

**The SABIS International Charter School
160 Joan Street
Springfield, MA 01129
Board of Trustees**

Minutes of SABIS Board of Trustees Meeting – January 15, 2020

In Attendance: Sonja Shaw, Ellen McDonald, Anne-Marie Nicolai, Luis Aponte, John Delaney, Daryl Lovell, Paula Meara, Joyce Gondek, Patrick White, Dena Facchini

Guests: Maretta Thomsen, Rosara Pellicier, Steve Bissonnette, Yearbook staff students, Joanne Laflamme

Not Present: Wilfredo Lopez, Atu White, James Hollins, Derryl Gibbs

I. **Meeting called to order at 6:04 p.m.**

Sonja Shaw reminded board members to use her Chair gmail address if requested by anyone.

II. **Yearbook**

Two students from yearbook staff presented to the Board about available advertising. A two-page ad would cost \$600. Board members can email their photo and quote to the yearbook email address provided (lalkhay@sics-mail.net). **Anne-Marie Nicolai moved to purchase a two-page ad in the yearbook for \$600; seconded by Luis Aponte and approved by voice vote.**

III. **Approval of minutes**

Ellen McDonald moved to approve the 12/18/2019 regular meeting and 12/18/2019 finance/facilities committee meeting minutes with the adjustment to the regular meeting to clearly state that OML violations were addressed and resolved. Seconded by Luis Aponte and approved by voice vote, YES: Sonja Shaw, Ellen McDonald, Luis Aponte, John Delaney, Daryl Lovell, Paula Meara, Joyce Gondek, Dena Facchini. ABSTAINED: Patrick White, Anne-Marie Nicolai.

IV. **Student Life**

Maretta Thomsen read a Student Life summary provided by Ms. Domash.

- Academic department continued to build peer tutoring/new DHP who has visited all middle school classes and recruited peer tutors. Also doing a plus-6 challenge (plus 6 gain or more from end of term 1 to end of term 2—students can earn a collared shirt which can be worn as part of uniform.
- Lower school department is hosting a game night for grades K-2 on January 25 from 10-12 and a movie night in February for grades 3-5. A 7th grader is putting

together a read aloud initiative, students will read to a class and have activity and donate a book to class.

- Social responsibility department is connecting with a local charity, will do volunteer work with Pedal Youth (donates bikes and helmets to families in need).
- Activities department is working to plan annual non-traditional job fair, also preparing for winter pep rally (including urban dance).

V. **Director's Report**

- "Dressdown" days cancelled for now. Referral rates increased 30% on those days. Temporarily cut them out. Perhaps could be earned back and see how referrals go. In the lower school, the dressdown day funds would go toward field trips so that cost is being taken care of with a classroom line item expense (discretionary) within the budget. Grades 6-12 have other fundraisers with class accounts. Teachers have a "sunshine club" which no longer will have dressdown themes. Seniors still have dressdown days on Fridays.
- Term 2 changes upcoming. Potential restructuring, many retirements; etc.
- Held Showcase on 1/8 and next is 1/21- many people attended to learn about the school. Student Life students brought parents on tours, books and posters were set up in gym. Because of recruitment efforts, had 452 and have 711 as of today on waitlist. Another Kindergarten registration is being held tonight.
- Carl Bistany is coming to school for visit on Tuesday, January 21 for the day and will tour school and will introduce him to classrooms.
- Teacher of Excellence awards to be held on May 14 at Log Cabin and the school will receive ten free tickets, two veteran teachers were nominated and one newer teacher. Tickets are \$30 each x 20 tickets would be \$600, for 30 total seats (three tables). Criteria described for teachers to be nominated. **Anne-Marie Nicolai moved to authorize \$600 for the purchase of 20 tickets. Seconded by Luis Aponte and approved by voice vote, YES: Sonja Shaw, Ellen McDonald, Anne-Marie Nicolai, Luis Aponte, John Delaney, Daryl Lovell, Paula Meara, Joyce Gondek, Patrick White, Dena Facchini.**

VI. **Finance/Facilities Committee**

Ellen McDonald read email from Freddy Lopez since he could not attend to report, relating to reaching out to Allison of DESE regarding a settlement from the operating account to the former Director. Seeking direction, does that document become public at next finance committee meeting? Would former Director need to be given notice? DESE would like board to assume responsibility how to move forward. Consider motion to allow finance committee to continue to lead discussion and come up with recommendation on how to proceed with SEM. The topic had been summarized in the 12/18/2019 finance committee meeting minutes and the settlement agreement was viewed only.

There were three payments, one in the W2 category, another from operating account which would be a 1099, and one to counsel. Document was signed by SEM/Madhi Kansou. Board should notify former Director before the finance committee meets again.

Anne-Marie Nicolai moved to allow the finance committee to continue looking into specifics of settlement and bring to board to decide how to proceed. Seconded by Luis Aponte and approved by voice vote, YES: Sonja Shaw, Ellen McDonald, Anne-Marie Nicolai, Luis Aponte, Daryl Lovell, Patrick White, Dena Facchini; ABSTAINED: Joyce Gondek, Paula Meara, John Delaney.

VII. **Education Committee**

Ellen McDonald received the first draft of DESE report which is due back 1/22/20 for factual changes. Tentatively scheduled committee meeting for Friday 1/17/2020 6pm because factual response is due by Tuesday. Will reach out to DESE for two-day extension. Document was forwarded immediately. Then by 1/28/20, the committee has to decide on whether or not to provide a collective statement.

Also received the first draft of the SEM evaluation from Amy Wesley. Plan to meet next week or the week after to review.

Ellen McDonald asked why a flyer advertising substitute teacher jobs was posted at Sophia's, as it seemed an unusual place to advertise. Maretta Thomsen said she would look into it.

VIII. **Governance Committee**

Joyce Gondek reported, the committee met on Monday. Will be looking at bylaws and working on updating them. Will also obtain from chair of each subcommittee information what would like to incorporate. Work on description for each committee and position descriptions.

IX. **Safety Committee**/no report and will update if any meetings are needed.

X. **Contract Review Committee**

Daryl Lovell reported for the committee. The committee met on Tuesday, 1/14/20 and nominated Atu White as its Chair and formulated plan and timeline. The committee met in open session and will follow up with AG reasons for executive session and follow up. Timeline so far is to meet next on February 4 to talk about wishlists and benchmarks and become familiar with management contract, bylaws, RFP response. OML discussion/would reason #6 cover the use of executive session in contract work? ("impact of negotiation with third party"). Daryl Lovell will review further. Target date is during May meeting to present.

XI. **Chair Report**

- Importance of having the minutes up-to-date on the school website discussed.
- Board retreat - committee will look at dates, locations, facilitator, speakers, lunch. Consider AG or DESE, OML training. Dates selected (1) April 4; (2) March 28; (3) May 2. **Ellen McDonald moved to approve up to \$5000 for the retreat. Seconded by Luis Aponte and approved by voice vote, YES: Sonja Shaw, Ellen McDonald, Anne-Marie Nicolai, Luis Aponte, John Delaney, Daryl Lovell, Paula Meara, Joyce Gondek, Patrick White, Dena Facchini.**

- February meeting date – **Daryl Lovell moved to cancel the February regular board meeting and meet as scheduled the third Wednesday in March. Seconded by Anne-Marie Nicolai and approved; all in favor.**
- Parent Connection reached out to Sonja Shaw parents have many questions. Next meeting is January 29. **Ellen McDonald moved to authorize the Chair to attend a parent connection meeting to represent the Board. Maretta Thomsen will also attend and provide notes. Seconded by Anne-Marie Nicolai and approved; all in favor.**
- AG Update regarding dissolved committee minutes; still waiting for a return call from Division of Open Government.

Luis Aponte moved to adjourn the meeting. Seconded by Anne-Marie Nicolai. The meeting adjourned at 8:15 p.m.

Respectfully submitted,

Anne-Marie Nicolai, Secretary
SICS Board of Trustees

Attachments

Minutes for approval