

**Benjamin Franklin Classical Charter Public School (BFCCPS)**  
**Board of Trustees Meeting**  
**Minutes**  
**Saturday, July 13, 2013 8:30 am**

**Attendance:** Vice President: Mary Barton-Rau, Head of School: Heather Zolnowski, Assistant Head of School: Joe Perna, Treasurer: Jerry Cimmino, Lax Iyer, Katie Lepsevich, Kathy Urkevic, Joe Mullen, Sagar Kamarthi, John Williams, Ted Basile

**Absent:** President: Don Tappin

**Call to Order (8:50 am):**

Mary welcomes everyone and mentions that Don is unable to attend the retreat due to a funeral. Welcomes new trustees: Sagar, John and Ted. Congratulations to Lax for becoming a US citizen.

Trustee introductions and background.

**Clerk's Report (9:00):**

June minutes were not available for review. Minutes will be reviewed and approved at the September meeting.

**Miscellaneous Updates and Handouts (9:01 am):**

Mary walked the Board through the Roles and Responsibilities of the Board document.

Reviewed BOT monthly meeting dates for 2013-2014.

Reviewed Board President and HOS monthly meeting dates for 2013-2014.

Trustees completed Disclosure of Financial Interest form.

New Trustees completed and submitted DESE form.

Please confirm &/or provide updated contact information to Don.

**Head of School Report (9:25 am):**

Heather reported overall the end of school went well; however she reported that Joelle Sobin, School Counselor, resigned the last week of school.

Summer programs have begun with good participation.

Facilities work being conducted on the modulars. New carpets in, painting has begun in the front office.

MCAS ELA results have been received; awaiting full scores on Math and Science. Results are expected to be shared during the September Board meeting.

**Hiring:**

New open position for the school counselor

4th grade position

6th - 8th grade Inclusion Teacher, looking for the individual to be Wilson Certified,

Reading and Math Aides are moving into classroom aide positions,

## Special Ed K-2 Inclusion Assistants

### Audit :

Charter Amendment process, April, May, June BOT meeting minutes required next week, and June Draft Finance Copy.

### Math Program:

Looking for a coordinated K-6 Math Program to align with MA Common Core Standards. BFCCPS will be piloting two math programs beginning the fall of 2013. One program will be taught September - October, the second program will be taught November - January. After feedback from the faculty, a final decision a K-6 math program is scheduled to be made in February 2014.

### Charter Amendment:

Heather provide a summary document for review of the events/decisions since January 2013; which lead to the decision to submit a Charter Amendment by July 31, 2013.

New Massachusetts Department of Elementary & Secondary Education Charter Amendment Guidelines revised and reissued June 2013.

The Board reviewed new guidelines, draft copy of the two amendments and cover letter:

- Charter School's Region Amendment
  - Expand from a district school (Franklin) to a region of 13 towns (Bellingham, Blackstone/Millville, Franklin, Holliston, Hopedale, Medway, Mendon/Upton, Milford, Millis, Norfolk, Plainville, Walpole and Wrentham).
  - Comments:
    - Add legend to tables for ease of reference throughout the document
    - Highlight BFCCPS data in charts for ease of comparison
    - #2 Enrollment History - remove last sentence
    - #3 Distance - clearly describe filter on cities/towns within a 15 -10 mile radius
    - #4 Enrollment Data - reword to address strategic reasoning and end the last sentence of the 2nd paragraph after "targets".
    - #5 Culture: Remove the 3rd and 5th sentences.
    - Analysis Chart: order town alphabetically, provide explanation of King Philip, remove columns 5 and 9, explain column 10 in the narrative
    - "Describe how this amendment enhances..." section - reference the Vision Statement and change this response to highlight the successes by separating the response by the 4 pillars.
- Maximum Enrollment Amendment
  - Increase the maximum enrollment from 450 students to 900 students.
  - Comments:
    - 10 year roll out plan to expand from 450 students to 900 students
    - Add legend for tables and order towns alphabetically
    - Section H. Capacity - finalize comments agreed by the Board
    - Section J. School Finance - follow up meeting Monday, July 15, 2013
    - Staff chart:
      - add/plan Administrative/Support staff
      - add/plan English Language Learner teacher FY16'
      - add 2 Inclusion Teachers
- Cover Letter

Next step:

