

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

Board of Trustees

Minutes of SABIS Board of Trustees Meeting – March 20, 2019

In Attendance: Sonja Shaw, Olivia Kynard, Ellen McDonald, Anne-Marie Nicolai,
Paula Meara, Freddy Lopez, Joyce Gondek, Patrick White

Guests: Karen Reuter, Lynn Spampinato, Justin Baker, Steve Bissonnette,
Edouard Deverennes, Khaled Shehemi, Sean Parent

Not Present: Luis Aponte, Daryl Lovell, Atu White

I. Meeting Called to order at 6:01 p.m.

II. **Approval of Minutes**

Olivia Kynard moved to approve the following meeting minutes. Seconded by Paula Meara and approved; all in favor:

- Regular meeting of 01/23/19
- Education committee of 02/19/19
- Finance committee of 03/13/19
- Governance committee of 3/14/19
- Retreat committee of 03/07/19

III. **Student Life**

Sean Parent reported.

- February held theme day for Hoover Foundation, raised over \$1K and had signed banner
- Management department issued its third newspaper and opened school store
- Students are applying to Cairo trip; nice opportunity to collaborate with students from around the world
- SL mini camp yesterday, all prefects from conference organized and ran – brought all they learned in Greece to present to students here at school. Leadership, cooperation skills, listened to prefects about opportunities for future success; many signups for management department; academics and discipline. Goal is to hold one more event and 2019-2020 goal is to hold three events to continue fostering cooperation, achievement, etc.

IV. Director's Report

Karen Reuter reported.

- Teacher of Excellence nominations in special education. The event sponsors some of the teachers. Would like to offer for colleagues to support on May 9 at Log Cabin for \$450 for two tables offered first come first serve. **Ellen McDonald moved to approve up to \$700 to purchase two and three (if available). Seconded by Joyce Gondek. Approved by voice vote, YES: Sonja Shaw, Olivia Kynard, Ellen McDonald, Anne-Marie Nicolai, Paula Meara, Freddy Lopez, Joyce Gondek, Patrick White.**
- Staffing updates; letters of intention to return are due Friday. 65% so far returned with positive reply. Allows for early planning. IT position is retiring; working on filling. A second grade teacher has decided to leave. Working on recruitment along with retention. Examples: partnership with Westfield State student teachers, AIC.
- Held PD day on March 15, sessions for time to work, with staff survey completed earlier; Lynn Spampinato held sessions about survey results. Sean Parent led session on beautiful spaces (positive, welcoming, supportive environment for students). Session on student discipline – how to handle behavioral issues, etc. Will review feedback. Invited attorney to present; he will also help with policies in handbook (example/attendance policy).
- Next week MCAS testing season launches, beginning with 10th grade ELA. Have offered supplemental programming for students who need it. Wraps up with Biology on June 5. Considering April break inviting “boot camp” work for students. Resources available in grant this year and also support from SABIS.
- Midterm reports have gone out. Already look at summer school attendance potential and/or retention. Last year successful in reducing number of students who attended summer school and were retained.
- June 14 is graduation
- June 6 scholarships/award ceremony; honor student leaders and student athletes, usually held around 9:00 a.m.
- Hall of Fame dinner 6:00 pm on May 10.
- Raven Harris worked on community activities such as Father/Daughter dance and Moms/Muffins; Bingo for Books.
- Held two open houses and administered family surveys/possible to share results at next board meeting?
- Many Acceptances including Smith, Wesleyan, etc.

V. **Governance Committee**

Olivia Kynard reported; have received five resumes and interviewed four. The committee recommends three of the applicants Derryl Gibbs, John Delaney, Dena Facchini. Interviewed two of them on March 14 and two on March 18. Interviews went well. Committee summarized each candidate for the Board.

Five applicants; board can have (15) max.

BOT members with terms renewing in 2019 should indicate their plans.

What about members who do not attend/review of bylaws? Consider tracking excused vs unexcused absences?

Ellen McDonald moved to nominate Derryl Gibbs for a three-year term on the Board. Seconded by Joyce Gondek and approved; all in favor. Tabling other two candidates til May meeting.

Olivia will reach out to board members to confirm commitments.

Olivia will reach out to candidates to explain the votes are tabled to May meeting.

Olivia asked if chairs of committees could send summary of committee: responsibilities, roles, etc. will use in welcome packages. Please provide by April 7.

VI. **Safety & Risk Committee**

Committee will review info with Kim Hollenbeck and bring to the May meeting.

VII. **Finance Committee**

Wilfredo Lopez reported. The committee met on March 13 where Steve Bissonnette presented the budget. Freddy Lopez summarized the meeting discussion about budget and solar plans. On wait list for solar project.

VIII. **Education Committee**

Ellen McDonald reported. The committee met on February 19. Still need to complete final paragraph and will ask Board for approval for committee to complete the evaluation. Ellen will provide for Dropbox and allow document to become final for submission to DESE by Chair Sonja Shaw. Committee frustrated re: benchmarks and plan to get results not clear, noting scores going down; criteria changed but “next gen” tests have been in place two years. Reviewed strategies for improvement; seem repetitive and where are goals? Committee to draft paragraph. Will try to complete first week of April. **Olivia Kynard moved that the Board authorize the Education Committee to complete the 2017-2018 SEM/SES evaluation and submit it to Sonja and SEM/SES and Sonja Shaw will submit to DESE. Seconded by Anne-Marie Nicolai and approved; all in favor.**

IX. **Retreat Committee**

Agenda will include Breakfast; legal responsibilities; board members should bring questions. Facilitator will conduct activities; lunch, then team building and wrap-up and discussion. Committee will formalize agenda and make copies for all.

IX. **Chair's Report**

Subcommittees list will be updated. Reminder to keep no more than (5) members.

Anne-Marie Nicolai moved to go into Executive Session for the purpose of contract negotiation and to not return to regular session. Seconded by Olivia Kynard and approved at 8:21 p.m.

Respectfully submitted,

Olivia Kynard, Secretary
SICS Board of Trustees

Attachments
Minutes