

Benjamin Franklin Classical Charter Public School
Board of Trustees Meeting
APPROVED Minutes
Thursday, April 10, 2008 7:30pm
BFCCPS Library

Attendance: Trustees President John Neas, Vice President Lori Clements, Treasurer Anna dos Santos, Clerk Richard Frongillo, Jennifer Moccia, Cathy Tomaso, Poh-Lin Yeoh; HOS Dr. Kevin O'Malley, Asst. HOS Heather Zolnowski

Absent: Faculty Representative Kevin Buckley, Chuck Mayo, Cheryl O'Donnell, Michele Pearl, Tim Tracy, Thom Viveiros

Call to order, Comments by the Chair (7:32)

John states that Chuck is at work, Michele is home with a sick child, Tim is traveling, and Kevin B. was not feeling well.

John points out that the new BFCCPS sign is posted in front of the school; the large bush will be removed to increase visibility; John, Kevin, and Heather attended a recent chamber of commerce event and others are encouraged to join in future events; John distributed a CNN article noting Franklin as a good place to be; John highlights the meeting with the Franklin School Board scheduled for 4/15 at 7pm.

Recognition of the Month (7:38)

Kevin introduces Music Teacher Matt Boday who read a statement about recent auditions held for the Central District Chorus, Band, and Orchestra. He noted that 70 schools and over 1500 students participated and only 475 slots were available. Musicians were evaluated in accuracy, intonation, technique and good musicianship. Of the nine(!) BFCCPS students selected, five were present at the meeting. Those selected include: Chorus: David Meredith, Joshua McNeil, Liz Landry, Jared Ginnetty and Avni Kacker; Band: Sam Zatkowski (2nd in district at tuba), Meghan Pradko (3rd chair on saxophone); Orchestra: Sally (1st chair concertmaster on violin) and Sasha(3rd chair) Gorski.

Fine Arts Director Ben Benjamin was present at the meeting via cell phone from Milwaukee, WI (attending a conference). He offered thanks to students, parents, and school for their continued support of the music program. John notes that \$1500 of the monies received through the annual appeal were earmarked for purchase of musical instruments.

Open Comment (7:45)

Cathy recognized the efforts of Ed Callahan for getting Minuteman network library access to allow use of online library resources.

Clerk's Report (7:46)

MOTION: By Rich/Jennifer to approve minutes of 2/14 Board of Trustees meeting.

RESULT: Pass (unanimous)

MOTION: By Rich/Anna to approve minutes of 3/6 Board of Trustees meeting.

RESULT: Pass (unanimous)

MOTION: By Rich/Anna to approve minutes of 3/13 Board of Trustees meeting.

RESULT: Pass (unanimous)

Treasurer's Report (7:48)

Anna announces that the reimbursement rate quoted by the Department of Education (DOE) is more than the budgeted amount which will result in \$66K additional revenue. She distributed notes from the FinComm meeting but will adjust them as the surplus was not noted.

Jennifer raised a concern expressed to her about the ticket price for the recent school production

(drama line item in budget shows surplus). She wonders whether the cost of the production might be subsidized in future to make the production more accessible to families. John asks whether Annual Appeal income will be added at the end of the year. Yes. John points to the recently signed Line of Credit of \$250K and wonders whether that was the recommended amount. Yes.

The Board entertained a presentation from two accounting firms vying for the role of auditor for the school: Michael O'Neill and Kristoffer Lane of Daniel Dennis & Company LLC and John Buckley from Alexander, Aronson, Finning & Company, PC. Each firm had presented information to the Trustees in advance and each presentation lasted approximately 15 minutes. After the presentations there was discussion about the merits of each firm. Each were strong options.

MOTION: By Anna/Rich to award the three-year auditing contract to the firm of Alexander, Aronson, Finning & Company, PC

RESULT: Pass (unanimous)

Discussion and Vote to Approve the Investment Policy Statement (8:48)

Anna presented the investment policy statement which included the current account number on the first page of the document. Jennifer suggested that the number be obscured except for the last four digits. Consensus was quickly reached on that point.

MOTION: By Anna/Lori to approve the investment policy statement as amended to obscure the account number.

RESULT: Pass (unanimous)

MOTION: By Anna/Lori to approve modifications to Policy #25 to make reference to the investment policy statement

RESULT: Pass (unanimous)

Head of School Report (8:56)

Kevin observes that this is a busy time of year: Recent meeting held for parents with children in upper grades went very well. Production of Aladdin was amazing, particularly for a school of our size (ticket price issue will be discussed in future). Assembly of French program (all 8th graders attended) at Milton High School was superb, a tribute to M. Malouf and her students; BFCCPS students are playing in honors French in high school. The Family Social was very well attended and successful in the Franklin High School cafeteria. Overnight field trips are beginning with trips to Quebec, DC/Gettysburg, Nature's Classroom, Alton Jones). The DC trip will have a bonus tour of the East Wing of the White House!

- Employment Agreements being distributed

With thanks to the Trustees for its approval of salary increases, agreements are being distributed beginning on 4/10 for next year's assignments.

- MCAS testing held

Kevin was pleased with the school's atmosphere during test time. Students took the testing seriously. English is done, math upcoming.

- Character Education

Chuck had asked Kevin what has changed in the character education program year over year. Kevin reports that we now have a framework on which to build on. K-4 has teacher-led conversations ("responsive teaching") and 5-8 has advising discussions of appropriate topics (private school model). A faculty Research Action Team (RAT) has been active (lead by Ms. Trotin and Ms. Salley). The group is looking at updating the teacher resource book to make it more relevant for today's teachers. Deb Kris is updating the parent book and will be holding a parent meeting in May. Kevin highlights Cradles to Crayons and staff-involved Walk for Hunger as two positive examples of ongoing programs.

- Summer Course Work

Thanks to Heather's efforts there is a draft of classwork to be offered in the summer. Kevin

suggests that any Board members interested in participating should step forward. Anna raises the question about Trustee involvement being a possible conflict; Kevin responds that the school is not paying, parents are paying and that there is no conflict issue.

- **Staff Changes**

The search for a new guidance counselor continues with over 50 candidates applying. Kevin thanks Lori and Cathy for their help in shortening the list. Fabulous candidates from which to choose! Sadly, Mr. Lee is planning to change careers and move to the Northwest. A replacement is being sought.

Kevin also notes that some of the RATs are coming near the end of their term and are reporting (e.g. recess, discipline). The school is considering an advance communication tool beyond Reverse 911 (through the police system) which would facilitate other types of communication. Kevin observes that the relationship between BFCCPS and the other Franklin school districts continues to improve; FHS sent a number of 9th graders to talk to BFCCPS 8th graders.

Cathy asked about whether an “open circle” model was considered as it is used in other Franklin schools. Kevin feels that its agenda is different. Jennifer asks whether BFCCPS participated in an adolescent survey. No.

John and Kevin agree that the school needs to keep focused on understanding issues which make families want to leave or stay at BFCCPS in grades 5-7. John observes that the 5/6 math presentation conflicts with the 5th grade Alton Jones trip. This will be addressed. John will be inviting Cindy Sarapas to a future meeting to discuss options for a hot lunch program at BFCCPS. John will be adding “review of dress code” to a future agenda. Kevin will be asking for parents’ input

MOTION: by Rich/Anna to approve 2008-09 school calendar as presented, noting that 11/10 wording will be changed to clarify intent of holding parent/teacher conferences.

RESULT: Pass (unanimous)

Action register (9:41)

Lori distributes a draft and is looking for comments about the Board task calendar. Other items on the register were noted and an updated version distributed.

Committee Reports (9:42)

John notes progress on the Annual Appeal: \$19.2K to date (80% for academics; 20% for new school)

Elections: nothing to report

Enrollment: will report next month

Facilities: John had distributed e-mail exchanges with Foundation’s Matt Ginnetty to Trustees. He notes that it was good to hear that there was an acknowledgement of the Foundation’s offer to purchase the strip of land. All are awaiting a call back about offer. John is beginning to assemble a team of lease negotiators with the Church. He wants HOS, someone from FinComm, Matt Ginnetty (once he is off St. Mary’s Parish Council). Others?

Faculty Representative: No report. Kevin B. has stated he will not return as Faculty Rep.

Governance: Next meeting is 4/17.

Human Resources: Lori states that staff surveys of the HOS are being compiled and will meet with HOS when done. John asks whether the Board will be surveyed. Yes.

Mission: Meeting was held.

Nominating: Flyer distributed in 4/9 pink sheet with nomination “contest”. Candidates will be invited to May meeting; Tim and Lori will be deciding on format of presentations. John notes that DOE has approved bylaw changes related to elections. He encourages Trustees to begin consideration of officer positions for next year.

MOTION: By Lori/Anna to suspend rules to allow meeting to proceed past 10pm.

RESULT: Pass (unanimous)

Public Relations: Jennifer notes that the April meeting will be cancelled (not rescheduled) due to a conflicting meeting with the Franklin School Board on 4/15. Communication policy document should be completed by May.

Strategic Plan: Meeting was held on March 31. Anna distributed copies of the document with updates and asks for further review (with particular interest in “who” column). Trustees are asked to send Anna feedback. She will seek parent involvement in June. John is looking to construct a timeline of notable BFCCPS events since its inception and is collecting testimonials from non-BFCCPS individuals.

Adjournment (10:08)

MOTION: By Lori/Poh-Lin. to adjourn.

RESULT: Pass (unanimous)