

Barnstable Horace Mann Charter School
Board of Trustees Meeting
730 Osterville-West Barnstable Road – Marstons Mills, MA
School Library – 7:00 A.M.
Thursday, September 27, 2007

Voting Members Present:

Lisa Miller (Chair), *Parent, Onset Computer Corp.*
Christine Riley (Secretary), *Parent, Cape Cod Advocatet*
Alan Hidenfelter (Treasurer), *CPA, Community Representative*
Raquel Rodriguez, *Parent, Site Coordinator, Lesley University*
Rick Penn, *Parent, President, Puritan of Cape Cod*
Tom Rugo, *Parent, Attorney at Law*
Peter Leveroni, *Parent, Attorney at Law*
Susane Leary (Vice Chair), *Grandparent, retired Principal*
Faith Ingalls, *BHMCS teacher*
Nancy Meagher, *BHMCS Reading Specialist*
Patty Erickson, *Branch Manager, Cape Cod 5*

Absent: Karen Ryder, *Parent, Marketing Manager, Cape Cod Times*

Guests: Peggy McEvoy, *Assistant Principal Academic Affairs, Barnstable Horace Mann Charter School*
Dorothy Lindlau, *Staff Accountant, Barnstable Horace Mann Charter School*
David Smith, *Assistant Principal Student Affairs, Barnstable Horace Mann Charter School*

Recording Secretary: Lisa Miller

I. CALL TO ORDER – Lisa Miller called the meeting to order at 7:08 A.M.

II. PUBLIC COMMENT – There was no public comment.

III. APPROVAL OF MINUTES

VOTE: Upon motion duly made by Alan Hidenfelter and seconded by Peter Leveroni, the vote was unanimous to approve the minutes of the June 28, 2007 Board of Trustees meeting.

IV. COMMITTEE REPORTS

A. Executive Committee:

- 1. New Member Orientation/returning member re-orientation:** Lisa Miller reported: There will be a new member orientation/returning member re-orientation held on Tuesday, October 23rd from 5:00 to 7:00 p.m. (location TBD). The management team will provide an overview of their various areas of responsibility/expertise. Attendance for returning members is optional.
- 2. Charter Renewal**
 - a. November workshop:** The November workshop has been moved from Tuesday, November 6th (Election Day) to Tuesday, November 13th from 5:00 to 7:00 p.m. (location TBD). The workshop will be the Charter Renewal Team kick-off meeting. Timeline will be created along with who is responsible for what. All encouraged to attend even if they are not interested in becoming part of the renewal team.
 - b. Staff In-service Day:** Oct 24th will be a ½ day session dedicated to charter renewal. The staff will go through the same visioning exercise as the Board did at the August retreat albeit an abbreviated session. Janice Kinder will facilitate and the outcome will be to identify the commonalities between the board and staff regarding the vision for our school.
 - c. PAC Meeting:** The March 4th, 2008 PAC meeting will be dedicated to charter renewal, including a visioning piece. This will give parents the opportunity to provide their thoughts on what the school will be like in 5 years.

3. **Annual Report/Accountability Plan:** Lisa Miller reported: Ms. Miller distributed a 3-page summary of the 2006-07 Annual Report which include the goals in the accountability plan that answer to the three main questions that as a Charter School must answer: “Are we an Academic Success?”, “Are we a viable Organization?”, and “Are we faithful to the charter?”. She stressed that it was simply to state whether or not we met the goals, not what the school was going to do about it, as that is the job of the Management Team and staff. She stated that it is important for us as a board to understand how we are progressing towards the goals as stated in our Accountability Plan.

Sue Leary spoke to the academic goals as she is the chair of the Academic Affairs committee and they just had a meeting specific to the review of these goals. She distributed a document that provided the structure of the committee for the upcoming year. She stated that the school has to not only meet the goals as outlined in the accountability plan but also those as goals as required by “No Child Left Behind”. The areas where the school has not met the academic goals of the accountability plan have to do with the internal assessments. The school is returning to the Task Force model, which was used more during the early years of our charter. The six task forces are Math, Science, Social Studies, Writing across the curriculum, Assessment and Interventions, and Implementation of School-wide literacy model. The task forces will be looking at the internal assessments to try and determine what is causing the problem and address the issue(s). She will report back in future meetings under the guise of the Academic Affairs as to what is happening to correct the issues.

All goals under the “Are we a viable organization?” and “Are we faithful to our charter” sections were met. Ms. Miller stated that the Annual Report provides the details with respect to how we met our goals and encouraged members to read it.

A question was raised as to why we weren’t meeting the internal assessments and additional details were requested. Ms. McEvoy responded that the internal assessment goals state that ¾ of the student population will score 80% or better – a lofty goal – something to shoot for. She noted that in some instances we are very close to meeting these goals (ex. ELA – 73% scored 80% or better). She stated we are meeting our MCAS goals, which may suggest that the internal assessments may be too strict. These are things that are being reviewed by the task forces. It’s a slow steady evolution of change.

A request to see a comparison of how we’ve done with respect to meeting our academic goals over the past three years was made. Sue L. indicated that the Academic Affairs Committee would collate the data and present it at the October meeting.

B. Finance Committee

1. **Financial Report – July & August:** Alan Hidenfelter reported: The spending plan put together by Ms. Peterson correlated very closely with the budget plan sent to the Central Office. Lots of spending occurred as a result of it being the beginning of the year. The Central Office has asked us if we want to continue encumbering salaries and whether or not we want to have them reported on the financial statements. We answered yes as it will give us a better picture as to where we stand. Also health benefits as well as these are the biggest expenditures. It will help us to see better that we are staying within our budget numbers. We are still waiting on the answer to our question regarding how the interest is calculated. So far, no one has been able to tell us. Dorothy Lindlau attending a DOE meeting for charter schools that introduced a number of new things with respect to accounting and reporting. Our outside audit will begin in the next 1-2 weeks.
2. **Financial Controls:** Alan Hidenfelter provided information with respect to our internal controls to alleviate any concerns members may have in light of the deficit situation faced by MME. The roles of Dorothy Lindlau, principal, Treasurer, finance committee, and independent auditor were explained.

C. Academic Affairs

Sue Leary indicated she covered what she wanted to report previously during the Annual Report/Accountability plan discussion.

B. Development and Community Relations Community

Raquel Rodriguez reported: In August there was a meeting with No Place for Hate in which they talked about students doing posters with a No Place for Hate theme. Peggy McEvoy indicated each homeroom is coming up with a poster. Discussions in the classroom, Art and Health classes have centered on what no Place for Hate looks like in our school. The posters should be ready for the October 2nd, which is the PAC meeting where No Place for Hate is being featured. Presentations will be given on No Place for Hate, Hate Crimes, Challenge Day, and Second Step, a BHMCS bullying prevention program. Students involved in the program will be performing a “rap”. Peace week begins the week of October 12th, with the kick-off starting with the Youth at Mall night. BHMCS will have a table manned by Main Street Learning representatives. The posters will be displayed and literature provided.

Lisa Miller encouraged board members to attend the PAC meeting on No Place for Hate being held on October 2nd at 7:00 p.m. in the library as this board sponsored initiative.

V. PRINCIPAL’S REPORT

Peggy McEvoy reported in the absence of Ms. Peterson. She brought up the article in the paper that reported 17 schools including BHMCS, are not meeting Adequate Yearly Progress (AYP) as required by the Federal No Child Left Behind Act as based on preliminary MCAS results. School Administrators were told not to discuss MCAS results until errors are fixed and the official MCAS results are available so it is a mystery as to how/why this article appeared. She stressed it was preliminary data. She described how AYP is broken down school-wide and then by sub-groups. She indicated that it was one sub-group in one subject that BHMCS is not making AYP. The school has filed an appeal because there is a question on how the population of that sub-group was compiled. The appeal may take several weeks and it is highly likely that the official results will be publicized prior to the appeal being heard. Stay tuned.

VI. PAC REPORT: The PAC Treasurer’s Report for September was distributed.

VII. VOLUNTEER REPORT: There was no volunteer report.

VIII. OLD BUSINESS: There was no old business.

IX. NEW BUSINESS: The School Committee is holding the first of four workshops for Principals, school council and representative from each of the two charter boards on October 2nd. The first workshop will be focused on Governance. Sue Leary will be attending and will report back at the next meeting.

X. ADJOURNMENT

VOTE: Upon motion duly made by Sue Leary and seconded by Alan Hidenfelter, the vote was unanimous to adjourn the meeting at 7:55 A.M. The next regularly scheduled Board Meeting is scheduled for Thursday, October 25th, at 7:00 A.M.