

**Benjamin Franklin Classical Charter Public School
Board of Trustees Meeting
APPROVED Minutes
Thursday, January 11, 7:30pm
BFCCPS Library**

Attendance: Trustees President John Neas, Vice President Lauren Pfizenmaier (7:52), Treasurer Mark Kripp, Clerk Richard Frongillo, Faculty Representative Joe Perna, Lori Clements, Anna dos Santos, Chuck Mayo, Jack McCarthy, Michele Pearl, Cathy Tomaso; HOS Dr. Kevin O'Malley
Absent: Colleen Brown (family matters to attend); Consultant Dr. Jerry Marcus (returns in February)

Call to order, Introductions (7:30)

Recognition of the Month (7:32)

In recognizing the BFCCPS 5th grade scarf sale, teachers Ms. Davis and Ms. Bergeson accompanied students Katherine Mayo and Eleanora Vosberg. The students presented a wonderfully prepared description of the details, logistics, and results of the scarf and blanket sale which netted over \$1600 to be put towards charity and other programs to support class activities.

Clerk's report (7:48)

MOTION: by Rich/Jack to approve minutes of 12/14 Trustee meeting.

RESULT: Pass

Treasurer's Report (7:50)

Mark notes that the Dept of Ed announced that tuition allocations for charter schools were overstated due to a "clerical error" and that the forecasted revenue is decreased by \$55K. This drops the surplus in the budget to \$60K.

MOTION: by Mark/Lori to reallocated \$2500 from Educational Field Trip line item to Payroll line item to better correspond to the cost of nurses.

RESULT: Pass

Mark and Lauren continue their appeal to involve more individuals in the Finance Committee operations and budget process. The next meeting is on 1/30 to coincide with the DOE visit.

Review Outstanding Action Item Register (7:54)

Lauren reviewed several items. An updated register is contained in a separate document. She observes the need to return to the Strategic Plan and Public Relations program.

Open Comment (7:56)

Cindy Sarapas asked who would be paying for nurses on field trips. John states that this expense was transferred to become a school expense.

HOS Report (7:58)

Recognitions: Although moved to be expedient, Dr. O'Malley finds it difficult *not* to comment on recognitions with all the good things going on in the school: he notes a student from BFCCPS was prominently featured at Governor Patrick's recent inauguration in the orchestra; Former student Andrea Ross was highlighted in recent Boston Globe article; "Great kids doing great things."; He thanks Ms. Davis and Ms. Bergeson for their hard work in the scarf sale; Congratulations and thanks to Ms. Ginnetty for the write-up of her work in the American Classical League publication. Thanks to PCO for the "meaningful presentation of Amazing Grace, the story of Martin Luther King". This was very well done and well received.

- January 10 visit from DOE. The visit was an intense experience that involved the entire school; Although the written report is not expected for thirty days, here are some comments from the oral report given on 1/10: it was noted how well the school has behaved with its obli-

gations, particular with Special Education; the inclusionary model of bringing ALL into one school was highlighted (“almost a model for how we do things in the state”); “wonderful teachers”, “fantastic”, “entirely laudatory report”; one evaluator stated that she would be “proud to have her child attend this school”

Dr. O’Malley recognizes the tremendous and tireless efforts of Pat Fairbanks and Ellen Williamson and also for the assistance of Jennifer Fairbanks and Kathleen Lallier.

- January 30 visit from DOE. This second visit is upcoming; it is expected the results of the 1st vision will bleed into this visit which will be an analysis of what we are and how we do against it; are we effective?
- Development/Public Relations Director Hired. With thanks to Lori and the HR Committee for their thorough work in interviewing candidates, Dr. O’Malley introduced the newly hired Joe Chillo. Joe hopes to “hit the deck running” as he has great background for what we need; he was the unanimous choice; he will be in school each Tuesday and available at other times. Joe expressed his looking forward to working with all in the community.
- Meeting with St. Mary’s Church pastor. Dr. O’Malley met with Father David Callahan and had an amiable and cooperative discussion. The church has agreed to pay half of the money spent on locks in the building (allowing BFCCPS to look at more elements of the Safety Plan). The church responded to the BFCCPS offer to purchase the building by clearly indicating that they are not interested in selling. The church is, however, interested in discussions about extending the lease agreement.

Mark asks about enrollment. It appears that numbers are down somewhat but we will continue to have a waiting list. Another enrollment event is scheduled on January 25.

Other comments: Michele offers words of welcome to Joe Chillo; John observes that the MLK assembly may have been the best ever;

Report of Nominating Committee (8:16)

The Nominating Committee was tasked to fill open seat within thirty days. The committee lost a parent member due to status change, and was interested in opening that slot to the entire school community. The deadline for community interest is 1/17 and if there are multiple people interested a random selection will be made. The entire “slate” of potential candidates was contacted and three are still interested. The Nominating Committee will meet before February meeting and will produce a recommendation for the open seat which expires in June, 2007.

MOTION: By Rich/Jack to extend deadline of Nominating Committee by thirty days to complete the selection process.

RESULT: PASS

Discussion and Vote to Reform the Mission Committee (8:27)

Chuck presented his proposed motion to reform the Mission Committee which outlines his intent to discontinue operations of the current committee, resolve to structure the committee consistent with Board Committees, remove all standing subcommittees/task force designations, carry out Board level discussions to establish details of intent for implementation of four pillars of mission, etc., establish objectives for Mission Committee, and rewrite the committee description.

Mark attempts to summarize the proposal as “because the current committee is inconsistent with its formation and because the committee’s direction/charter is unclear and not working, the Board needs to provide a new, clear charter. He is concerned that the proposed motion removes strength from the committee chair.

Chuck felt he needed to explain the intent behind the proposal; he is looking to a March/April time frame. Mark questions what is a realistic time frame. Chuck thinks April, maybe May as more meetings to unite group to build solid formation. He wants to meet with parents in January. Mark suggests a draft in March, final in April, and choose committee members in May. Jack wonders whether the subcommittee can look at building direction? The concern is that this may

extend time line. Rich asks why the existing committee cannot be utilized. Chuck states that the process will not work with existing individuals. Lori expresses frustration that the Board is not moving forward.

Mark suggests a three step process: (1) dissolution, (2) reestablish under current guidelines, (3) empower chair to proceed toward the goal of setting a charter for the Mission Committee.

MOTION: By Mark/Jack to dissolve and immediately reform the Mission Committee according to the guidelines on Committee Formation.

RESULT: Pass (2 opposed).

MOTION: by John/Jack to appoint Chuck Mayo as chairperson for the Mission Committee.

RESULT: Pass

MOTION: by Mark/Jack to direct chair of Mission Committee to deliver, no later than the April, 2007 Trustee meeting a final charter of the Mission Committee.

RESULT: Pass

Continued Discussion on the Recommendations of OTF and Drs. O'Malley/Marcus (9:03)

Mark distributes text for three separate, proposed motions to move forward on the common elements of the Organizational Task Force recommendations and the separate recommendations of Drs. O'Malley and Marcus. Joe wants to be clear that there are areas where the two models are, in fact, mutually exclusive. He wonders what will be the direction provided by the Board as the individuals charged with formulating proposals (Dr. O'Malley, Cathy, Anna) do their work. Cathy refers to comments made by Dr. Marcus that suggest that all good schools have a vision; what is the Board's vision, structurally and philosophically?

Mark defends his proposal as a "three-legged stool": (1) the school has limited resources and wants to consider unmet organizational need, (2) regardless of organizational/leadership model, we are providing direction for participatory structure with teachers, and (3) how do we spend money to get to (2)?

Lori thinks that people want to know if Board agrees with philosophy of OTF. Joe wants to know what part of the recommendations the Board is embracing. Anna references parts of OTF report that were edited out. One part was a vision statement. perhaps this statement is a starting point?

There is considerable discussion. Mark calls for the motions to be moved.

MOTION: By Mark/Michele: At the February, 2007 regular Board meeting the Head of School shall present to the Board a pro-forma budget for the 2007-08 year indicating how a position or positions, up to \$100,000, can be funded without reducing resources available for staff and faculty salaries, curriculum, or staff development. Further, the HOS and the Board members of the former OTF shall present a detailed job description or descriptions, including qualifications and related implementation plans for at least two alternatives to organizational restructuring. Such plan or plans not to exceed \$100,000.

RESULT: Pass (1 opposed).

MOTION: By Mark/Laureen: The Head of School shall establish a Staff Development Committee, as outlined in recommendation 5 of the Head of School recommendations presented December 5, 2006. In addition to the duties listed, the committee shall work with the Head of School in the preparation of the staff development budget and policies for 2007-08.

RESULT: Pass

MOTION: By Mark/Lori: The Head of School shall develop a plan for the increased participation of staff and faculty in the decision making process as it relates to the day-to-day operation of the school. Such a plan to be implemented in calendar 2008 and to include: composition of relevant committees, to include a "Leadership Council" and "Pillar Council"; Identification of required resources(including financial resources); Procedures and

guidelines for staff and faculty involvement (including feedback processes to staff and faculty); A sustainability plan for staff and faculty participation in the decision making process such that the process is “institutionalized” and maintained beyond the tenure of the current Board or school leadership. The HOS shall report to the Board progress on the plan at least quarterly, at the last Board meeting of each calendar quarter.

RESULT: Pass

MOTION: By Mark/Anna to send the matter of “election of Board of Trustees” to the Governance Committee to be reported back by March, 2008.

RESULT: Pass

Committee Reports (9:38)

Facilities: Board had made formal offer, in writing, to the church and the church is not interested; given lack of progress on land agreement, this suggests it may be necessary to re-enter negotiations with the archdiocese; Mark requests contact information for the owner of the land; Letha Hemingway asks about the nature of the difficulties with getting the land. John reports that early discussions were positive but the contact person (broker) has not returned calls for three months.

Faculty Representative: Joe has associated teacher representatives on Board Committees: Artur Duque (Technology), Ben Benjamin (Facilities), Joe Perna (Governance), Kathleen Lallier (Finance), Gail Trotin, Kevin Buckley, and Mireille Malouf (Human Resources), Sue Weidman (Nominating).

Governance: Much to do in the coming weeks.

Human Resources: Lori thanks Joe for getting faculty representation. HR meeting scheduled for 2/27 with HR consultant to discuss handbook issues. Thanks interview committee (Hemingway, Weidman, M. Ginnetty) for their time and effort. Thanks to Deb Schwab for help with advertising. Discussion of HOS Performance Review tabled.

Mission: previously discussed

Nominating Committee: previously discussed

PR Committee: no chairperson

Technology: Rich reports that the 1/12 professional development program will be devoted to technology with a visit from MassOne and discussions of technology needs to be held.

Adjournment (9:51)

Next meetings: 2/8/2007