

Benjamin Franklin Classical Charter Public School
Board of Trustees Meeting
APPROVED Minutes
Thursday, April 12, 7:30pm
BFCCPS Library

Attendance: Trustees President John Neas, Vice President Lauren Pfizenmaier, Treasurer Mark Kripp, Clerk Richard Frongillo, Colleen Brown, Lori Clements, Anna dos Santos, Chuck Mayo, Jack McCarthy, Jennifer Moccia, Michele Pearl, Cathy Tomaso; HOS Dr. Kevin O'Malley

Absent: Faculty Representative Joe Perna (broken toe)

Call to order, Introductions, Comments from the Chair (7:34)

John shares several comments: (a) he notes success and fun at recent school events including Destination Imagination (DI), the production of Oklahoma, and the BFCCPS family social (Sock Hop theme); (b) he received a request from an East Carolina College student impressed with a BFC-CPS policy document and he forwarded that document to the student; (c) he points out the failed attempt to reschedule the June Board of Trustees meeting to 6/7 as there is a school function already scheduled for that day; it is known that at least Mark and Lauren cannot attend on the original date of 6/14; (d) he distributes the proposed 2007-08 Trustee meeting dates; (e) he announces the date of the annual board retreat (in Falmouth) as July 14; (f) he seeks input from Board members as he prepares a notebook for Board members, distributing a list of documents to include in the notebook; (g) he gives the floor to Chuck who notes that Anna Lee, instructor of after-school Mandarin class, is coming out with a book; Alan Earls hosting an event at which Chuck will speak; (h) he gives the floor to Jack who announces that he will not be continuing on the Board after this year (one year left in term); Jack has been named to other boards which has squeezed his time; he commends Board for hard work and leadership from John; he feels it has been great to have been part of Board. (i) John notes that Recognition of the Month will be at 8:15 tonight.

Clerk's Report (7:42)

MOTION: By Rich/Michele to approve minutes of 3/8/2007 as posted.

RESULT: Pass

MOTION: By Mark/Anna to approve minutes of 3/15/2007 as e-mailed

RESULT: Pass

Treasurer's Report (7:44)

Mark distributes package of budget materials which had been previously e-mailed to the Board. This packet is for discussion with no approval vote sought tonight. Mark reviewed the packet which included statements of projected revenue and then expense broken out by major category. Highlights include:

- increase of revenue: two more students projected (a conservative FTE estimate)
- Revenue: the \$80k listed for Grants is most at risk; the estimate is based on the presumption that the school will at least raise twice the salary of the fundraiser; the tuition forecast is \$220 lower year-over-year based on current information which is in flux due to "cloudy" budget status on state and town; higher interest income expected due to more aggressive investments and higher rates of return.
- Personnel: Mark has asked for list of stipends with amounts and types from Kevin and Kara for clarity; estimates increase of \$13K year over year; the document shows separated items (substitutes, stipends, dev consultant) which are all included as part of payroll expense; document reflects %3-%4 increase on average for faculty and staff according to salary grid matrix (approved in 2005); \$120K additional year over year is accounted for with a new position (Assistant HOS) plus full year of development person plus other related expenses; Insurance

numbers are best estimate; discussions with provider are ongoing; looking like 8-9% increase; documented numbers reflect about a 10% increase;

Lori questions whether monies associated with the sick day policy have been included; no, not budgeted; Mark suggests these will need to be approved separately by the Board.

- Facility: the security plan undertaken in current fiscal year was intended as multi-phased plan which would suggest a similar amount year over year
- Curriculum: robust discussions had at FinComm meeting; recommending (see motion) increase on forecast from FY07 (\$60k); the idea is to invest this year for materials to be used next year; this implies a caution that the operational run rate is \$50K higher than the FY08 budget so the Board/FinComm needs to remember next year that we front-loaded expense in FY07.

Mark notes discussion about an interest in a math re-invigoration program intended to be desired later next year; he expects any purchase of "program" will be discussed spring, 2008 and could be an increase of \$70-80k. A potential offset could be seen on the revenue side either due to increased enrollment or reimbursement amounts; regardless, these numbers are not currently reflected but could be added by the Finance Committee in the final budget.

Rich wonders whether an investment in technology integration is covered; Kevin replies that it is not in budget; Ben is more heavily assigned toward technology. Kevin expects the AHOS will have technology elements in characteristics.

In response to a question it was noted that the Testing expense was reduced because materials already purchased are being held and used in future.

- Other: Academic Consultant dollars (\$25k) has not been allocated to anything particularly; a doubling of professional development dollars is reflected; fall intramural sports added (increase \$1700); softball, soccer, golf, basketball; Board expenses reduced as they had not been used historically; Human Resource assistance is now budgeted within Outside Professional Services.

Mark points to "other priorities", not included in budget: math program; summer professional development program; testing analyst (\$10K)

MOTION: By Mark/Laureen to approve the recommendation of the Finance Committee to allocate \$60,000 for science, vocabulary, writing, text books, and other support materials to have available for summer curriculum planning and got use in FY08.

RESULT: Pass

John thanks the Finance Committee for their work.

Recognition of the Month (8:25)

John introduces Kevin who provides some notes about Destination Imagination (DI). BFCCPS had three teams competing, one of which went to the state competition in Worcester. That team was present and includes Charles and Colin Berg, Aaron, Alexa, and Cobi Frongillo, and Caroline Read. The team was managed by John Berg and Sandy Frongillo. The students provided details of what their competition entailed and a description of their solution to some of the problems. Cobi thanks the team managers for helping them. John Berg thanks Michele for getting DI going a few years ago and Anna for maintaining the program so well. Anna thanks the PCO for their continued support noting that many schools are finding it difficult to support DI financially in difficult budget climates.

John Berg notes that a video of the students Direct Flight performance is available on the Internet. An effort will be made to tie the video to the BFCCPS website.

Action Register (8:35)

Laureen notes that no new items were added last month and the Board is "catching up"; for her part, she drafted and distributed a "Board calendar" outlining a time line for when items should be considered.

Media Notification Policy (8:37)

Michele is moving toward a final version of the policy; she notes that Lori had pointed out that teachers not being specifically included by language in the document. Colleen observes that we can ENCOURAGE parents to comply with the policy (but they are free to speak as they will); on the other hand, the policy can have stronger direction of employees to not speak on behalf of the school. She notes an emphasize that the policy is not limiting free speech of parents.

Anna suggests that "policy of" (school) is too ambiguous. She also wonders what is the procedure/policy for reverse; how does someone in school contact media (e.g. DI)? The document should provide guidance.

Michele will re-draft for later vote. She will also present Public Relations committee membership (currently includes Michele, Cathy, Jennifer, Alan Earls, Rob Gilberti, Deb Schwab) in May.

Open Comment (8:46)

Parent Debbi Inglesi (5th grade son, 1st grade daughter) offers observations related to recent discovery of head lice within family and school. In general, she feels the information sent home by the school leads to giving parents a false sense of security which needs to be overcome. In particular, she would hope the school would consider:

- (1) publishing a note about how lice is potentially transferred
- (2) additional follow up checks on more students

Debbi found that lice is much larger problem than she had ever known; lice can be shared from coats; she thought that all students were checked, but checks were just in classroom of student and classroom of siblings; life cycle of lice is two weeks; she was told that pesticide shampoo has risks and is only 50-70% effective; other treatment is recommended.

HOS report (8:53)

Kevin exclaims: BFCCPS is an extraordinary school! Can't say it enough! It stands apart! You have a lucky HOS! The school is spectacular. Not perfect. People really care about children. Positive energy!

- Teacher Appreciation plans are significant
- Several trips at different grades are very exciting -- Quebec, Washington DC, etc.
- Eighth grade went to Milton High School and performed French skits with HS classes (BFCCPS was only non-HS school); BFCCPS presentation was fantastic! Congratulations and thanks to Madame Malouf. She was spectacular and chosen to emcee program
- Mrs. Lee is delightful with Chinese Mandarin on Fridays
- Mural by Student Trish Vosburgh in basement cafeteria as service project is fantastic!
- Destination Imagination is active learning and the teams did well
- Science Fair successful; thanks to Rich Pearl, Chuck Mayo, Roger Fairbanks (judges)
- Geography Fair planned by Mr. Callahan and Ms. Fairbanks
- Mr. Buckley and Mr. Duque leading weekend Rube Goldberg competition
- Technology Plan accepted by DOE
- MCAS schedule rearranged as much as possible to allow for math coverage
- Twelve-year report from DOE (based on 1/30/2007 visit): Kevin notes that the report validates that BFCCPS is a top-notch school; do we do what we say we do? Yes! Lots of examples are documented; there are things to learn from the report, of course. Kevin highlights a report note about student safety is strong: "students felt emotionally safe", a very strong statement. In short, affirmation with work to be done.

Cathy asks whether there will be a spring placement lottery this year. Yes, awaiting community decisions.

Mark suggests a public statement be made and distributed about the continued BFCCPS commit-

ment to fine arts, sports, etc.

Kevin distributes a packet of information:

- Franklin school calendar: covers two years; the calendar is a topic for an upcoming staff meeting and Kevin will have a presentation about calendar in future.
- Assistant HOS position: thirty-four applicants received as a result of advertising in Boston Globe, MA Charter School website, and BFCCPS website; committee will whittle down applicants; plan to present candidate to Board in June.
- Organizational Plan: a one-page organizational depiction is presented and will be discussed at upcoming staff meeting. Kevin notes much more involvement in decision-making by teachers; HOS (and he suggests the Board) will allow decisions to be made without holding on to power. He is looking for decision next meeting about organization; Mark and Laureen are each looking for job descriptions across for all roles.

Dress Code (9:24)

Kevin expresses the need to agree on something but acknowledges that not all will be satisfied; it is clear that we do not have a dress code being enforced now; the school has addressed the most offensive. Kevin is striving for a "known and knowable policy" that is in place by June meeting of purchases by families are implied. As presented, the document does not include school uniforms, although some have called for it. Kevin states that the policy is in the purview of community, legitimately in hands of Board; if proposal is overridden, Kevin will not be offended.

In limited discussion, Colleen observes that "not jeans" but "sweatpants okay" seems like a false dichotomy. Cathy adds a desire to clarify "no denim" means "no denim skirts" too. Mark observes that we must consider how policy will be enforced with a desire for unambiguous enforcement. Anna suggests having Dress Code on 4/24 Governance Committee agenda. Jack wonders how much of the population would be effected by the change in policy? 30% of students is the estimate. Chuck wants to move on to school issues. Letha suggests publication to community and there appears to be agreement that the proposed policy will be in pink sheet. More discussion will be had in next meeting.

Kevin publicly thanks Deb Schwab for her handling of potential students considering entering in upper grades.

John hopes all understand that Board hires HOS who then hires an Assistant HOS; Kevin will chair interview process; Board members are invited to meetings

Cathy: observes that Kevin's presence at so many school events is very much appreciated.

Review and Discussion of Employee Handbook (9:43)

Lori distributes versions and indicates that she does not expect too much discussion as the documents have been reviewed/discussed many times over the past year and a half at HR Committee meetings, faculty meetings, meetings with Joe Perna (Board Faculty Rep), the business manager, the Head of School, and various individual employee meetings. She expresses the need to approve these documents as the current version is several years old and outdated. The faculty is looking for a current version; the goal is to have this in place by summer. The handbook is a fluid document and needs to be updated annually. She has begun collecting information for changes that will need to be made in next year's update. Preparation is requested for an expected vote next meeting.

Presentation and Vote on the Mission Committee Statement (9:49)

John calls attention to 3/22 meeting with Founders. Chuck presents Description of the Mission Committee. Mark addresses a concern related to BFCCPS having a mandate to publish information to the public schools and the charter school community beyond BFCCPS. Jennifer and Rich believe that the document includes details that related too much to day-to-day issues better positioned for Pillar Councils.

MOTION: By Laureen/Mark to suspend past 10pm

RESULT: Pass

Mark thinks the document does add clarity on Board's role. Anna generally agrees, but some paragraphs (1st on 2nd page) are too specific

MOTION: Chuck/Lori accept with amendments

RESULT: Pass 6-3-1 (Cathy, Jennifer, Rich; Anna abstains)

Rich notes his perception of injustice in the documentation review for this document. He feels that the discussion this night was limited and there was no other meeting opportunity to engage in a full discussion of the specific language of the document as has been done with other documents.

Committee Reports (10:27)

Facilities: John shows diagram of property and explains a bit of the recent history: After contacting broker for sliver of land held by California Teachers Retirement, interactions "go quiet" in September of 2006. John asked Franklin Town Administrator Jeff Nutting to contact Broker Tom Kirby; nothing happened. Nutting called again, reached Kirby; Kirby says need they can't gift the land away, have to get something for land; John reaches Kirby: they can't gift land to school, don't want to be punitive with cost, suggests \$5-\$10K but expects \$50K, a land swap is not possible, Paula Wobby is new assistant who will follow up. John sent package of materials to Paula, followed up with call. Paula sent materials to appraiser; report back says "we can't sell it nor could we tell you why"; report is being analyzed. That's where we are.

BFCCPS Foundation has had sand study done on property.

Faculty: Not present.

Governance: Meeting on 4/24

Human Resources: Lori asks that trustees look for upcoming e-mail for Board input for HOS evaluation

Mission: See above.

Nominating: 7 willing nominees so far; John had known about Jack's departure; Jack may know of community member who may be interested. Empty seats will include those vacated by Colleen, Laureen, Mark, Jack, and Jennifer. John questions procedure when we don't have 10 candidates (2 for each open spots); Anna points out that it is a recommendation to have 2 per spot. John hands out order of role call. Colleen observes Nominating Committee meeting must be open. John concerned about financial non-disclosure forms being filled out in June; need approval before allowed to vote. John looks for input about officer positions

Public Relations: See above.

Technology: Meeting on 5/4

Adjournment (11:03)

Next meetings: 5/10/2007 (regular Board meeting)