

**Benjamin Franklin Classical Charter Public School (BFCCPS)**  
**Board of Trustees Meeting**  
**Approved Minutes**  
**Wednesday, March 13, 2013 7:00pm**

**Attendance:** President: Don Tappin, Vice President: Mary Barton-Rau, Acting Head of School: Joe Perna, Treasurer: Jerry Cimmino, Lax Iyer, Thomas Viveiros, Kathy Urkevic, Katie Lepsevich, Santhi Marusamy, Head of School: Heather Zolnowski, Joe Mullen (7:24 pm)

**Absent:** None.

**Call to Order (7:06 pm):**

Don thanks Santhi for the refreshments.

**Open Comment Period (7:07 pm):**

None.

**Recognition of the month (7:08 pm):**

A parent who created the database for this year's lottery. Next year's lottery will be totally online.

**Clerk's Report (7:11 pm):**

***Vote to approve the minutes of the 2/13/12 board meeting:***

***Motion to approve: Jerry motions and Mary seconds the motion***

***Comments: The Board reviews the minutes and makes the appropriate changes.***

***Result: Lax and Thom abstain. Motion passes unanimously.***

**Treasurer Report (7:17 pm):**

Jerry mentions that we are in a remarkable period of stability. There have been no big surprises and the tuition revenues appear to be relatively in-line with expectations.

**Head of School Report (7:20 pm):**

The most current professional development day was the last one. It gives the faculty an opportunity to meet with others they would normally not have an opportunity to otherwise. She talked about addressing the topic of bullying and the types of strategies that can be used in our school to address the particular types of bullying that we see here.

Heather mentions that there were changes made to the safety plan. Most significant change was to our lockdown procedure. Joe Perna elaborates to how we respond and distinguish between external and internal threats. The faculty and staff asks lots of questions and were involved closely with the development. Lockdown drills will now be more spontaneous as opposed to warning the staff beforehand.

Heather goes through the waitlist. This is the first year that we've only had an opening in the eighth grade. Our enrollment applications keep increasing year-over-year.

Heather passes out a proposed calendar for the 2013-2014 school year. She goes over the highlights of the calendar with the board.

***Vote to accept the 2013-2014 calendar as presented:***

***Motion: Joe made motion and Katie seconded it***

***Comments: None***

***Result: Motion passes unanimously***

**Action Register (7:58 pm):**

Mary walks through action items and confirmed completed items. Group talks about the size of the board and increasing it back to nine trustees and a faculty member. Decision was made to hold off on a vote of the number of members.

**Annual Appeal Update (8:21 pm):**

We are already at \$12,300. Last year at this time we were at \$10,665.

**Faculty Representative Report (8:25 pm):**

Kathy mentions the world cultures RAT that is looking for funding for books in the library that contain more cultural content. Staff gave very positive feedback about the safety plan.

**Committee Updates (8:29 pm):**

Governance, Mission, and Finance & Facilities Committee chairs give reports

***Vote to create a Strategic Planning Task Force within the Mission Committee:***

***Motion: Mary made motion and Santhi seconded it***

***Comments: Jerry asks if it can be split such that each of the other committees can contribute to the discussion and facilitate the creation. The board agreed.***

***Result: Motion passes unanimously***

Jerry mentions that the 2014 budget will commence next week and carry into the next six weeks. Don reports on facilities. He met with Mass Development on funding options. He elaborates on the meetings that he's had during the six to eight weeks in regards to funding. He mentions the loan-to-value ratio will determine whether we go to local banks for funding as opposed to Wall Street.

A discussion ensues about conversations that Heather had with Marc Keenan about our options to increase our enrollment numbers if we moved to a new school. We discussed the pros and cons of regionalization and how it affects our ability to maintain our current programs.

***Vote to create a development tasks force to investigate options for future growth:***

***Motion: Joe made motion and Mary seconded it***

**Comments:** *Don will chair it with Mary as a co-chair.*

**Result:** *Motion passes unanimously*

**Adjournment (10:09pm):**

**Vote to adjourn the meeting:**

**Motion:** *Jerry made motion to adjourn and Joe seconded it*

**Comments:** *None*

**Result:** *Motion passes unanimously*