



MEETING OF THE BOARD OF TRUSTEES

December 10, 2018, 5:30pm
GCVS Office, 238 Main Street, 3rd Floor, Greenfield Massachusetts 01301

Board of Trustees: John Lunt, Fernando Fleury, Doug Wilkins
Excused Absence(s): Daryl Essensa, Dr. Jessica Biggie
Senior Leadership Team Members: Dr. Salah Khelfaoui, Interim Executive Director; Marc Richard, Director of Business Services; Greg Runyan, Director of Teaching and Learning
Visitor(s): The MP Group

MINUTES

- I. Call to Order
Mr. Lunt called the meeting to order at 5:30pm.
- II. Motion by Mr. Wilkins; seconded by Mr. Fleury, to move the Approval of Minutes of the November 19, 2018 meeting to immediately after the Call to Order.

Vote: (3-0-0)

Motion by Mr. Fleury; seconded by Mr. Lunt, to approve the minutes as presented.

Vote: (2-0-1) Mr. Wilkins – abstained

- III. Motion by Mr. Wilkins; seconded by Mr. Fleury, to move the Public Comment to immediately following the Approval of Minutes.

Vote: (3-0-0)

- IV. Public Comment – None

- V. Auditor's Report on FY 18 Audit Results
 - Representatives from The MP Group presented their findings of the accounting practices of GCVS.
 - There was a finding of non-compliance regarding the MTRS payments where five payments/contributions were late. Management has addressed the issue and has put processes in place to prevent it from happening in the future.
 - Before the report is finalized, documentation from Attorney MacNicol in regard to the K12 settlement is needed.

Motion by Mr. Wilkins; seconded by Mr. Fleury, vote to accept the report as modified to include the K12 settlement.

Vote: (3-0-0)

VI. Executive Session

Motion by Mr. Wilkins; seconded by Mr. Fleury, vote to enter into Executive Session under Massachusetts General Law Chapter 30A, Section 21 Part (a)(7) to review and approve Executive Session Minutes From November 19, 2018.

Roll Call Vote: Mr. Wilkins – yes, Mr. Fleury – yes, Mr. Lunt – yes

The Board entered into Executive Session at 5:47pm

The Board returned to Open Session at 5:51pm

VII. Reports / Action Items

A. Business Manager's Report

- Per Mr. Richard, we have received notification that the Department of Revenue (DOR) increased the school choice payments in error resulting in an overpayment in September, October and November of \$90,000.00 each month.
- A request has been made to the DOR to stretch out recouping the overpayment through the end of the fiscal year.
- Mr. Richard confirmed that the budget/cash flow was not based on the higher amount.

B. Interim Executive Director's Report

- Dr. Khelfaoui reported that our current enrollment is 588 students.
- We have approximately 20 students applying to grade 8 waitlisted. We are looking at ways to get them enrolled.
- He has visited with a group of students in the Waltham area and will be scheduling more face-to-face meetings with students and families moving forward.
- A second grade teacher has been hired.
- Based on the number of students eligible for ELL services, Dr. Khelfaoui is proposing a .5 FTE ELL Teacher.
- There is also a need for additional IT support and Dr. Khelfaoui is proposing hiring a full-time IT Assistant.

C. Report of Ad Hoc Subcommittees

- Per Mr. Fleury, the Budget Subcommittee met on December 6th and discussed the additional staffing needs and is bringing forward unanimous recommendations for both positions.

Motion by Mr. Fleury; seconded by Mr. Wilkins, move to approve the hiring of a .5 FTE ELL Teacher and a full-time IT Assistant.

Vote: (3-0-0)

- Mr. Wilkins presented Policy Manual Section I for a second reading and vote.

Motion by Mr. Wilkins; seconded by Mr. Fleury, move to approve Policy Manual Section I.

Vote: (3-0-0)

D. Report of the Chair

- Mr. Lunt acknowledged that there have been other things requiring attention but stressed that moving forward a focus on enrollment was extremely important.
- He would like the members to think about what else we can offer such as a blended model or partnering with districts to offer a hybrid model.
- We may want to explore offering a program for gifted and talented students.

Next Meeting Date - Monday January 14, 2019 at 5:30pm

E. Adjournment

Motion by Mr. Wilkins; seconded by Mr. Fleury, move to adjourn meeting.

Vote: (3-0-0)

Meeting adjourned at 6:40pm