

**Benjamin Franklin Classical Charter Public School**  
**Board of Trustees Meeting**  
**APPROVED Minutes**  
**Thursday, November 9, 7:30pm**  
**BFCCPS Library**

Attendance: Trustees President John Neas, Vice President Lauren Pfizenmaier, Treasurer Mark Kripp, Clerk Richard Frongillo, Faculty Representative Joe Perna, Colleen Brown, Lori Clements, Anna dos Santos, Jack McCarthy, Michele Pearl, Scott Stavely, Cathy Tomaso; HOS Dr. Kevin O'Malley; Consultant Dr. Jerry Marcus

Absent: Charles Mayo (out of state).

**Call to Order (7:30)**

**Recognition of the Month (7:35)**

Student government program reinstated! Kevin introduced teacher Ed Callahan who acknowledged the involvement of teacher Beth Sharistianian. President-elect Amanda Mullaney introduced her fellow student leaders present at the meeting, including:

Vice President Alyssa Williams, Treasurer Rebecca O'Donnell, Secretary, Megan Pradko, Patrick Miller (Sharistianian), Chase Bukoles (Gephardt)

Miss Mullaney highlighted some initial goals for the year, including focus on 1. community service (wrapping paper sale), 2. boosting school spirit, and 3. addressing concerns of student body (e.g. dress code, mirrors in restrooms, weight of back packs).

Ed indicated that there is an association between upper and lower grade students to ensure representation for all students.

**Clerk's Report (7:43)**

MOTION: by Rich/Anna to approve minutes of 10/12 Trustee meeting.

RESULT: Pass

**Treasurer's Report (7:43)**

Mark reviewed highlights of the last Finance Committee meeting. The committee has some concern about the budgeted \$25K associated with fundraising given that the Development Positioning has not yet been filled. The shortfall of income is, of course, offset somewhat by not incurring the cost of the person that would be in that position.

In response to questions, Mark notes that bank interest projected for additional \$10k due to increased interest rates in rotating CDs. Separately, the recommendation for increase expenditures related to the DOE visit are necessary because the PQ&A visit was moved by the DOE from 2007-08 to 2006.

MOTION: by Mark/Coleen to approve \$7,500 for budget amendments as presented in 11/2 Finance Committee meeting minutes

RESULT: Pass

**Review Outstanding Action Item Register (7:50)**

Lauren reviewed several items. An updated register is contained in a separate document.

**Open Comment (7:56)**

Jennifer Moccia: In October, the dress code discussion was tabled; will that discussion be held? Also, she expressed thanks to Board and Organizational Task Force for work and dedication.

**Presentation by the Organizational Task Force (7:58)**

John introduced this topic by noting the countless hours spent by the task force members and offering his sincere thanks to the group, and Anna as chairperson. He stated that the Board will

be seeing report for the first time tonight. Summaries of recommendations were available at the meeting and copies of the full report could be signed out from the library. A schedule of meetings has been set to allow parents, staff, and Trustees an opportunity to meet with the task force to gain an understanding of the report.

Anna presented a number of slides that highlighted the seven recommendations of the task force. She thanked her committee for their diligence and efforts. She noted that full reports were handed to the Trustees and that the review meetings are scheduled to provide a more full presentation to the thoughts and ideas in the report.

### **HOS report (8:33)**

Kevin sets his goal for the evening: to be succinct! He stated that BFCCPS is a "special school"; "things happen here that don't happen in other places". A terrific example is French Week! Madame Malouf is "my new hero", Kevin exclaimed. He acknowledged other teachers that contribute to the extensive language program.

- Dress Code: Kevin suggested a way to proceed; allow him to collect information from constituencies (parents, faculty, students) to construct a statement for a dress code. He referred to three existing documents that have been used in the past (distributed to Trustees prior to October meeting). Kevin will report on Dress Code by January, 2007 meeting.
- Finance Committee: Kevin thanks the members for their support of proposals brought before them.
- Safety Plan: The plan is in operation. The major piece of preparing for lockdown a situation is underway, starting with the auditorium. Kevin is discussing issues with the Franklin Police. He is pursuing 'buzz in', self-locking doors in modular building. Cathy wonders whether St. Mary's was approached about Safety Plan cost? Kevin did meet with church and they were "non-committal" on paying a portion of the changes for safety.
- Technology: Kevin reports that the new set of laptops are up and running leaving the school with two full, working labs in place, and recognizes this as a wonderful benefit for the students.
- MCAS Analysis: Kevin had shared some documents, in advance, and delivered more this night. He observes that MCAS is state feeder to the Federal "No Child Left Behind" program. Annual Yearly Progress (AYP) is the primary yardstick and BFCCPS is meeting AYP well. The comparison is strong with Franklin district schools; BFCCPS outpaces more often than not. Although in decent shape regarding MCAS, some steps to help improve outcomes are being taken: pursuing storage and analysis of all standardized tests ever given at BFCCPS; analysis based on "no excuses, no blame", just looking at making improvements; looking at "gaps", "overlaps", "open-ended questions", vocabulary, practice tests, science kits to "do things" to 3rd&4th; use data to help kids
- Curriculum: history document provided with annotations for Frameworks and Core Knowledge; teacher initiative. Mark asks: were there any areas where content was eliminated from CK to make room for Frameworks? Jennifer Fairbanks responds "No, just reshuffling, aligning". Ed Callahan observes that history through 7th grade, "lines up great"; still considering tweaks to 8th grade which is still as CK curriculum now. Cathy wonders how we get parents in loop of adjustments; Kevin indicates changes will be posted on web site; Colleen raises the question of whether Frameworks is part of our DOE review? It is.

Kevin presents two curriculum packages for science; Elizabeth Clayton took initiative based on teachers's need to know what to teach; there is less movement of material in science as compared to history.

Lori asks whether the it has become too difficult to support Frameworks AND Core Knowledge; should we be planning for eventuality of having to choose? Joe points out that Core Knowledge leaves room built-in for enhancement which allows for adjustments for Frameworks; Kevin believes we can continue to address both curricula for the time being.

### **Vote to Extend the Time on the Contract with Dr. Marcus Activity (9:11)**

In his original proposal, Dr. Marcus had planned to continue activity with BFCCPS until November 15, 2006 and then return in February, 2007 as a follow-up period. Dr. Marcus has generously offered, at no additional cost, to continue work to December 20, 2006 to continue addressing areas of Board and staff improvements.

MOTION: To approve the extension of the contract of Dr. Marcus beyond November 15, 2006.

RESULT: Pass

### **Vote on Policy and Procedure on Committee Formation (9:12)**

Anna offers a draft of the proposed policy. Laureen had suggested revisions which Anna discussed: Anna agrees with adjustment to have recommended members be handled as a slate/group in Section 6.8; discussion and alternate wording suggested;

Mark observes that there is no language about duration or dissolution of committees

John suggests tabling the approval of the document and requests further review by the Governance Committee; the work will be added to the action register for December

### **Discussion/Vote on Proposal to Approve the Sick Day policy (9:37)**

Lori presents document; Rich asks about D(iii) and use of termination; changed to "expiration". Mark notes the addition of language of D(iii) suggests that "expiration of Letter of Agreement" is strictly different from "termination". He wonders about the implications on general BFCCPS policy of this distinction. Much discussion followed.

Lori suggests tabling the approval of the Sick Day Policy until an opinion from an HR professional is sought.

### **Discussion/Vote on Proposal to Approve One-time Accumulated Sick Day Buy-Back (9:53)**

Lori reviews documents regarding the buy-back proposal outlined in a document from the Human Resources committee. It includes a 5-day minimum as a protection to close the gap until Short-term Disability kicks in. What is basis of \$60 per day? It is noted that substitutes cost \$75/day; 2005 review of "going rates" showed \$60/day is on "high end".

MOTION: by Colleen/Laureen to approve the one-time buy-back as presented.

RESULT: Pass

### **Vote to Continue (9:57)**

MOTION: by Rich/Anna to suspend rules to continue discussion after 10pm

RESULT: Pass

### **Board Discussion to Frame the Procedure on the Review/Decisions on the Recommendations of the Organizational Task Force (9:57)**

John gives homework to have Trustees prepare before 11/27 board workshop. He raises three questions to get started: (a) should the Board engage in a structured format for criteria for Trustees review? (b) should there be suggested questions compiled in advance? (c) should Pres, VP, Jerry, Kevin meet a priori?

Jerry suggests shaping the discussion by asking "what is standard to be used as guiding principle to move forward?" The idea of is to expedite the review procedure.

Rich notes that without having read the report, it seems best to (a) be structured, (b) create a list of questions that are shared amongst the Board so that not all Trustees are recording the same questions, and (c) have a meeting, in advance, to help make the Board review more efficient.

Michele suggests that we create whatever construct to help move things forward.

Anna: if there is more information that she can bring to meeting, let her know. Mark requests distribution of PowerPoint slides from this meeting.

## **Committee Reports (10:11)**

### Facilities

Laureen wonders whether any word from St. Mary's on offer to purchase the building. No

### Faculty Representative

Joe is moving forward with suggestions for representative on Board-level committees; looking for review by December with representatives available on committees in January

Regarding the grievance policy, Joe notes that the addition of the phrase "... for no reason at all..." causes concern/confusion about "at will" employment; some have desired to have access to a resource to know more about "at will". Representation will help. Perhaps having an HR resource available would make sense. Laureen suggests consultant "Patricia" may be brought back? Lori will consider.

Joe observes that there has been LOTS of talk in anticipation of BOTF, very much on people's mind. He is not sure how to reduce anxiety of the BOTF report.

### Governance (10:16)

Work continues on committee formation. Discussions about nomination process have begun and will be addressed further in December.

### Human Resources

Employee Handbook was presented in two meetings; several have approached with feedback; clear that many do not understand what "at will" means; organizing interviewing committee for Development person; continues to keep in contact with Kevin

### Mission

No report. Chuck in NY

### Organizational Task Force

See previous discussion

### Public Relations

Scott is reviewing internal communications and considering adjustments to improve; will look at BOTF report to synch up; looking at who is media point person for different events; looking at Barnes & Nobles event upcoming and others

### Technology

Covered in HOS report

## **Adjournment (10:21)**

Next meetings: 11/16/2006 (Board Workshop with Dr. Marcus), 11/27/2006 and 12/5/2006 (BOTF review), 12/14/2006