

MARSTONS MILLS EAST HORACE MANN CHARTER PUBLIC SCHOOL (MMEHMCP)		Date:	Monday February 23, 2009	Time:	6:00 p.m.
BOARD OF TRUSTEES		Location:	Marstons Mills East HMCP Library		
		Chaired by:	Janelle D'Aprix, Board of Trustees Chair		
		Recorded by:	Kim Moberg, Parent Volunteer		
Attendees:	Janelle D'Aprix, Chair; Marjorie Berkley; Beth-Anne Allen; Jack McLeod; Tao Nguyen, Stephanie Wagner; Kenneth Keenan, Principal				
Absent:	Dave Vieira				
Guests:	Sandy Fruean, Michael O'Toole, Cheryl Quast				

MINUTES DRAFT

Agenda Item	Substance of Discussion	Decisions	Action Steps	Responsible	Due Date
<i>Call to Order</i>	Meeting called to order by Chair Janelle D'Aprix at 6:05 p.m.				
<i>Public Comment</i>	Janelle opened the meeting to Public Comment. There was not Public Comment. Public Comment closed.				
<i>Board Vote Policy/Minutes/ Reports</i>	<p>Board Meeting Minutes to be voted on:</p> <p><i>Executive Session Meetings:</i> 09/21/07, 09/24/07, 10/22/07, 11/26/07, 02/25/07, 07/28/08, 10/27/08, 11/24/08</p> <p><i>Special Meeting:</i> 12/29/08</p> <p><i>Regular Meeting:</i> 01/26/09</p> <p><i>Emergency Meeting:</i> 01/27/09</p> <p><i>Special Meeting:</i> 02/02/09 Vote postponed to 03/09</p> <p>Overview of Executive Session meeting minutes. Stephanie noted correction to January and February Minutes to read 2009 instead of 2008. Margie Berkley made motion to approve above minutes with noted correction. Stephanie Wagner seconded. All were in favor. Above minutes approved.</p>				
<i>Cadres Behavior</i>	<p>Sandy Fruean, Heath and PE Teacher, presented the Behavior/Assessment Cadre report.</p> <p>- Implementation of school-wide program called Positive Behavior Supports (PBS) which comes from the University of Connecticut (where ASP originated).</p>				

Agenda Item	Substance of Discussion	Decisions	Action Steps	Responsible	Due Date
<i>Cadres Behavior</i>	<ul style="list-style-type: none"> - Will be used in conjunction with current Second Step program. - Focuses on less intervention and more teaching. - Rewards and reinforces positive behavior. - Second Step 80% successful. PBS addresses 20% more "at risk" behavior issues. 				
<i>Cadres Assessment</i>	<p>Michael O'Toole provided the Assessment report.</p> <ul style="list-style-type: none"> - Cadre is assessing current student Report Cards, which have been used for the past 15 years. - In keeping with ASP principles, the cadre will use the Inquiry Method to identify how efficiently the cards measure student progress. - Cadre will seek parent input in designing new report cards. - Standards based report cards are being used in other schools, including Centerville Elementary here in Barnstable. - Other schools in the district had been looking into revising their report cards, but have since put the revisions on hold; we will continue to move forward. 				
<i>School Leader Report</i>	<p>Ken Keenan provided highlights:</p> <ul style="list-style-type: none"> - 3/2/09 is Dr. Seuss' birthday and Pajama Day. Ken asked board members to come to school and volunteer to read to a class on that day. - Ken discussed Barnstable Elementary School staff positions that will be eliminated due to the budget cuts required by the Superintendent. The Federal Government's Stimulus Package may help save some positions in the areas of Title 1 and Special Education. - 02/28/09 Open House at Hyannis East for parents at 10:00 a.m. - 2/28/09 Luau party at Hyannis East for incoming Barnstable Kindergarteners at 1:00. - 3/1/09 Open House at Hyannis East for MMEHMCPS staff at 9:00 a.m. - Ken has scheduled a Parent Information meeting to discuss transition updates and gather parents' input regarding the move. 				

Agenda Item	Substance of Discussion	Decisions	Action Steps	Responsible	Due Date
<p><i>School Leader Report (continued)</i></p>	<ul style="list-style-type: none"> - 02/24/09 The DESE will vote on our charter renewal. Janelle and members of the staff will attend the meeting to answer any questions that may arise. Approval is expected. - Ken distributed copies of the letter from Zisson and Veara stating that the pending civil action suit involving a former staff member has been closed. - Ken stated that AIG rejected his claim to pay for court costs. After discussion, it was agreed that Ken should ask Zisson and Veara to review the claim rejection to see if we should appeal. If so, the vote will be added to the March board meeting agenda. - Janelle expressed how very pleased she is at how James Veara handled this case. He was extremely professional and competent. Janelle will contact former board members who were involved at the beginning of the case to inform them of the outcome. - Ken distributed copies of Superintendent Grenier's most recent budget presentation. 	<p>Further action regarding AIG insurance claim rejection.</p>	<p>Request Zisson and Veara to review rejection claim and advise on appeal.</p> <p>Contact former board members involved with civil suit.</p>	<p>Ken Keenan</p> <p>Janelle D'Aprix</p>	<p>As soon as possible.</p> <p>As soon as possible.</p>
<p><i>Committee Reports PTO</i></p>	<p>Cheryl Quast, PTO President, presented the PTO update.</p> <ul style="list-style-type: none"> - The Scholastic Fair and Ice Cream Social were very successful. Income down \$400 from previous years_ which is good considering the current economy. Special thanks to Polar Cave who donated two containers of ice cream and discounted the rest. - Students voted for the movie shown on Movie Night. 291 tickets sold @ \$2 per ticket; Income was \$500. - Bingo Night is this week. Prizes will be MMEHMCPS logo clothing. - PTO voted to change format of yearbook to included both 3rd and 4th graders. It will contain the All School theme and be available at year end. - 4th grade picnic will remain for 4th graders only. - 3rd graders will choose their transitional celebration. 				

Agenda Item	Substance of Discussion	Decisions	Action Steps	Responsible	Due Date
-------------	-------------------------	-----------	--------------	-------------	----------

<i>Committee Reports PTO (continued)</i>	<ul style="list-style-type: none"> - We are brainstorming All School Community transitional activities, for example, The Mosaic Tile Cluster is creating a Big Blue Beast to bring to the new building. A new Nature Center will be developed as well. 				
<i>Committee Reports Development</i>	<ul style="list-style-type: none"> - Tao reported there is a meeting scheduled for 2/24/09 to meet with new parent volunteers. - Stephanie: the relocation will require us to file a 501(c)3 name change and pay the associated fee. 				
<i>Committee Reports Finance</i>	<p>Janelle highlighted the Finance Notes.</p> <ul style="list-style-type: none"> - The District has received our \$31,810 contribution toward the projected FY09 deficit and our Spending Plan reflects the revised balance. - We will reapply for the Dissemination Grant for the 2009/2010 school year. - Ken and Nancy have begun looking at next year's Spending Plan, which will be different than past years due to relocation to Hyannis East building. - The boiler at the Hyannis East building will be converted from oil to gas. - Utility costs hard to project with new boiler. Procurement Officer stated heating costs will be similar to those at the Osterville building. - Our funding allocation amount is usually known by April/May. 				
<i>Board Recruitment</i>	<ul style="list-style-type: none"> - Past board members had between nine and eleven members; bylaws limit up to fifteen. - Janelle and Tao have contacted potential candidates. - Janelle requested Margie to provide the board with a list of each board members term of service. - Janelle is also looking to recruit Executive and Officer level members. - Margie stated letters of recruitment to advertise open seats on the board and subcommittees have been sent to channel 22 for airing. - Ken will contact the principal at Hyannis East to see if any school council members from that school would be interested in serving on the board, as that council will be disbanding. 		<p>Provide list of board members term.</p> <p>Contact Hyannis East Principal to recruit board members.</p>	<p>Margie Berkley</p> <p>Ken Keenan</p>	<p>March 2009 meeting.</p> <p>As soon as possible.</p>
Agenda Item	Substance of Discussion	Decisions	Action Steps	Responsible	Due Date

<i>Board Recruitment (continued)</i>	Next Steps: Review Recruitment Policy to see if changes are needed. If so, board will vote on changes at next meeting. Otherwise, move forward with advertising.		Review Recruitment Policy	Janelle D'Aprix Margie Berkley	March 2009 meeting.
<i>Relocation Transitional Issues</i>	<ul style="list-style-type: none"> - To comply with the 60 day notice period, Ken has sent the Enrollment Application Notice, in English and Portuguese, to the Cape Cod Time, libraries, and preschools. Hyannis East will distribute the notice to their students via backpack mail. - A letter was sent to parents of incoming Kindergarteners asking if they will attend the new location. Responses are due back by 03/06/09. - Ken has solicited teacher and board input regarding relocation questions and issues to be addressed. - A Transit Task Force will be created. - During February vacation a group toured three Barnstable elementary schools to examine health and safety issues. The group included Melissa Caughey, RN, MSN, GNP-C and parent; Marina Broch, Barnstable County Environmental Specialist, and Anthony Lacina, Barnstable School Department Director of Facilities. Melissa distributed an overview of the tour and discussed the group's findings. Areas examined included levels of mold and moisture, asbestos, radon and lead. The group found the buildings to be safe and listed issues that need attention. Melissa proposed a task force be formed to assist resolving issues. Ken and Janelle thanked Melissa for her involvement and for sharing the group's findings with the board. 				
<i>Draft Charter Amendments Letter to DESE</i>	Margie Berkley is drafting a letter to the Commissioner of Education regarding amendments to the charter resulting from our relocation. Amendments include grade level change, name change, and address change. Letter to be finalized and presented to board for vote when all required amendments are identified.				
<i>Adjourn</i>	At 8:07 Stephanie Wagner made a motion to adjourn. Margie Berkley seconded. All were in favor and meeting was adjourned.				