

**Barnstable Horace Mann Charter school
Board of Trustees Meeting
730 Osterville-West Barnstable Road – Marstons Mills, MA
BHMCS Library – 5:00 p.m.
Thursday, October 22, 2009**

(Minutes approved at the November 19, 2009 Meeting)

Voting Members Present:

Susanne Leary (Chair) *Community Representative*
Lisa Miller (Vice Chair), *Parent, Onset Computer Corp.*
Alan Hidenfelter, (Treasurer) *CPA, Community Representative*
Patty Ericson, *Community Representative, Cape Cod 5 Cents Savings*
Barbara Dunn, *Teacher, Barnstable Horace Mann Charter School*
Meghann Welsh, *Teacher, Barnstable Horace Mann Charter School*
Robert Rice, *Parent, Merrill Lynch*
Stephanie Ellis, *Community Representative, Cape Cod Hospital*
Fredrick Bsharah, *Parent*
Keeley Scales, *Parent, Sovereign Bank*

Absent:

Graham Silliman, *Parent, Better Food, LLC*
Kate McMahon, *Parent, Cape Cod Times*

Guests:

Kara Peterson, *Principal, Barnstable Horace Mann Charter School*
Peggy McEvoy, *Assistant Principal, Barnstable Horace Mann Charter School*
Melissa Collins, *Assistant Principal, Barnstable Horace Mann Charter School*
Ryan McGee, *Director of Technology, Barnstable Horace Mann Charter School*
Dorothy Lindlau, *Staff Accountant, Barnstable Horace Mann Charter School*
Mary Hough, *Teacher, Barnstable Horace Mann Charter School*

- I. **CALL TO ORDER** – The meeting was called to order at 5:02 p.m.
- II. **PUBLIC COMMENT** – There was no public comment.
- III. **APPROVAL OF MINUTES:**

June 28th, 2009 – deferred to the November 19, 2009 meeting.

The meeting minutes from October 8, 2009 were reviewed

Vote: A motion to accept the minutes was made by Alan Hidenfelter and seconded by Robert Rice. The vote was unanimous to approve the minutes of the October 8, 2009 Board of Trustees meeting.

IV. COMMITTEE REPORTS

A. Executive Committee

1. Mrs. Leary noted that an internal advertisement has posted for someone to come to the meeting to record and type up the minutes. If no one applies after a week, the posting will go outside. It is hoped that there will be someone in place by the next board meeting.
2. MOU: Mrs. Leary stated that the primary focus of the executive committee is the MOU. She distributed a draft proposed MOU to members for purposes of this discussion as well as a report outlining a proposal and rationale regarding cost sharing of \$119K which is half of the Special Education salaries that the district wanted the school to pick up and for which they did not notify the school until August. Because of the late notification, the school was unable to make adjustments in programs, staff, etc., to adjust to the unexpected/unanticipated expense of the programs/staff that prior to August, were paid for by the district. The purpose of this review was to inform the board of the executive committee's recommended changes that they wanted to send over to Patrick Murphy, SC Chair. It was recommended that a vote be taken on the draft proposed MOU to expedite the signing of the MOU should the SC accept the MOU as is.

Vote: A motion to approve MOU as amended was made by Lisa Miller and seconded by Alan Hidenfelter. The vote was unanimous.

Mrs. Leary stated that if the school committee does not accept the MOU it will not be signed and further discussion regarding the Board's course of action will be held at the November meeting.

3. Annual Agenda Items: Mrs. Leary stated that because the MOU is still in limbo, the annual agenda item, which is the FY010 Spending Plan, will be deferred until a signed MOU is in place.
4. Sub-committees: Mrs. Leary informed the board that Liz Rabideau had resigned from the board effective October 22, 2009 due to shrinking discretionary time that she is able to dedicate to outside commitments.

She also reminded members that subcommittee assignments were listed in the BOT binder and asked subcommittee members to review the accountability plan with an eye towards their committee responsibilities.

5. Quarterly workshop: Ms. Leary reminded members that the quarterly workshop will be November 10 from 5:00-7:00 p.m and will be dedicated to reviewing and revising the Strategic Plan. She asked members to review the plan, which is in the BOT binder that was distributed at the Oct. 8th retreat.

B. Finance Committee:

1. Financial Report: Mr. Hidenfelter reported that the finance committee met October 15th to review the various financial reports for September 09, copies of which were included in the Board packet. He noted that there was nothing that stood out that needed to be discussed in detail and asked for questions. There were no questions. Mr. Hidenfelter noted that once the MOU is signed, the finance committee will come forward with an adjusted final FY010 budget for board approval.
2. Audit: Mr. Hidenfelter stated that the field work is complete and a draft report is expected next week. After the Finance Committee reviews the draft, a meeting will be set up with Claude Boudwin to iron out the details. The preliminary audit report will be distributed to members prior to the November meeting as the board needs to accept and approve the audit. Once the final version is received, a copy will be sent to the DESE no later than December 31st and to the District no later than December 15th.

V. PRINCIPAL REPORT:

Ms. Peterson distributed the parent survey results. She noted that out of the 794 surveys sent home, 113 (13%) were returned. Results were very positive. Mrs. Leary noted that survey ties into the school's accountability plan; with a goal that the response rate (% returned relative to the total distributed) will increase each year by 5%. This survey's response rate is the baseline.

Ms. Peterson reminded members that Friday Notes will be distributed tomorrow.

She also stated that classroom observations have started.

VI. PAC REPORT: There was no PAC report.

VII. **VOLUNTEER REPORT:** There was no volunteer report.

VIII. **OLD BUSINESS:** None

IX. **NEW BUSINESS:** None

X. **ADJOURNMENT**

Vote: Upon motion made by Alan Hidenfelter and seconded by Patty Ericson the October 22th board meeting was adjourned at 5:47 PM