

**Minutes of the 9/6/2007 Meeting of the Board of Trustees
of the
Benjamin Franklin Classical Charter Public School**

In attendance: Dr. Poh-Lin Yeoh, Ms. Jennifer Moccia, Mr. John Neas, Ms. Anna dos Santos, Ms. Lori Clements, Mr. Tim Tracy, Dr. Charles Mayo, Mr. Kevin Buckley, Ms. Cathy Tomaso, Mr. Richard Frongillo, Ms. Michele Pearl, Ms. Maria Weiss

Dr. Kevin O'Malley, Ms. Heather Zolnowski

Absent: Ms. Cheryl O'Donnell

Meeting called to order at 7:00 p.m.

Remarks from the Chair

The Board extends condolences to Ms. Coyne, of the St. Mary's CCD program, whose son has passed away.

Thanks to Ben Benjamin for setting up, and running the power point presentations used at tonight's meeting.

Recognition of the Month by Head of School

Acknowledged new teachers

Jennifer Hollis - Grade 5 Humanities

Angel Lee - Grades 7/8 Math

Ann Ahnert - Special Education

Maurice Louis - Grades 4-8 Latin and Grades 3-5 French

We will be able to extend Latin into the 3rd and 4th grades. The school has had some great staff, they have gone above and beyond to help new staff transition into the role.

A mentoring program is being introduced into the school to help transition new teachers. The program is being run by Elizabeth Henderson. She has been state trained as a mentor. She will give a presentation on the program at this meeting.

This summer the Head of School directed a group of staff to investigate models for empowering faculty to have more substantial leadership roles. They have formed a program that will replace the Dean's system of last year. It is hoped that this effort will help to define what is different and positive about the school. Introduced leaders of the Teacher Input and School Support Team (TISST): Joe Perna and Beth Sharistanian. They will give a presentation of the program at this meeting.

Presentation by J. Perna and B. Sharistanian on TISST program

Presentation by E. Henderson on Mentoring Program.

Program helps new teachers learn the ins and outs of our system. We want to make information readily available to them so that they can focus on teaching. There are currently 5 mentors in the program which is envisioned to help new teachers through a 2 year transition period.

Clerk's Report

Initial copies of minutes from 8/9 meeting were sent out on 8/12. After receipt of comments revised minutes were sent out on 8/30. Minutes reflected more detail than they have previously in attempt to provide better understanding of ideas discussed in dialogs leading to decisions. General dissatisfaction with new format was expressed by several board members with desire for less detail expressed. There was debate about accuracy of details of a few points in the minutes.

Minutes were not voted upon for acceptance. Requests for additional changes to minutes of 8/9 meeting to be sent to both J. Neas and C. Mayo.

Treasurer's Report

Update on finance committee meetings presented. Request for retainer for law firm representing school was discussed. The Finance Committee recommended that the existing line item for "Professional Services" be used to fund the retainer for a law firm. If line item were used for retainer and if additional monies were needed for particular requested services, e.g. for HR, this would require a revision of the budget.

Group insurance program, approved by the state and discussed at previous board meeting, was investigated further. Will need to investigate further these programs in conjunction with HR before making recommendation to board to vote on the program. Motion made to not join this program for this year. Motion was seconded and approved unanimously.

Report on audit documents presented. Motion to accept audit documents was seconded and approved unanimously.

Open Comment Period

Letha volunteered to send a reminder note about Massachusetts Charter School Association's Legislative Day on Beacon Hill.

Head of School Report

Excellent beginning to the new school year. Pleased that faculty handbook and parent handbooks were ready on 1st day. This took tremendous effort on the part of staff and particularly L. Clements.

Discussed new initiatives for this year

- Character Education: One of the major goals for new school year is effort to revitalize character education and make its role in the classroom more meaningful. HOS is taking this project on personally.

- Teacher Leadership Program: Looks to this program to become one of the distinguishing characteristics of BFCCPS.
- Math Initiative: Hired Dr. Looney to assist in efforts to improve math curriculum. Investigating national K-8 programs that would be suitable to adopt here.

Comments from Chair

Next year, following this year's math initiative, we will be talking about a new English program.

This year we will be following up with Phase II of last year's look at needed improvements for safety.

Proposed task group on enrollment will look at factors leading to attrition. Currently appears that grades most affected by attrition are 3 and 8.

Discussion of volunteers from Board of Trustees to speak at Curriculum nights.

Committee Reports

Facilities Committee-No new items to report

Faculty Rep- No new items to report

Governance Committee- No new items to report

Human Resources -Faculty Handbook was distributed.

Mission Committee - Website updated to reflect clarifying dialogs of last year. Copy of Charter School Application added to Trustee's page. Grid of Community Service efforts by grade was compiled by HOS and will be added to the web site.

Nominating Committee-No new action

Public Relations- First meeting planned for October. Request for K. Buckley to assist in getting faculty member for committee. Committee will emphasize external communication.

J. Neas requests PR to help coordinate solicitations for committee membership. Chairs requested to send solicitations for use by PR to J. Moccia.

Technology Committee - Committee will continue to function in an ad-hoc basis responding to particular needs as they arise.

Discussion of Parent E-Mail List

Several parents have requested publishing list of e-mail addresses. Discussion of possible pros and cons of such a list. Discussion and vote will be put off to a later date.

Presentations for Position of Vice President and Election

L. Clements elected to serve as Vice President.

Comments from Chair

Agenda for special board meeting on 9/26 will include discussion of board goals, charges for proposed task forces on Enrollment and Election.

10:00 pm Motion to suspend rules to allow continuation of the meeting. Motion was seconded and approved unanimously.

Motion to recognize K Ginnetty at 10/11 meeting by recognizing with plaque and contacting another Founder for acknowledgement of her efforts as both a Founder and teacher in our school. Motion was seconded and approved unanimously.

Motion made to adjourn the meeting. Motion was seconded and unanimously approved at 10:06 p.m.