

**Old Sturbridge Academy Charter Public School
Meeting Minutes**

Approved

Meeting Date: April 25, 2018

Members present: Reed Hillman, Pamela Boisvert, Louis Fazen, Richard McGrath, Christine Tieri, Jasmin Rivas

Members absent: Keith Blanchette, Dan Pear, Dan Soucy, Lisa DeTora

In Attendance: Jim Donahue, Tina Krasnecky, Jessica Miller/Parent Representative

Order of Business

Public Access 1*

1. Approval of March 28, 2018, meeting minutes
2. March FY2018 Financial Performance
3. Bylaw Review
4. Principal's Report
5. Approval of the 2018-2019 School Calendar
6. Executive Director's Report

Public Access 2*

Adjournment

Agenda items may be taken out of order.

Meeting opened at 5:20 p.m.; quorum was established.

Public Access 1

No Comments

Review and Approval of Meeting Minutes – March 28, 2018

Minutes were reviewed.

Mr. Hillman entertained a motion to approve minutes.

MOTION: Mr. Fazen made a motion for approval.

SECONDED: Mrs. Boisvert seconded the motion.

VOTE: All in favor.

Financial Performance through March 31, 2018

Tina Krasnecky reported that the OSA Finance Committee met on April 24, 2018.

The Finance Committee reviewed the financials ending March 31, 2018.

Mrs. Krasnecky lifted up contracted professional spending was over plan due to continued high demand for special education services and assessment testing.

March forecast showed a full year surplus of \$18,006. To ensure that this forecast is met management is monitoring all spending very carefully over the next 90 days, particularly expenses related to special education.

Mr. Donahue noted to the committee that special education needs this first year in session were more than expected and that we will have more information to budget better for year two.

DESE will be at the School on May 8, 2018. Part of the schedule includes meeting with the OSA Board. Confirmed who will be attending that meeting.

No further questions or comments were made.

Bylaw Review

Mr. Hillman reviewed and discussed some sections of the Bylaws in an effort to make sure we are following the Bylaws.

Mr. Hillman lifted up orientation for all new Board members; secretary's position, and procedure for minutes.

The Governance Committee needs to schedule a meeting in anticipation of the Annual Meeting in June. Governance business includes the re-nomination of two Board members. It was noted that non-Board members could be on the OSA Board.

The committee discussed votes required; the disparity of votes needed; 2/3 versus a majority. This should be added as an agenda item for the next meeting for further discussion.

All OSA Board meetings including committee meetings require posting seven days in advance of the meeting.

Principal/Executive Director's Report

Mr. Donahue reported that the school design partners (EL) met with Lisa and him to rate the Academy's first year of operation against 25 or so dimensions of high-performing EL schools. Typically first-year composite scores range between 26 and 47. The Academy scored a 62.

Discussed the following in an effort to continue to move ahead in year two.

- Improved curriculum mapping
- The development of a CREW CURRICULUM and what does the arc of the year look like
- Develop a more frequent and regular cycle of reviewing student data

- Improving the quality of learning targets and teacher checks for understanding
- Promoting shared leadership in the buildings - where there is clear delineation of job roles and responsibilities and teachers are involved in the leadership of the school

Mr. Donahue reported that a doctoral student from UMASS/Lowell will be doing some independent observing. He will embark on a research study investigating how the behavior, perspectives, and experiences of educators engaged in distributed leadership may facilitate a broad and balanced curriculum in a public elementary school that serves a high needs community. We will share his findings.

Mr. Donahue reported that all currently all lead teachers want to return next year. That management is looking at the teaching teams and considering strengths and weaknesses. Management is also considering “looping.” Management is considering moving one associate teacher into a classroom position – that would leave one teacher position open. The strategy is to move associate teachers into teacher positions. Special Education staffing is needed.

Working on a different after school program; a model that would utilize the entire campus. Emily Dunnack our Director of Museum Education is developing a plan.

Academic Calendar for the 2018-2019 school year

Mr. Donahue noted we have a 190-day school year. Reviewed the calendar presented.

Noted that the first day of school is August 22, but we would create an advance school program with Museum Education to transition the scholars back to school using academics and community.

This year we had a half-day of school before Thanksgiving; other communities around us have that day off so we will also have that day off.

Discussed the 190 day school year including the five built-in days for snow. Also discussed how we determined a “snow day.”

Sarah Risotti, one of the parents in attendance asked about “Blizzard Bags.” Other schools do this when there is a snow day. Mr. Donahue described this program in detail. The Academy currently does not offer “Blizzard Bags” but management will see if EL knows of any other EL school that does this– also, this needs to be approved by DESE.

Ms. Rivett (other parent) asked about student-led conferences. Mr. Donahue will discuss the schedule with Lisa DeTora.

Mr. Hillman entertained a motion to approve the academic calendar for 2018-2019.

MOTION: Mr. McGrath made a motion for approval.

SECONDED: Mrs. Tieri seconded the motion.

VOTE: All in favor.

Academic Calendar needs to be presented to DESE for approval.

OSA School Board meeting dates were presented and proposed.

Mr. Hillman reinforced and reminded the Board members to utilize their charter school email accounts.

Public Access 2*

Ms. Rivett inquired what happens at the Annual Meeting?

Mr. Hillman noted the election of officers and Trustees are presented as well as the budget for the following year.

Mr. Hillman entertained a motion to adjourn.

MOTION: Mr. McGrath made a motion for approval.

SECONDED: Mrs. Boisvert seconded the motion.

VOTE: All in favor.

Meeting adjourned at 6:10 p.m.

Respectfully submitted by:

Renée M. Chambers on behalf of Daniel J. Pear
Secretary, OSA Board of Trustees

Daniel J. Pear, Secretary

OSA Board

Documents in meeting package:

OSACPS Board of Trustees Agenda, April 25, 2018

Meeting Minutes March 28, 2018

Financial Performance for Period Ending March 31, 2018

OSA Bylaws

Executive Director/Principal's Report

Proposed OSA Board Meeting Dates

Academic Calendar for 2018-2019 School Year