



Board of Trustees – Regular Meeting Notes - DRAFT

Date of Meeting: September 16, 2019

Place of Meeting: LCCPS

Time of Meeting: 6:00 – 8:00 PM Middle School Cafeteria

Present:

Members

Alicia Raspa, President

Elkin Montoya, Vice President

Darren Carmon, Treasurer

Felicia Sullivan, Secretary

Liz Ambe

Imran Oomer

Robin Reed

Members Pending Approval by DESE

Nicolette Pinnock

Pamela LaRoque

Staff

Nicholas Leonardos, Executive Director

Robert Gignac, Chief Operating Officer

Carey Reeve-Hildebrant, Chief Academic Officer

Wanda Rivera-Rosado, Director of Student Support Services

Alicia Raspa calls meeting to order at 6:05pm

Approval of Minutes of July 29th. Meeting (*Vote Required*)

- Dr. Robin Reed motioned to accept the minutes and Darren Carmon seconded. APPROVED.

Public Comment

- No comments

Executive Director's Report

- Charter Renewal Presentation (Chief Academic Officer) -- see presentation slides

- Scope of site visit only a select number of criteria and indicators
- Will speak to challenges in academics:
 - The effects of teacher turnover, especially in middle school
 - Working to move beyond 50% or 60% proficient and moving beyond that as well as focusing on “partially meet” students
 - Addressing coaching needs of teachers
 - Working on inclusion model and making improvements there including for high achievers in those classrooms
 - Transition to MCAS 2.0
- Determine Board Focus Group for October 3rd DESE Visit
 - To attend: Darren Carmon, Elkin Montoya, Alicia Raspa, Robin Reed
- Proposed Employee Handbook Changes **(Vote Required)**
 - Elizabeth Ambe motioned to accept changes and Darron Carmon seconded. APPROVED.
- Proposed Student Handbook Changes **(Vote Required)**
 - Robin Reed motioned to accept changes and Elizabeth Ambe seconded. APPROVED.
- Strategic Plan Goals Update - 1 Year - see presentation slides
 - Review of year 1 goals against progress

Chief Operating Officer’s Report

- Presentation of FY20 Amended Budget

Darron Carmon motioned to take the ED BED Bonus approval out of order and Elkin Montoya seconded. APPROVED.

- ED BED Bonus Approval **(Vote Required)**
 - Finance committee recommends a bonus of \$10,000 for past year with understanding that recommendations for an ED evaluation task force will be discussed as part of governance report.
 - Darren Carmon motioned to accept finance committee recommendation and Elkin Montoya seconded. Five votes in favor with one abstentions. APPROVED.

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- FY20 Amended Budget **(Vote Required)**
 - Felicia Sullivan motioned to approve and Elkin Montoya seconded. APPROVED.

Robin Reed motioned to take Academic Achievement Committee Report out of order and Darren Carmon seconded. APPROVED.

- Academic Committee report - review report from meeting
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- FY20 Year-to-Date Financials
 - Report submitted.
- Facilities Update
 - Brick facade with design board at the state. Advertised and 7 firms walked building. In two weeks, proposals submitted and state decides. Architect will create RFP for a contractor with work slated for spring.

Open Meeting Law Best Practices

- Remote participation is allowed in our by-laws with a need for a quorum to be present in-person and use remote participation only under special circumstances. Attendance is eight out of ten meetings.
- Committees are under open meeting laws as well.
- Email amongst a quorum of board members is a violation of open meeting law. Direct questions to board chair or committee chair whomever is appropriate.

Committee Updates

- Determine Committee Schedule & Goals for FY20 for ED Evaluation
 - Need a committee that will set goals for the ED and figure out what is reasonable and what is measurable and come to November 2019 board meeting with a recommended plan.
 - Felicia Sullivan motioned to create an ad hoc committee for evaluating the ED with the following Elizabeth Ambe, Darron Carmon, Elkin Montoya (temporary chair), Nicollette Pinnock (pending approval). Seconded by Robin Reed. APPROVED.
- Development Committee Report
 - Review report minutes submitted.
- Finance Committee Report
 - No report outside of COO report.
- Goals for each committee and then coordinate

Adjournment

- Elkin Montoya motioned to adjourn at 8:42pm seconded by Felicia Sullivan, APPROVED.