

Benjamin Franklin Classical Charter Public School (BFCCPS)
Board of Trustees Meeting
Minutes
Thursday, December 12, 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, Lax Iyer, Head of School: Heather Zolnowski, Assistant Head of School: Joe Perna, Sagar Kamarthi (7:15 pm)

Absent: Ted Basile

Call to Order (7:05pm)

Don welcomed everyone.

Recognition of the Month (7:07pm)

Rachel Connelly and Angie Ghetto shared the efforts of Mrs. Ward's advising group collecting goods for the Franklin Food Pantry. The school collected 1900lbs and it took two trips to deliver the items to the food pantry.

Open Comment Period (7:11pm)

No comments

Clerk's Report (7:12 pm)

Motion: *Jerry Cimmino made motion to approve November 14, 2013 BOT meeting minutes and Joe Mullen seconded it*

Comments: *Lax Iyer and John Williams abstains*

Result: *Motion passes unanimously*

HOS Report (7:14pm)

Facility update: a few different issues with the heating unit stemming the last few weeks throughout the school. Contacted by the Franklin Police to go over the school's Active Shooter protocol. Meeting scheduled with Administration in January, and will follow up with a presentation at a staff meeting.

Santa Foundation: Winter school wide community service project was able to adopt seventeen families this year.

Lunch Program: A new program for hot lunches, with an online payment plan for families.

Parent/Teacher Conference: great feedback this year having conferences scheduled during Thanksgiving week and after report cards.

Enrollment: School continues to look into automated solutions to run the enrollment lottery. Due to expensive solutions, Luke and Deb have created an internal solution on google.docs, which now will allow the opportunity for parents to enroll online.

Rockland Trust donating \$1500 to the school for the 8th Grade Washington, D.C. trip.

Treasurer's Report (7:37 pm)

October financial report presented. Currently running 18K ahead of budget through October; specifically due to the favorable variance with health benefits this year.

Action Register (7:42 pm)

Mary walked through open tasks. HR Rep Chair need to review/revise the HOS End-of-Year Performance Review Form.

Annual Appeal Update (7:46 pm)

Letters were mailed November 15, 2013.

Committees Update (7:50 pm)

Finance: No additional comments from Treasurer Report

Mission: Met 11/25/13. Shared strategic and reviewing enrollment amendment document.

Governance: First meeting will be held in January 7, 2014. Committee charter was reviewed and approved charter.

Motion: *Joe Mullen made motion to approve committee charter and Don Tappin seconded it*

Comments: *None*

Result: *Motion passes unanimously*

Human Resource: Working on interim HOS report against yearly goals and will present results at Jan meeting.

Facilities:

- Don has had informal discussions with individuals in the community who have expressed interest and will be having an informal meeting with these individuals the second week in January. Don will post the informal meeting in the Pink Sheet.

Strategic Plan Update (8:00 pm)

DESE has contacted to school twice regarding the submitted amendments: 11/25/13 and 12/7/13.

HOS and Board President went over a few questions regarding the amendment: regional transportation, a budget breakdown of our ten year projection specifically for the first three years, clarification on wait list, a copy of the feasibility study, and BOT measure of success of the expansion.

DESE has informed BFCCPS that our amendment has been deferred for a month and now will be reviewed in January.

Only one school district commented during Open Comment from the Charter School and the comment was in regards to funding impact.

Facility Draft Version of Strategic Plan: reviewed Objective and Action Steps by BOT.

Faculty Rep Update (8:46 pm)

Teacher feedback was positive with the timing and conferences post report cards.

Research team continues to work on compensation plan, gathering information and packages from other schools similar in size.

Staff party scheduled next Tuesday, Dec. 17th.

Adjournment (9:00 pm)

Motion: *Kathy Urkevic made motion to adjourn December 12, 2013 BOT meeting minutes and Joe Mullen seconded it*

Comments: *None*

Result: *Motion passes unanimously*