

Benjamin Franklin Classical Charter Public School (BFCCPS)
Board of Trustees Meeting
Minutes
Thursday, November 14, 2013 7:00 pm

Attendance: President: Don Tappin, Vice President: Mary Barton-Rau, Treasurer: Jerry Cimmino, Clerk: Katie Lepsevich, Kathy Urkevic, Joe Mullen, John Williams, Ted Basile, Sagar Kamarthi (7:24pm), Head of School: Heather Zolnowski, Assistant Head of School: Joe Perna,

Absent: Lax Iyer, John Williams

Call to Order (7:06 pm)

Don welcomed everyone. John, Ted and Sager have been approved by the state as Trustees.

Recognition of the Month (7:08 pm)

Student Council: Ed Callahan, AJ Bremser Rep at Large, Johnny Saldana VP
Exciting opportunity this year with only two returning members.

13' - 14' Focus:

- The FLASH, student newspaper, re-established for grades 5-8. Six students have committed to work on the FLASH, with the first edition out in December. A member of Student Council will oversee the FLASH.
- Looking into new chairs/sitting in the school auditorium for assemblies

Open Comment Period (7: 14 pm)

No comments

Clerk's Report (7: 15pm)

Motion: *Joe Mullen made motion to approve October 10, 2013 BOT meeting minutes and Jerry Cimmino seconded it*

Comments: *Katie abstains*

Result: *Motion passes unanimously*

Treasurer's Report (7:22 pm)

September Financial Report:

- Expenses running favorable to plan, specifically health benefits came in under budget.
- Student count 448

Action Register (7:26 pm)

After review of the Task List Mary called attention to the abundance of tasks due in June. Tending to be a busy time or year, Mary suggests changing a few of the due dates under the HOS Goals section due in June to May.

Annual Appeal Update (7:30 pm)

Letters are set to be mailed tomorrow.

- Breakdown of letters: Alumni 577, Current Students 340 and Faculty/Staff 68

Participation rates: Current student Families run at 80% participation, Alumni runs at less than 5%

Mary suggests discussing not mailing letters to Alumni for 14' - 15' Annual Appeal

HOS Report (7:44pm)

Parent Teacher Conference coming up and for the first year report cards will be issued prior to conferences.

Enrollment Night scheduled February 2014.

- Lottery scheduled for March 3, 2014.
- Vetting software options to run Enrollment lottery, specifically to log applications and randomly select applications.
- Current process is manual and labor intensive.

Sagar offered to explore an option to develop a program for the school.

New Position: Part Time Special Education support role for Grade 1 will be posted Friday, November 15, 2013.

Gas valve on the outside of the building was replaced on Monday, November 11th.

Internal Fire Code Inspection was conducted by Joe Perna and Mike Marcou and all findings were resolved.

French Week was a success with presentations by grades 5-8 for students in grades K-4, Battle of the Bistro with 8th grade and Faculty, and French Banquet with foods prepared by students in grades 5-8

Santa Foundation, winter school wide community service project, will kick off next week.

You're a Good Man Charlie is the school production this year, auditions took place last week and students have been cast and will begin rehearsing.

Upcoming Events: Concert December 10th

Strategic Plan Update (8:07 pm)

Jerry presents the first goal of the Strategic Plan: Develop a plan to manage the expansion of the school that considers growth in student enrollment, organizational enhancements, educational resources required by faculty and students and financial resources necessary to accommodate the expansion plan. Identified six objectives to meet the goal. Within each objective, there are definitive steps and owners.

Final Draft presented at December Board Meeting
2nd Goal Draft presented at December Board Meeting:

Survey Discussion (8:28 pm)

Don presents questions and comments from BOT feedback to the survey required by the Accountability Plan. BOT discussed and finalized family/faculty survey. Specifically state that all responses will be anonymous in the communication introducing the survey.

Committees Update (9:17 pm)

Finance: No additional comments from Treasurer Report

Mission: First meeting Monday, November 18th

Governance: First meeting TBD

Human Resource: No update

Facilities:

- Calls to town Superintendents identified in Expansion Amendment, positive feedback thus far.
- Call scheduled with Charter Schools Development Cooperation (CSDC)

Faculty Rep Update (9:24 pm)

Research Action Team (RAT) to address Compensation, the group is lead by Ed Callahan, has begun meeting and researching different aspects.

Opened the lunch/recess period to hold the meeting and this resulted in

Concern of faculty is the work and effort will go unaddressed. Offered to have Board attend and hear concerns of RAT.

Adjournment (9:29 pm)

Motion: *Ted Basile made motion to adjourn November 14, 2013 BOT meeting minutes and Sagar Kamarthi seconded it*

Comments: *None*

Result: *Motion passes unanimously*