

Seven Hills Charter Public School Board of Trustees
Meeting Minutes
Tuesday, December 1, 2009
6:00-7:30pm
Held in the Library at Seven Hills Charter Public School

Welcome

Meeting began at 6:03 PM. In attendance: Carlton Watson, Joanne Newcombe, Melissa Hafftey, Marianna Islam, Cindy Krackovic and Krista Piazza. Also in attendance: Robert Ramirez (potential Board member), Kate Clark (Junior Academy Special Education Teacher), Sherry Trainque (Student Support Manager), Donna Clark-Cranham (Grade 2 Teacher), Michelle Hennessey (Assistant Academy Director), Beth Gillis recorded meeting minutes.

Minutes

Minutes of the November 2, 2009, SHCPS Board of Trustees Meeting were not presented for approval since the Board was not at quorum.

Minutes of the November 23, 2009 SHCPS Board Retreat were not presented for approval since the Board was not at quorum.

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. Student Support Services Overview:

Special Education. Presented by Sherry Trainque. Ms. Trainque reviewed the Special Education Program, and the roles and responsibilities of teachers and support team. In response to questions, Ms Trainque explained that type of training teachers receive before working with special education students, as well as the number and needs of Special Education students over the past three years. Ms. Trainque shared with the board the process by which program evaluation and student data is collected and analyzed in order to improve services in order to increase student achievement. She gave an overview to the areas of focus for this year, including the content area designations of special education teachers and assistants and the intensive training around establishment of grade appropriate goals and interventions and methodologies for determining adequate progress. She also explained the referral process and the differences between an IEP and a 504.

The Bridge Classroom – Ms. Trainque reviewed the Bridge Program handouts including the 3-tiered model and job responsibilities of the Bridge Team members.

English Language Learners Program. Ms. Trainque reviewed the handout and reported explained the evolution of the state ELL regulations over the last several years. She reviewed the service delivery and teacher training requirements and the steps Seven Hills has taken to meet these requirements. She also talked about the ELL curriculums being used and how they align with classroom based programs and state frameworks.

The number of ELL students at Seven Hills has doubled this school year so we have increased our staffing. Although the state does not require ELD services for kindergarten students (SEI

suffices), the current cohort has a high level of need so we are looking for yet more support in order to build a stronger foundation in the early grades. We have had difficulty securing qualified instructors so we have not yet closed our search.

Ms. Piazza reported that according to an analysis of our internal fall benchmarking data, a high number of students identified as “at risk” also speak English as a second language. For this reasons, our ELL teachers have provided after school tutoring to targeted students, with a link to family programming. In addition, the School Advisory Council is focusing their efforts this year on providing parent support with English language acquisition and strategies to help their children with schoolwork at home.

In response to a question about the correlation between ELL and Special Education identification, Ms. Piazza and Ms. Trainque shared information about that issue and explained that Seven Hills uses independent consultants to conduct bilingual evaluations in their home language so that we can separate out language issues from disability issues.

2) Board Report:

- a. Board Work Plan: Updated at the 11/23/09 Retreat. Goal summary and sub-committee assignments provided. Each sub-committee is to provide an update monthly at the board meetings.
- b. Update on recruitment
 1. Approval from DESE on Joseph Hungler received
 2. Consideration of Marianna Islam for board trustee
 3. Consideration of Robert Ramirez for board trustee

3) Old Business:

- a. Legislative Update on Education Reform Bill: Articles and updates from Marc Kenen of the MCPSA were provided. Ms. Krackovic signed up all new board members to receive email updates from the MCPSA.
- b. H1N1 Update: Ms. Piazza reported that Seven Hills received access to vaccines for the 85 students who returned permission slips. Delivery expected on December 15. The vaccine is available to students only; teachers will not receive vaccines at the school. Students in grades Kindergarten through 5 must have a parent present during the vaccine. Older students may receive the vaccine without their parents on site.

5) New Business:

- a) Site Visit January 19, 2010 is tentative, awaiting confirmation from the DESE due to staff turn over in the charter school office. Board member attendance required. Hold the date notice sent 11/4/09.
- b) Increase to Occupancy for lease with Learning First Foundation – Mr. Watson advised the board that an increase to the lease with the LFF was being addressed by their board, and if approved would be put on the agenda for consideration by SHCPS.
- c) Holiday Celebration – The Board was invited to the Seven Hills Holiday Celebration on Friday, December 18, 2009 at 4:00 PM at VIA Italian Table, Worcester. A public meeting will be held from 4:00 PM to 4:15 PM to facilitate the vote of new board members Marianna Islam and Robert Ramirez presented for consideration.

6) Financial Report

- a) Personnel Update: Presented, there were no questions
- b) Enrollment Report as of 11/23/09: 676 enrolled, waitlist 471, 673.4 ADM
- c) Cash Balances: October 2009. Ms. Krackovic reviewed, there were no questions.
- d) October 2009 Balance Sheet and P/L. Ms. Krackovic reviewed, there were no questions.

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

- a) Weekly Staff Notes: November, accessed via link provided
- b) Weekly Newsletter: visit www.sevenhillscharter.org

Meeting adjourned at: 7:50 PM without a motion, not at quorum.

Next meeting: Tuesday, January 5, 2010

Minutes respectfully submitted by:

Beth Gillis

Administrative Assistant