



South Shore Charter School

Board of Trustee Meeting
March 26, 2023
at 8:00pm
Location: virtually via Zoom

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

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
 - A. Facility
 - a. **Plan A:** Lease negotiations is ongoing.

- Utilizing DBI for lease negotiations
- Town board hearing took place in March

b. **Plan B:** The lease was fully executed in the month of February. We have finalized the agreement with the contractor. Slated to begin work soon.

B. Operations

- a. Phone and In-person interviews ongoing.
- b. In Person interviews held on 03/10 and 03/11
- c. On target to be fully staffed.

March Updates:

- We signed a partnership agreement with soccer league.
- Social Media Ads are running continuously.
- Virtual Open House 03/14, In person Open House 03/25. Our final Open House prior to the lottery is 03/28.
 1. Well over 100 families attended
- We are visiting libraries and other organizations
- March recruitment 148 (90 K & 58 1st)
 1. Target areas pulling from: Central Islip

C. Academic

- a. Met with curriculum developers to review maps and discuss feedback.
- b. Matrix developed to track all curriculum development timelines.
- c. Summer PD schedule currently being drafted

D. Development

- a. We restarted our JustWorks PEO agreement. Benefits and payroll will begin effective 04/01/23
- b. Uniform vendor and product sheet has been finalized.
- c. Submitted our eRate application. Will continue our work with Ikon as our vendor.
- d. In Honor of Women's History month, we highlighted the women on our team.
- e. RFP developed and published for security services, janitorial services, print services and technology services.
- f. Relunched the process with School Foods Solutions to become an authorized food service provider.

March Updates

- Arc of Year Document has been updated to reflect progress.
- Making great gains; community excited, school team excited about the fall

6. Presentation of February Financial Report

- Kanika Mobley makes a motion to forego reading of the financial report. Michelle Haynes seconded the motion. Motion unanimously approved.
- Hold on approving March financial report until the finance committee has an opportunity to meet.

Karlene Cowan motions to accept the Executive Director report. Michelle Haynes seconded the motion. Motion unanimously carried.

7. Executive Session

- a. Enter executive session to discuss facilities updates.
- b. Kanika Mobley motions to enter into executive session. Seconded by Kevin Warren. Board enters into executive session at 8:37 pm. Michelle Haynes motions to end executive session. Kanika Mobley seconded. Board returns from executive session at 9:02 pm.

8. Adjournment

- a. Motion to adjourn entered by Michelle Haynes. Seconded by Kevin Warren. Motion carries unanimously. Meeting adjourned at 9:03 pm