voted in favor of the motion

Motion to adjourn: Rebecca Blodgett

Second: Donna Lemoyne

Meeting adjourned at: 6:40 PM

Next meeting: October 14, 2008 at 5:45 PM

Minutes respectfully submitted by:

Elizabeth Gillis

Administrative Assistant