

Benjamin Franklin Classical Charter Public School
Board of Trustees Meeting
APPROVED Minutes
Thursday, December 14, 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, Chuck Mayo, Jack McCarthy, Michele Pearl, Cathy Tomaso; HOS Dr. Kevin O'Malley; Consultant Dr. Jerry Marcus

Absent: none.

Call to order, Introductions (7:32)

Recognition of the Month (7:34)

In recognizing the BFCCPS art program, Dr. O'Malley points to murals and pictures posted in the room. He introduces three second graders who each have a picture to display and words for the group: Reed McMaster states, "Art is very fun, a nice activity to do here and at home. It is cool of Mr. Perna to hang up art in Barnes and Noble. The fish I created is a mixture of a piranha and a shark." Cecilia Ahern observes that, "Art makes me happy and have a good imagination." Emerson O'Neil adds "Art is creative and fun; I can put imagination on paper." She showed her textured "mongo fish".

Presentation by PCO to Discuss the Issue of Litigation Versus Scrip Advantage (7:40)

PCO President Letha Hemingway recounts that the 2005-06 PCO lost nearly \$11k from California-based fundraising organization Scrip Advantage. Letha had requested to be put on the agenda to make the Board aware of the potential of the PCO entering into a lawsuit to recover the money. However, given that Scrip Advantage has stepped up to give a response in the Horace Mann lawsuit (3/1 trial date, Letha has been called on to be a witness), the law firm that was willing to represent the PCO pro bono is now unwilling to do so. There is a chance for a future class action suit; if so, Letha will bring information to Board.

Clerk's report (7:48)

MOTION: by Rich/Anna to approve minutes of 11/9 Trustee meeting.

RESULT: Pass

Treasurer's Report (7:50)

Mark distributes report from Alexander, Aronson, Finning & Co., PC which was provided by the financial group as a courtesy to the Board; drafts had been previously provided. Mark distributes AAF report, audited financials; will go to website.

Mark presents the report from investment advisor RBC Dain Rauscher related to the schedule of investment in Certificates of Deposit; the plan includes a need for monthly liquidity (\$50k need for operating capital due to timing of payments versus income); keep investments to no more than eighteen months

In reviewing progress toward budget, Mark notes that \$25k of income eliminated (no person in development position, no grants), \$18k added for faculty buyout of sick time, and the school has four additional students over budget. He notes that the state fixes Full Time Equivalent (FTE) in March for purposes of reimbursement.

Mark discusses start of pro forma planning of 2007-08 and looking at fixed versus variable expenses; no specific conclusions, but believed per-student revenue will not increase; some 2006-07 expenses (e.g. consultant) will not recur next year.

Mark observes that faculty development funds exist of about \$25k (scattered in budget, not including \$5k from foundation); draws attention to \$15k tuition teacher reimbursement, \$6k in

professional development, \$4k for core knowledge. The Finance Committee encourages participation in Core Knowledge conference.

Review Outstanding Action Item Register (8:08)

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

Open Comment (8:12)

No comments offered.

HOS Report (8:12)

Recognitions: lots of good things happening here! Dr. O'Malley highlights the following: Mrs. Williams was tremendous as fill-in nurse; Pat Fairbanks and Ellen Williamson have contributed greatly (40+ hours!) in preparation for DOE visit upcoming on 1/8-1/10; DOE accountability visit on 1/30 (lots of preparation required); Board has a role to play and will be notified; on track for a successful visit; PCO awarded two faculty grants - LaPlaca and Trotin; next round of funding in February; Kindergarten aid Diane Price and her family (including 2nd grade son) have moved to Tennessee; replacement Allison Lane starting on 12/20; Ben Benjamin has been noted in Who's Who; Three Destination Imagination teams have formed; plastics/robotics team has been meeting and have an upcoming competition; Preparations for *Oklahoma* show going along well

- Report Cards delivered on 12/13. Data is being combined; results of ERB and Terra Nova testing to be sent home; composition sent home too (offering insight to family); any questions are encouraged
- Dress Code: Dr. O'Malley notes that this is a "multi-headed endeavor"; all have input (e.g. Student Government is putting together a position paper); He asks to move deadline to February; in the meanwhile, "enforcing the minimum"; nothing outlandish is allowed
- Technology: Hardware is at beneficial level; new endeavor: how is technology to support work in the classroom; looking to spend time in January with teachers about teaching/professional development
- Curriculum: Dr. O'Malley has met with teachers and entered discussion: need to do more writing in school; address students' handling of open-ended questions; challenge to use knowledge rather than regurgitate information; lots of work being done
Dr. O'Malley refers to DOE's January meeting is about "dotting i's and crossing t's. We have a tremendous school."
- Safety Plan: Over winter break, locks will be installed around auditorium and classrooms; most should be done by January
- Dr. Marcus Recognized: Dr. O'Malley notes that we are coming to the end of the initial phase of the involvement of Dr. Marcus. He publicly thanks Dr. Marcus for his participation and dedication to the task.

Mark/Cathy: will Board see report about how school did against norms in testing? Added to action register.

Dr. O'Malley informs the Board of a minor bus accident on 12/14; minimal contact with car; no damage or injury; parents of children called. He notes that a Globe West article was published on 12/14 based on comments from 12/5 OTF workshop; John comments that BFCCPS is a public organization subject to such coverage; he is pleased with work of the OTF and the discussions that the work has generated.

Vote to Extend the Contract of the Head of School (8:35)

John reflects on "need for time-out" (from spring, 2006 consultant report) and hiring of interim HOS; he notes that BFCCPS is very fortunate to have found Kevin O'Malley. For reasons of continuity and stability as Board considers options for the future, John recommends extending his contract.

Mark distributes preamble: Whereas it is in the best interest of BFCCPS to stabilize, to the best

of our ability, the leadership of the school and, whereas Dr. Kevin O'Malley's performance, as documented by the school's consultant, and affirmed by a majority of the officers of the Board, has contributed to the strengthening of the school and student performance, and whereas the Officers of the Board of Trustees recognize the valuable contribute Dr. O'Malley has made in his brief tenure, the following motion is offered:

MOTION: By Mark/Jack for the Board of Trustees to extend Dr. O'Malley's employment as Head of School, subject to final agreement on terms, until such time as Dr. O'Malley and BFCCPS mutually agree to terminate his employment. Such continued employment is subject to acceptable performance as determined by the Board of Trustees

RESULT: Pass (unanimous)

John highlights that the appointment removes "interim" from the title of Head of School. Dr. Marcus congratulates the Board on taking "a positive step."

Vote to Accept Resignation of Trustee Scott Stavely (8:40)

MOTION: By Laureen/Michele to accept the resignation of Trustee Scott Stavely with regret

RESULT: PASS

Discussion followed with how to fill open trustee spot. By-laws state that Nominating Committee should provide recommendation within 30 days of "a candidate".

MOTION: To charge Nominating Committee to present candidate by 1/11 meeting following by-laws and procedures

RESULT: PASS

MOTION: To replace John Neas with Richard Frongillo on Nominating Committee

RESULT: PASS (1 abstention)

John states his regret in seeing Scott leave; he would like to see Board stay together for another year

Vote to Continue the Present Organizational Structure of the School Until Such Time as the Board Decides on Viable Alternatives (9:08)

John expresses desire for less divisiveness; he is suggesting that the Board take an action to help the community continue to heal. Rich wonders what the intent of a motion is. Joe is unsure whether the proposed language of the motion will reassure as intended. Mark is concerned about hamstringing Dr. O'Malley in changes he might make as an unintended consequence. Dr. Marcus suggests a memo to faculty about plan. Rich suggests highlighting Kevin's renewal. Mark wants to avoid having people make decisions by providing safety net with notice or commitment of pay. Chuck wonders whether we should have a vote of confidence in current organizational structure.

MOTION: by Chuck/Lori to express confidence in current organizational structure and the people in the roles

Dr. Marcus reiterates memo as a solution and provides details

RESULT: Withdrawn (Lori withdraws second, no other second)

John will draft letter on behalf of the Board to be reviewed by Drs. O'Malley and Marcus and then the Board.

Vote to Accept the Report of the Organizational Task Force (9:27)

MOTION: By Rich/Jack accept OTF with thanks of the Board

RESULT: PASS

Vote to Dissolve the Organizational Task Force (9:27)

MOTION: By Lori/Cathy to dissolve the OTF having completed its work.

RESULT: PASS

Discussion on Method to Proceed with the Recommendations of the Organizational Task Force and the Recommendations of Dr. Marcus and Dr. O'Malley (9:27)

John moved this item to the end of the night's agenda given the full slate of issues to discuss.

Policy and Procedure on Committee Formation (9:28)

Anna refers to current version of document, and points to one major change in 6.9; 12.1 changes to "majority vote" Rich points out minor issues to be corrected; Colleen highlights that this document has gone through nine revisions and lots of work is behind it.

MOTION: By Mark/Jack approval with minor modifications

RESULT: PASS

John points to the creation of this document as an example of good committee work.

Expectations for Parents, Guardians and Volunteers (9:33)

Colleen reviews that initial version was modeled on Code of Conduct of Faculty, but was re-drafted after public comment to make it less harsh. Rich wonders why this document/language is not included in Family Pledge; Colleen points out that the Family Pledge is more focused on academics.

John Curry: what does #11 (regarding e-mail) refer to? He notes that the published school directory does not include e-mail; was that an effort to inhibit parent-to-parent communications? Deb Schwab points out that response to filling out survey document was low; Colleen responds that the intent is to refer not to "official school business".

MOTION: By Laureen/Cathy to accept the document as presented.

RESULT: PASS

The need to assign a policy number and add to the document to the Family Handbook will be added to action register

Committee Reports (9:40)

Facilities: no report

Faculty Representative:

At recent faculty meeting (attendance voluntary), Marcus/O'Malley recommendations were reviewed; general pleasure expressed

Governance: see notes of policy documents on elsewhere in minutes.

Human Resources:

Buy-back of sick time is completed; checks distributed; positive comments expressed; all but three eligible chose to participate; one other was negligible amount

Development Director interview committee met on 12/11; hopeful to have candidate after winter break; some candidates pointed to old information on website

Gathering information for HOS evaluation; need two faculty representatives to HR; looking for one more

Not expecting to meet until after New Year

Mission:

Chuck reports that the last meeting cancelled until membership issues resolved; dysfunctional; dealing with legacy formation. Chuck is interested in re-forming the committee to correspond with new committee-formation document.

Chuck acknowledges productive focus on community service so far; will be speaking with Dr. O'Malley about meeting at end of January

Rich expresses concern about changes to committee given that the Mission Committee was explicitly formed by the Board with sub-committee chairpeople decided through the Nominating Com-

mittee. He does not believe that re-forming the committee is appropriate, but feels, regardless, that the Board should take a definitive action of whatever it intends to do. Michele wants to be pragmatic about meeting objectives. Mark observes that without taking an affirmative action the implication is that the decisions are hidden behind policy document; suggests motion in January.

Chuck wants to expedite the process, expressing frustration at the delay. Mark suggests using the time to talk with existing members and prepare for "how it will work".

Note to be added to January agenda

Dr. Marcus recommends sticking with policies and procedures to continue to develop credibility; balanced, equal treatment

Vote to Continue (9:57)

MOTION: by John/Laureen to suspend rules to continue discussion after 10pm

RESULT: Pass

Nominating Committee:

PR Committee: Scott resigns

Technology:

integration curriculum; points to 5th-grade presentation at recent assembly as possibilities;

Mark: happy with symphony math (k-1 +2) and SmartMusic

Discussion on Method to Proceed with the Recommendations of the Organizational Task Force and the Recommendations of Dr. Marcus and Dr. O'Malley (10:05)

John tabled this discussion until next meeting.

Adjournment (10:06)

Next meetings: 1/4/2007 (Board Workshop, 1/11/2007