



South Shore Charter School

Board of Trustee Meeting
April 24, 2023
at 8:00pm

A quorum of trustees were present		
Attendees	Dermoth Mattison, Executive Director (ex-officio trustee)	present
1.	Keith Brown (Chair)	present
2.	Kanika Mobley (Secretary)	absent
3.	Adel Hageb (Treasurer)	absent
4.	Margaret Banks (Trustee)	absent
5.	Michelle Haynes (Trustee)	present
6.	Karlene Cowan (Trustee)	present
7.	Kevin Warren (Trustee)	absent

Meeting Agenda

1. Welcome
2. Call to Order and Roll Call
 - Meeting called to order at 8:03 pm
3. Approval of February Meeting Minutes
 - Karlene Cowan motioned to forego the reading of the February meeting minutes as read. Michelle Haynes seconded the motion. The motion was unanimously approved.
4. Public Comment Period
 - No comments presented
5. Executive Director's Report
 - Dermoth read the mission.
 - Plan A
 - Still in negotiations

- Final approvals by town
- Developer awaiting purchase agreement.
- Traffic study 3-6weeks
- Plan B
 - Awaiting permit from SED to get school usage.
- Financial Report – Adel 7:25pm
 - Focus on actuals and year to date
 - Rev 624K which is better than annual budget
 - Expenses creep up on budgeted number
 - Doing 15K better due to grant that funds the DBI expenses (~1 month) and is restricted funding
 - PowerSchool
 - 25K for staff development
 - Increase in marketing spend
 - Capital expenses reviewed
 - Furniture in storage
 - Construction in progress
 - Dermoth
 - We will have to revise CSP based on categories we are allowed to claim and actual spend
 - Balance Sheet – good
 - 548K in total assets
 - 300K in cash
 - Adel discussed watching cash up until first 3 months of new year.
 - P&L
 - looks good
 - Error was corrected
 - Payrolls are reflected. Month with 3 payrolls cause variance
 - Benefits began in April
 - Student recruitment spending increased as expected
 - Motion to accept Financial Report – Karlene
 - Adel second
 - Unanimously
- Operations:
 - Relationship building with billing folks – a big win
 - Renovations being pushed to summer months to monitor cash flow
 - Ordered a few additional pieces of furniture for office
 - Made a few changes to furniture order to fit temp space
 - Background checks on all employees
 - Interviews still ongoing
 - Access to TEACH
 - Family night tomorrow 4/25 to help families register.
 - Uniform vendor there on 4/18 and 40 parents showed up
 - Held Lottery

- 170 grade K (offered 100)
 - 66 grade 1 (offered 56)
 - 31 students are fully registered.
 - Others missing some forms
 - Hosting a lot of events to keep families warm and ensure that families show up on the first day of school
 - Ops team has been great with supporting families
 - Working with families to secure bussing
 - Curriculum
 - Working on curriculum maps
 - Working with vendors to secure curriculum
 - Will build character ed and SEL themselves
 - Selected ERate vendor and Ikon won the bid
 - Ikon came to site to assess the space
 - ED Report ended ag 8:11pm
- Motion to accept ED's report Adel
 - KC second
 - Unanimously accepted
- Motion to enter executive session Adel
 - KC second
 - Unanimously accepted