

Cape Cod Lighthouse Charter School
Special Meeting of the Board of Trustees
Saturday, June 19, 2010
Minutes

Members Present: Chris Wells, Kathy McNamara, Josh Stewart, Allison Graham, Heidi Schmidt, Bill Bogdanovich, Scott Barron, Stefanie Fournier, Kathie Grenon, Carole Ridley, Marion Hobbs.

Absent: Lori LaBarge, Norm Michaud, Bob Dwyer. **Faculty/Staff/Public:** Sandra Hemeon-McMahon, Elizabeth Novak, Brian Bates, John Stewart, Peter Trull, Anthony Williams, Dana LedDuke, Jennifer Hyora-Williams, Mary Marvullo, Marion Lay, Paul Niles, Barbara Haines, Pia Mackenzie, Kathryn Wilkinson, Sandy Stewart, Jon Fuller, Karen Schichilone, Susanna Graham-Pye, Deborah Greenwood, Judy Stacy, Daniella Garran, David Agnew.

Call to Order: Heidi called the meeting to order at 10:03 a.m.

Housekeeping: The next regular meeting of the Board of Trustees is Monday, June 28, 2010.

Report to the Board on the Presentation of the Director Evaluation: Bill Bogdanovich spoke about the presentation of the faculty's evaluation of the director at the faculty/staff meeting on June 14, 2010. Seventy percent of faculty responded. Current evaluation format requires signatures. Discussion about possible, future use of anonymous evaluation forms.

Reports of Board Members on Monday's Faculty/Staff Meeting: Comments and observation by Board members included questions about whether an anonymous evaluation format would yield more responses; comment that no one would lose a job due to an unfavorable evaluation of the director; sense of fear and discomfort; observation of strong staff dedication; communication is a "two-way street" and every issue has two sides; concern that although, historically, trustees have voted on budget at June annual meeting, with faculty/staff contracts being offered thereafter, perhaps Board should revisit timing on budget approval; concern about whether procedures are in place to address faculty/staff concerns; concerns that year-end events have been overshadowed. Kathy McNamara thanked everyone for the evaluation, commented that seventy percent response rate is high and that she was uncertain whether anyone would want to face an anonymous evaluation. She described CCLCS as an amazing place, with the potential to be even better.

Public Forum Re: School Climate: Comments and dialogue regarding school climate: suggestion that process for evaluating faculty/staff be more structured; increased contribution towards health insurance was difficult for many people; balancing act – staff cuts or benefit cuts; faculty/staff to have input into budget discussions; are suggestions "union-ish" in nature?; should a personnel policy committee be reinstated?; suggestion of a need for more transparency – several referenced prior

practice of sharing faculty/staff salary schedules; all united in focusing on students; faculty/staff could benefit from processes to resolve concerns; sentiment that director and faculty/staff support one another; appreciation for faculty/staff patience and goodwill, gratifying to be able to restore salary cuts; concern that all voices are heard; job description for director; greater interaction between faculty/staff and trustees; role of faculty/staff members on board of trustees.

Board Discussion and Deliberation Re Letter:

1: Request for Review of Individual Personnel Matter: A request was made to review an individual personnel matter at an Executive Session of the Board of Trustees. Note: Individual must make this request.

2: Personnel Policy Advisory Group: Heidi Schmidt has asked Bill Bogdanovich, who has a degree in organizational development, to chair a committee on Personnel Policy and Human Resources. Bill suggests that a focus on personnel policy may be too narrow and that a more global approach to operational challenges may be beneficial. A motion was made by Stefanie and seconded by Kathie to establish a committee to address organizational development issues and to look at personnel policies. Review of grievance process and personnel policies are priorities. Unanimous vote in favor.

3. Lines of Communication Between Board & Faculty/Staff: Comments and suggestions: formation of committee; annual state of the school meeting; minutes of trustees' meetings are posted; board members can attend faculty/staff meetings; consider faculty/staff presentations at board meeting, i.e., Liz Novak might discuss recent selection of math books; director is the liaison between faculty/staff and board, important to avoid any appearance of undermining director.

Vote to Adjourn: Motion by Kathie, seconded by Chris and approved by all to adjourn. Meeting adjourned at 12:02 p.m.

Respectfully submitted by:

Marion Hobbs