

**BENJAMIN FRANKLIN CLASSICAL CHARTER PUBLIC SCHOOL**  
**Governance Committee Meeting**  
**March 28, 2007**

Attendees: Colleen Brown, Lori Clements, Anna dos Santos, Rich Frongillo

Meeting began at 6:15pm, in the Library.

The document on Succession Planning distributed by John Neas was reviewed. One observation was that the plan would be difficult to implement. Since trustees do not hold office during the first year of their Board term, each term is only 3 years, and there is no guarantee that a trustee will serve a second term, the opportunities for office holding will be severely limited by the succession plan as currently written. The group agreed that we needed to better understand what the purpose and intent of the succession plan was before further discussion was held.

Next the changes to the nomination and election process for Board members were discussed:

**1. Increase the proportion of parents on the Nominating Committee.**

Tentatively agreed on 4 parents (2 from K-5 and 2 from 6-8?), 2 faculty/staff and 2 Board members.

**2. Redesign the evaluation process to be more open – moderated discussion forums? Open meetings? Make written materials available for review?**

Ideas proposed:

- Hold a “Meet the Candidates” night in May
- Candidates can give a short presentation about themselves (optional)
- Nominating Committee asks the candidates their thoughts on particular topics; could be done as a moderated panel discussion.
- Candidates who could not attend could submit written answers to the questions posed.

**3. Create a description of the role of Board members and make it available to all candidates.**

John said he was planning to do this. We can also use the description prepared by the Sturgis School.

**4. Explain why we are not recommending direct elections.**

Some reasons are:

- it would be a very burdensome process
- it would not necessarily solve the lack of openness issue

- may actually reduce the level of interest in being a trustee
- there are other ways to make the process more open and interactive.

Anna will draft an explanation.

**5. Establish and distribute guidelines and a description of the process that should be used for ranking and selecting candidates.**

- Board members will be asked to identify qualities and criteria for new trustees
- For each criteria, a 1-4 ranking can be done for each candidate by the Nominating Committee
- Each candidate will have a total ranking

Lori will collect the ideas for qualities and criteria.

**6. Discuss the option of having the Nominating Committee select the final candidates and determine what criteria the Board would need to use to override any of the Nominating Committee's recommendations.**

Colleen will draft the criteria.

**7. Identify any changes to BFCCPS By-Laws and Policies that would be needed to support new processes.**

Anna and Colleen will do once the new nomination and election process is documented.

Next Governance Committee meeting will be held on Tuesday, April 24, 2007, at 7:30pm.

Meeting adjourned at 7:10pm.