

Benjamin Franklin Classical Charter Public School (BFCCPS)
Board of Trustees Meeting Minutes
Monday, March 31, 2014, 7:00 PM

Attendance: President: Don Tappin, Treasurer: Jerry Cimmino, Kathy Urkevic, Joe Mullen (7:30), Lax Iyer, Sagar Kamarthi, Ted Basile, Head of School: Heather Zolnowski, Assistant Head of School: Joe Perna,

Absent: John Williams, Katie Lepsevich

Call to Order (7:18 pm)

Don welcomed everyone to this month's additional meeting.

Open Comment Period

No comments

Clerk's Report

Motion: *Jerry approved September BOT meeting minutes and Lax Iyer seconded it*

Comments: *none*

Result: *Motion passes unanimously*

Strategic Plan Update:

Don indicated that having additional meetings going forward is necessary to carry out all the duties the BOT is going to have to address in the near future. With the charter amendment passing, the issue of proceeding with the five-year Strategic Plan is paramount. Don would like to have the strategic plan presented and approved at the June BOT meeting.

The following is an updated list of each aspect of the strategic plan's BOT members:

Growth and Expansion: John Williams & Jerry Cimmino

Recruiting/PR/Compensation: Don Tappin & Ted Basile

Facilities: Don Tappin & Joe Mullen

Academic/Curriculum: Heather Zolnowski, Joe Perna, Kathy Urkevic, Sagar Kamarthi, and Lax

Iyer

Mission: Lax Iyer & Katie Lepsevich

Going forward each section of the plan will be worked on by specific team members of the board, followed by a full BOT meeting to get the sections completed.

Expansion Discussion:

How the board is going to address the issue of managing the expansion was discussed. Various companies have been identified and some contacted to discuss how we can enlist their services. The companies identified as possible prospects include, but are not limited to the following:

- Charter School Support Services, Framingham, MA; they provide wide variety of overall support.
- Mass Development; has been contacted and can help with financing options
- Charter School Development Corporation

- Charter School Property Solutions
- Central Source

Various companies will be presenting to the BOT over the next couple of months.

Communication with school community:

- Discussion on how everything is going to be disseminated to the school community at large.
- Having another Town Hall meeting would be prudent, and a tentative date of June 3rd, 7-9 was agreed upon.
- A FAQ, timeline, and perhaps a “back-story” to let the community know what work has been and is being done to get this expansion underway. Creating a “Expansion Page” link on the website would be prudent, or a “blog” was discussed.
- Don to send out an update this week followed by a presentation from Ted.
- Ted to create a “graphic” timeline to be used as a communication tool.

BOT Size Discussion:

- Whether to expand the size of the board was discussed. The pro’s and con’s were discussed:
 - Pro’s: more member to handle the work that will face the board over the next two years. However workload could also be supported by various committee leadership.
 - Con’s: would be an influx of many new board members as we currently will have to replace Mary Barton-Rau and Katie Lepsevich, while Ted Basile and Lax Iyer are up for re-election. *Managing and getting so many new “faces” up to speed could prove time consuming with all the work that needs to be done.*
- The board is looking for finance, commercial building, communication, marketing, and public relations experiences. BOT is also looking for candidates from outside the school community with these expertise; looking to the new regional communities for candidates.
- BOT will run ads in Milford Daily News looking for candidates.

Motion: **Don Tappin made motion to keep BOT number of members the same for year 2014-2015 at 10 members and Faculty Representative; Joe Mullen seconded it**

Comments: **None**

Result: **Motion passes unanimously**

Future Meetings: Don will be send out an email to get consensus of future meeting dates for both Strategic Plan and Expansion meetings.

Adjournment (9:00 pm)

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

Comments: **None**

Result: **Motion passes unanimously**