



Old Sturbridge Academy Charter Public School
Minutes of the Board of Trustees

Draft

Meeting Date: Wednesday, March 30, 2022
Time: 4:00 p.m. – 5:00 p.m.
Location: Zoom Video Conference
Members present: Pam Boisvert, Vivian Brooks, Linda Denault, Louis Fazen, Jim Korman, Richard McGrath, Jessica Miller
Members absent: Keith Blanchette
Staff present: Lisa DeTora, Jim Donahue, Melissa Hogan, Tina Krasnecky, Alex McConnon, Jasmin Rivas
Also present: Ethan Athanasiadis, Kathleen Bartels (LLB Architects), Christine Blinn, Teresa Campos (LLB Architects), Jessica Cournoyer, James DeVellis, PE (LLB Architects), Rich Leveillee, James Marshall (LLB Architects), Zaina Rivett, Ashley

Order of Business:

Public Access 1 on Docketed Items*

1. Approval of minutes – February 23, 2022 meeting of the Board of Trustees.....Richard McGrath
 - **Motion: Approve the minutes of the February 23, 2022 meeting of the Board of Trustees**
2. Report of the Governance Committee.....Pam Boisvert
 - **Motion: To approve the Trustee and committee nomination processes**
3. Report of the Academic Excellence/Academy Culture & Community Committees.....Linda Denault & Jessica Miller
4. Academy expansion ideas.....James Marshall & Kathleen Bartels, LLB Architects
5. New/other business

Public Access 2*

Adjournment

Documents and Exhibits:

- Draft minutes of the February 23, 2022 meeting of the Board of Trustees
- OSA Feasibility Study
- Draft Narrative (updated 3/29/2022) Nomination Process for OSA Committee Members
- Committee member nomination flow chart
- Draft Narrative (updated 3/29/2022) Nomination Process for Potential OSA Board of Trustees Members

- OSA Trustee nomination flow chart

Mr. McGrath called the meeting to order at 4:01 p.m.

Mr. McGrath conducted a roll call of the Board. Quorum was established.

Public Access 1 on Docketed Items

Mr. McGrath asked if there were any comments from members of the public. There were none.

1. *Approval of minutes – February 23, 2022 meeting of the Board of Trustees*.....Richard McGrath

- **Motion: Approve the minutes of the February 23, 2022 meeting of the Board of Trustees**

Motion: Approve the minutes of the February 23, 2022 meeting of the Board of Trustees.

By: Ms. Brooks made the motion.

Second: Dr. Denault seconded the motion.

Mr. McGrath conducted a roll call of the Board.

Vote:

Mr. Blanchette: ABSENT.

Ms. Boisvert: ABSTAINED.

Ms. Brooks: Approve.

Dr. Denault: Approve.

Dr. Fazen: ABSTAINED.

Mr. Korman: ABSENT.

Ms. Miller: Approve.

Motion failed.

Mr. Korman joined the meeting at 4:03 p.m.

1. *Academy expansion ideas*.....James Marshall & Kathleen Bartels, LLB Architects

Mr. Donahue said he is looking into still using the modular building for possible access in the future.

Mr. Donahue reviewed the study with the Old Sturbridge Village (OSV) campus operations committee and the staff leadership team who both brought up questions. Per Mr. Donahue, this is now OSA's opportunity to ask questions to be incorporated as well.

Ms. Bartels (Senior Principal with LLB Architects) introduced herself, James Marshall (Architect) and Teresa Campos (Designer), and James DeVellis (Engineer with Civil and Landscape).

Ms. Bartels shared her screen with the Feasibility study.

Mr. Marshall gave a background and explained the spatial adjacency diagram. Mr. Marshall said in looking at the fifth through eighth grade program, it became apparent that it was appropriate to incorporate the fourth grade program into the new school facility to fit more in the middle school program. Mr. Marshall noted that sixth grade becomes a transitional year.

Mr. Marshall explained the documented spreadsheet that defined program areas and area requirements for each of the spaces. Mr. Marshall said LLB Architects also identified another adaptation of the need of a kindergarten through third grade space overall building program.

Mr. McGrath asked if the gross scale factor of 30% is standard when developing a building complex. Ms. Bartels confirmed that it is one of the standards.

Dr. Fazen asked about outdoor space in the design. Ms. Bartels said her team did not capture that in terms of the building program but the design shows areas of potential outdoor spaces.

Ms. Bartels said the team will show two possible building options. One option is the building with the expansion with keeping the modular use and the other option has a more direct impact in order to build the permanent addition.

Ms. Bartels showed option one and explained that it has three floor plans, presumed to be built into the hillside. The design is about 42,528 ground square feet (GSF) and the kindergarten through eighth option is about 61,460 GSF.

Ms. Bartels showed option two with a similar GSF. The kindergarten through third grade expansion would happen in the middle to create a “T”.

Dr. Fazen noted the importance in having elevators for students with mobility devices. Ms. Bartels said both designs include elevators. Dr. Fazen also said there may be opportunities in using underground space.

Mr. Donahue said the campus operations committee had questions about staff access and the proximity of the gym to the historic village. They preferred option two which was also Mr. Donahue’s preference because it is a cleaner way of positioning school so it aligns with the Oliver Wight Tavern (OWT) and the Visitor’s Center (VC). The gymnasium would also be attached. Mr. Donahue and Mr. Simmons are reviewing ways to mitigate the impact of having that building close to the historic village. Mr. Donahue said once it is determined with how the expansion will fit, there will be a new process of design, flow, outdoor classrooms/play space, etc.

Mr. McGrath asked if there is shared parking between the school and visitors. Mr. Donahue confirmed and said they may be able to corner off some parking and may have to work with the Town to do a traffic engineering study.

Dr. Denault asked if the gymnasium could be seen from the village. Mr. Donahue said signage and natural barriers could help with that and being able to access the gym from the village is important.

Ms. Brooks asked if there was consideration of sustainability and being eco-friendly. Ms. Bartels said it is almost impossible to get sustainability out of the specifications but certain standards such as well building or led are standards that have metrics that they can follow. There are net zero buildings and different degrees towards aggressiveness towards different standards. Ms. Bartels said they would be looking for sustainable materials, recycled, renewable good systems, and tight envelopes for energy efficiency and there could be further discussions on this.

Dr. Denault asked if the expansion will be going on simultaneously. Mr. Donahue said that needs to be analyzed and wants to get a kindergarten through eighth grade vision of cost and what the advantages are of doing it in phases or all at once. Mr. Donahue hopes to preserve the modular building for transitional space.

Mr. Donahue asked for a non-binding poll of the board on which option they preferred.

Mr. McGrath conducted a roll call of the Board.

Mr. Blanchette: ABSENT.

Ms. Boisvert: Option B.

Ms. Brooks: Option B.

Dr. Denault: Option B.

Dr. Fazen: Option A.

Mr. Korman: Option B.

Ms. Miller: Option B. (with a suggestion to separate the grades like in Option A)

Mr. Donahue will do a follow-up meeting based on input with the Architects.

The members of LLB Architects left the meeting.

2. *Report of the Governance Committee*.....Pam Boisvert

Ms. Boisvert shared the narratives and flow charts for the trustee and committee nomination processes.

Dr. Denault noted cultural competence in the narrative and asked how that would be determined.

Ms. Boisvert said it would be determined by input from Human Resources (HR) and Ms. Rivas. Ms. Rivas explained that she and HR work together to put together a template of questions for the departments to use for hiring around cultural competency. Ms. Rivas gave examples of the general questions. Ms. Rivas said she can also use DESE's benchmarks around it. Ms. Boisvert noted that on the trustee nomination flow chart, step 4A, lists determined criteria which may be based on what their skill set is as well.

Dr. Fazen asked if there would be people on a committee who might not be on the board. Ms. Boisvert confirmed and said she called the Massachusetts Public Charter School Association and they did brief survey. She asked how many charter schools have community members on committees and the results varied on if they were voting members. Ms. Boisvert said the committee is looking to be more specific because they would be having community members as voting

members on the committees. Ms. Brooks said she did not recall discussing that. Discussion ensued about whether there was a vote on this topic or just discussion at a previous governance committee meeting. It was decided that it was just discussed.

Ms. Rivas noted the importance in having community members voting on committees in order to attract a more diverse board. Mr. Donahue clarified that committees are recommending policies to the full board to vote on it and that this is a conversation that can be continued at the governance committee. Mr. Korman said committees would be voting on a recommendation which is a safe guard and they need to have the power to make a recommendation to the board. Mr. Donahue said if the will of the board is to pass this process, there can be a conversation about this to get that vote.

Mr. McGrath said the committee process would be tabled but asked for a motion to approve the trustee process. Mr. McGrath also asked to approve the committee flow chart as well with the provision of reexamining voting or non-voting on committees. Ms. Boisvert agreed that the discussion on the committee process could be discussed at the next governance committee meeting.

Motion: To approve the Board of Trustee Nomination Process that has been put together in the flow chart.

By: Dr. Fazen made the motion.

Second: Ms. Brooks seconded the motion.

Mr. McGrath conducted a roll call of the Board.

Vote:

Mr. Blanchette: ABSENT.

Ms. Boisvert: Approve.

Ms. Brooks: Approve.

Dr. Denault: Approve.

Dr. Fazen: Approve.

Mr. Korman: Approve.

Ms. Miller: Approve.

Motion passed.

3. Report of the Academic Excellence/ Academy Culture & Community Committees..Linda Denault & Jessica Miller

Dr. Denault said these two committees had a combined meeting on March 9, 2022 because the agenda focus was on wellness/reproduction education for the fifth graders. The Massachusetts curriculum on standard 4 is on sexuality and Dr. Hogan made a presentation at that meeting. Dr. Denault read to the board what the fourth framework is. Currently, the school is using curriculum materials from the Maine Family planning which was recommended by Dr. Fazen and is presented to the students by the wellness teacher, the adjustment counselor, and the school nurse and supported by the Administrative team in the classrooms. The boys and girls are taught together but there are small group meetings offered. Parental permission is necessary for these units. The

committees recommended that every parent opt-in rather than opt-out for these units and have a parent information session.

Ms. Miller said the school sent an opt-out letter, conducted a meeting, and sent emails about the presentation. Per Ms. Miller, there were many opportunities for parents to look at the curriculum and ask questions.

Dr. Denault said the committees discussed standard 4.3 which is also part of the same framework to define sexual orientation using correct terminology such as heterosexual, gay, and lesbian and had a discussion on whether or not it is appropriate for fifth grade. There was no consensus but Dr. Denault said it is her understanding that they will do it for sixth grade.

Ms. DeTora said OSA is exploring 4.3 so students can learn the correct terminology and they had a great kickoff unit. The second one is tomorrow. Per Ms. DeTora, the parents are involved and OSA will go to the committees for the next phase.

4. New/other business

Mr. McGrath said because Jennifer Melendez resigned as a trustee, there are now only two trustees on the academy culture & community committee and to contact Ms. Miller, Mr. Donahue, or himself if anyone is interested.

Public Access 2

Before Mr. Leveille left the meeting, he left a response in the chat:

“Have to jump off to coach baseball. For a public comment, I would agree that the gym should be connected to the school vs separate. However, it seems it should be accessed through the middle school vs having the older classes having to travel through the K-3 areas. Thank you very much for this presentation.”

Mr. McGrath asked if there were any other comments from members of the public. There were none.

Adjournment

Mr. McGrath asked for a motion to adjourn.

Motion: Ms. Boisvert moved to adjourn the meeting.

Second: Dr. Denault seconded the motion.

Vote: All in favor.

Mr. McGrath adjourned the meeting at 5:27 p.m.