

Benjamin Franklin Classical Charter Public School (BFCCPS)
Board of Trustees Meeting
Minutes
Thursday, October 11th, 2012 7:00pm

Attendance: President: Don Tappin, Vice President: Mary Barton-Rau, Head of School: Heather Zolnowski, Assistant Head of School: Joe Perna, Treasurer: Jerry Cimmino, Clerk: Thomas Viveiros, Kathy Urkevic, Joe Mullen, Katie Lepsevich, Santhi Marusamy

Absent: Lax Iyer

Call to Order (7:06 pm):

Don thanks everyone and thanks the trustees who made it to the curriculum night.

Recognition of the Month (7:07 pm):

Student Council representatives showed up. Matthew Velky co-advisor spoke and introduced the president, vice-president, student representative at large, and the eighth grade class representative of the Student Council. Don asks the student council representatives what motivated them to run for office.

Open Comment Period (7:14 pm):

None.

Clerk's Report (7:15 pm):

Vote to approve the minutes of the 9/13/12 board meeting:

Motion: Don made motion to approve minutes and Jerry seconded it

Comments: The board reviews the minutes and makes minor corrections

Result: Motion passes unanimously

Head of School Report (7:25 pm):

Talked about technology and used the school council election as an example. Wrapping up our flag football season. Heather distributes tables of MCAS results and talks about our school rankings. She does this by spending time with the board scanning through the rankings and describing the numbers in terms of class and grade. Heather also explains the process for getting diagnostic data from the state on the MCAS results and how the school uses this data to make changes.

Heather gives a transition update. She mentions that she and Joe Perna work closely together and also that Joe and Ben have started meeting to discuss Ben's upcoming role as assistant. She also mentions that there is an administrative team meeting that happens once a month where the transition is discussed.

Treasurer's Report (7:58 pm):

Jerry mentions the financial reports for the first two months. He highlights the format of the financial reports for the benefit of the newer board members. The only comment he want to make is that the benefits are running

higher than initially planned, but this is probably a timing issue as opposed to a significant issue with the amount budgeted. We are also doing well on the revenue side: we're running two students ahead of what we thought we would be at this time.

Action Register (8:07 pm):

Mary goes through the action register.

Annual Appeal Update (8:14 pm):

Mary goes through the annual appeal document and takes a minute to describe the strategy for the document for the sake of the new board members. The board members review this year's drafted letter and make real-time edits to the content.

Vote on Committee Chair (9:00 pm):

The Board of Trustees review the Governance, Finance, and Mission Committee Charters.

Jerry reviews the finance committee charter with the Board of Trustees

Vote to approve the finance committee charter:

Motion: Joe made motion to approve minutes and Jerry seconded it

Comments: None.

Result: Motion passes unanimously

Santhi reviews the mission committee charter with the Board of Trustees. One of the comments was to include in the charter to work with the governance committee. We will hold off on a vote until the edits are made.

Vote to approve the governance committee charter:

Motion: Don made motion to approve minutes and Joe seconded it

Comments: None.

Result: Motion passes unanimously

Vote on Committee Chair (9:21 pm):

Faculty representative talks about the positive culture RAT. Looking at forming at RAT around a multi-cultural week. The Report Card RAT is nearly finalized and the teachers are excited about it.

Adjournment (9:26 pm):

Vote to adjourn the meeting:

Motion: Joe made motion to adjourn and Tom seconded it

Comments: None

Result: Motion passes unanimously