

**Benjamin Franklin Classical Charter Public School (BFCCPS)**  
**Board of Trustees Meeting**  
**APPROVED Minutes**  
**Thursday, February, 10, 2011 7:00pm**  
**School Library**

**Attendance:**

President: Lori Clements, Clerk: Don Tappin, Treasurer: Jerry Cimmino, Ed Callahan, Poh-Lin Yeoh, Rich Frongillo, Head of School Dr. Kevin O'Malley, Lax Iyer, Stephan Katinas (7:07pm), Nav Chander (7:16pm), Vice President: Anna dos Santos (7:58pm)

**Absent:**

Director of School Operations and Student Activities Joe Perna, Assistant Head of School Heather Zolnowski and Tom Viveiros

**Call to Order, Comment by the Chair (7:05pm):**

Lori opens meeting. Acknowledges recent loss of the Viveiros asks for moment of silence. Acknowledges BFCCPS faculty/community and the support they have provided to the Viveiros Family. Lori asks that the minutes reflect that the January BoT meeting was cancelled due to snow and that the rescheduled meeting was also cancelled due to snow. As we were so close to the February BoT meeting the decision was made not rescheduled the January BoT meeting a third time. Enrollment evening has also been cancelled twice due to snow and is rescheduled for Thursday, February, 17<sup>th</sup>. Rich will be speaking at the enrollment evening. Lori directs board to various materials contained within the BoT packet. Thanks Ed for refreshments.

**Clerks Report (7:11pm):**

**VOTE:** Approve minutes of November 10, 2010 BoT Meeting.

**COMMENTS:** None.

**MOTION:** Don initiates and Ed seconds a motion to approve minutes of November 10, 2010 BoT Meeting.

**RESULT:** Motions approved unanimously.

**VOTE:** Approve minutes of December, 9, 2011 BoT Meeting.

**MOTION:** Stephan initiates and Jerry seconds a motion to approve minutes of November 10, 2010 BoT Meeting.

**COMMENTS:** None.

**RESULT:** Motions approved unanimously.

**HoS Report (7:14pm):**

Dr. O'Malley opens by mentioning play school is putting on "Willy Wonka and the Chocolate Factory" on February 11<sup>th</sup> and 12<sup>th</sup>. Heather and Joe were attending final rehearsal. Discusses ARBIS and

BFCCPS being a model for other schools. BFCCPS treatment of matter will be held up to outside community as an example of how policy should be handled. Joe and Heather largely responsible for drafting new bullying policy for BFCPS. A buzzer installed on front door along with camera to monitor control access through front door. In future, once lease negotiations have concluded the topic of having a wall or door to prevent people from going straight by office into educational facilities will be discussed with St. Mary's. Dr. O'Malley discusses Capstone projects as a key differentiator of our Charter School. MCAS issue because of the lost snow days, state sets dates for test to be given. BFCCPS may have the flexibility to switch the English and Math tests. He states that our kids, because they are well prepared, do not worry about the test but they do take it very seriously. BFCCPS held a Flag Ceremony on 12/22/2010 in front of school building. The flag used during the ceremony was flown by the US military in Afghanistan and donated by a BFCCPS parent, Sgt. Saldana.

There is a potential problem with calendar because of snow days, state requires a certain number of days and hours for attendance. Because of snow days school now will be going until Wednesday, June 22<sup>nd</sup>. Teaching in the BFCCPS building becomes an issue late in June because of the heat and the inadequate electrical service which prevents the use of fans and/or air conditioner units. If there are more than two or three more snow days options to recover time may be to hold classes on Saturdays, extending school days and/or interrupting February or April vacation. The thought at this point is that the furthest school will be pushed is June 25<sup>th</sup>. If there are more than two more snow days BFCCPS can consider above mentioned alternatives. Graduation and Kindergarten will be moved back five days.

Brief discussion about engaging local politicians to participate in the Capstone evenings.

#### **Open Comment Period (7:42pm):**

Vanessa Jolie present on behalf of PCO. Her comments as a parent regarding adjusting the school calendar to accommodate snow days was that she would lean towards cutting into April vacation and not having students attend on Saturdays.

#### **Treasurer's Report (7:44pm):**

Currently running surplus of approx. \$16k, no significant change in investments from last meeting, the current investments are not going to meet expectations. Budget should balance for the 2010-2011 school year.

**VOTE:** Approve RCB Wealth Management Corporate Resolution to modify officers.

**MOTION:** Rich initiates and Nav seconds a motion to approve minutes of November 10, 2010 BoT Meeting.

**COMMENTS:** None.

**RESULT:** Motions approved unanimously.

**VOTE:** Vote to authorize Lori/Jerry to sign auditors RFP and circulate to interested parties.

**MOTION:** Lax initiates and Stephan seconds a motion to authorize Lori/Jerry to sign RFP and circulate to interested parties .

**COMMENTS:** None.

**RESULT:** Motion approved unanimously.

**Action Register (7:51pm):**

Review of items on action register circulated on BoT package.

Specifically discuss media statement that Dr. O'Malley drafted. Lori requests that BoT provide feedback to HoS in two weeks on media statement for next BoT meeting.

**Class Size Discussion(8:01pm):**

Ed/Rich discuss possible options for filling open spots in 8<sup>th</sup> grade due to 7<sup>th</sup> grade students not moving on. The idea was presented of producing a brochure that points out the differences between what our 6-8 students do directly compared to other middle schools. Brochure would potentially be given to BFCCPS 4<sup>th</sup> grade students.

Jerry suggests using alumni as a resource to help retain 7<sup>th</sup>/8<sup>th</sup> grade students.

**Annual Appeal Update (8:11pm):**

YTD Annual Appeal has collected approx. \$10k from approx. 20 families. Hoping to close the annual appeal by March 31<sup>st</sup>.

Anna was approached by family, who wish to remain anonymous, that has offered a 100% match for all donations made to the BFCCPS Annual Appeal during the month of February, up to a total of \$5k.

**Executive Session (8:19pm):**

**VOTE:** For BoT to move into Executive Session for the purpose of discussing the lease.

**MOTION:** Jerry initiates and Anna seconds a motion to move BoT to Executive Session.

**COMMENTS:** None.

**RESULT:** Lax: Yes, Rich: Yes, Anna: Yes, Ed: Yes, Don: Yes, Lori: Yes, Nav: Yes,  
Jerry: Yes, Poh-Lin: Yes, Stephan: Yes

**Adjournment (8:23pm):**

**VOTE:** To adjourn meeting.

**MOTION:** Rich initiates and Ed seconds motion to adjourn meeting.

**COMMENTS:** None

**RESULT:** Motion approved unanimously.