

Benjamin Franklin Classical Charter Public School (BFCCPS)
Board of Trustees Meeting Minutes
Thursday, October 10, 2013 7:00 pm

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

Absent: Joe Perna, Katie Lepsevich,

Call to Order (7:15pm)

John Williams attended the DESE Leadership conference and was very excited about all the information that was provided. John has shared conference materials with the BOT.

Recognition of the Month

The new Student Council members will attend next month.

Heather recognized and praised Hannah Hinde, our new school counselor, for all her work on the High School Fair this year. Many schools and alumni in attendance and the event a success.

Clerk's Report

Motion: *Joe made motion to approve September BOT meeting minutes and Jerry seconded it*
Comments: *None*
Result: *Motion passes unanimously*

HOS Report

The enrollment software that was developed for BFCCPS by two parents has had a setback. While enrollment information has been input into the software, access to the database for changes is not possible. HOS is looking into an alternative program with Admin Plus.

Heather presented the MCAS results to the BOT through four different data spreadsheets:

1. Grade Level Comparison of MCAS Scores: 2007-2013
2. MCAS Percentage Comparison: BFCCPS vs. MA 2012-2013
3. Longitudinal Comparison of BFCCPS MCAS Scores (2008-2013)
4. BFCCPS MCAS Score Rankings (State)

Overall the results are fantastic for BFCCPS. Heather highlighted a few areas in the results.

- a. 3rd grade 92% in ELA & Math
- b. 4th grade 82% in ELA and 92% Math
- c. 8th grade at 100% for three years in a row
- d. 7th grade is low but this is a transition year and 7th grade is low across the state.

Treasurer's Report

Jerry review the August Operating budget and all finances are in good order.

Action Register

Was updated by Mary.

Annual Appeal Letters

The annual appeal letter to parents and guardians was worked on and a version was agreed upon in form. However, the final version will be made by Mary and Sagar and distributed to the BOT for final approval before it is copied and mailed to the community. Once the wording for the body of the letter is agreed upon, it will be inserted into the other annual appeal letters to faculty, staff, and alumni.

Faculty Representative

Because the first FIT meeting is next week, not much to report. The faculty is very excited about all the happenings of the BOT and looking forward to their involvement going forward. Various "Research Teams" are slated to be formed including a compensation team to look into various compensation strategies and "BFCCPS model teacher" team to look what our staff will look like as our school grows.

Committee Updates

Facilities:

Don has shared documents in the Task Force folder that the committee has received which will help in moving forward with the expansion. This past month Don, Jerry, and Heather have met with various individuals who will be helping the facilities committee move forward. Cindy Marie and Bob Baldwin are two of the people that have been instrumental in giving valuable information about this process. The facilities committee will continue to reach out and get more information; getting banks, real estate, project managers in line for action when needed. The committee will be looking for community support once they have a definite list of qualification needed.

Mission: (Lax)

Draft of Goals are in the folder and will be finalized by Lax

Motion: *Jerry made motion to approve charter with changes by Lax and Joe seconded it*

Comments: *None*

Result: *Motion passes unanimously*

Finance: (Jerry)

Finance Committee Charter and Goals reviewed

Motion: *Joe made motion to approve committee goals and Lax seconded it*

Comments: *None*

Result: *Motion passes unanimously*

Governance: (Joe)

No update.

HR Committee: (John & Mary)

Growth of HR is going from a single member to a Committee. John and Mary will be working together to develop this committee as the year progresses. This committee will be integral with the growth of the school.

BOT Goals:

Motion: *Joe made motion to approve BOT goals and
Jerry seconded it*

Comments: *None*

Result: *Motion passes unanimously*

HOS Goals:

Motion: *Lax made motion to approve HOS goals 2013 and
Joe seconded it*

Comments: *None*

Result: *Motion passes unanimously*

Adjournments (10:05)

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

Comments: *None*

Result: *Motion passes unanimously*