



South Shore  
Charter School

Board of Trustee Meeting  
August 2024  
at 7:30pm

Attendees	Dermoth Mattison, Executive Director (ex-officio trustee)	Present
1	Keith Brown (Chair)	Present
2	Kanika Mobley (Secretary)	Present
3	Margaret Banks (Trustee)	Absent
4	Michelle Haynes (Trustee)	Present via Zoom
5	Karlene Cowan (Trustee)	Present
6	Kevin Warren (Trustee)	Present
7	Arturo Cuchillas (Trustee)	Present

Meeting Agenda

1. Welcome
2. Call to Order and Roll Call
  - a. August Board Meeting called to order at 8:38 pm
3. Approval of July Meeting Minutes
  - a. Kevin Warren motions to approve the June meeting minutes. Arturo Cuchillas seconded. Motion carries.
4. Public Comment Period
  - a. No public comments
5. Approval to apply for Bill.com Line of Credit
  - Utilize Bill.com for vendors
  - Extended 60K line of credit
    - Net 30
  - Mr. Mattison will send the details once Bill.com sends to them and look into
  - Kevin Warren Motion to Apply to Bill.com. Karlene Cowan seconded. Motion carries.
6. Executive Director's Report
  - A. Operations:
    - Student recruitment: 225 students
      - Fully enrolled

- August updates
  - Completed assignments
    - Copy Machines were setup
    - Smartboards were installed
    - All furniture were ordered and delivered.
    - Student devices were delivered and programmed.
  - 90% of positions filled
  - Phone and in-person interviews ongoing
  - Transportation list finalized

#### B. Facilities

- Certificate of Occupancy obtained
- Completed tasks
  - Painting/Partitioning
  - Network infrastructure set up
  - Kitchen set up in progress
  - Nurse's office setup complete

#### C. Academic

- August updates
  - Summer Academy took place between 07/12- 08/05
  - Summer Institute PD took place 08/12- 08/28
  - Meet the Teacher Brunch took place on 08/25

#### D. Financial

- Kevin Warren Motion to forgo the financial report until September board meeting. Arturo Cuchillas seconded. Motion carried.

Kevin Warren Motion to accept the Executive Director's report. Arturo Cuchillas seconded. Motion carried.

#### 7. Adjournment

- a. Kevin Warren motions to adjourn the meeting. Arturo Cuchillas seconded. Motion carries.
- Meeting adjourned at 8:57pm