

**Board of Trustees Meeting
Meeting Minutes
Thursday, May 7, 2015**

Attendees: *President* – Don Tappin, *Treasurer* - Jerry Cimmino, , Jason Fine, Lax Iyer, John Williams (left at 8:55 pm), Joe Mullen, Cross Barnes, Sandy Frongillo (arrived at 8:20 pm), *Head of School* – Heather Zolnowski, *Assistant Head of School* – Joe Perna

Absent: *Vice President* – Ted Basile, *Clerk* - Sagar Kamarthi

Call to Order & Comments by Chair: 7:02 pm

Reminder to send out link for Field Day (June 12) t-shirts. Red Brick School lease executed. Board Retreat scheduled for July 11. Looking into possibility of Board Training at Retreat. Attended Charter event in Marlborough on May 4 for presentation of charter renewal. Faculty lunch earlier this week at which Jeff Roy attended. State circulated emails to Board members for automation of Open Meeting Law review certification.

Open Comment Period: 7:11 pm

No comments.

Recognition of the Month: 7:12 pm

Joanne Basile, Marketing Coordinator.

Executive Session: 7:14 pm

Don explains the reasons for entering into Executive Session and indicates that will Board will reconvene in open session following Executive Session. Invited Mike Ronan from Charter School Support Services to participate in Executive Session. Roll call vote taken.

Motion to enter Executive Session: Joe Mullen

Motion seconded: Jason Fine

Motion passed unanimously.

Motion to exit Executive Session: Don Tappin

Motion seconded: Cross Barnes

Motion passed unanimously

Return to Open Session: 8:20

Motion to dissolve RFP Committee: Don Tappin

Motion seconded: Jason Fine

Motion passed unanimously

Clerk's Report: 8:22 pm

Minutes from the April 9, 2015 BOT meeting were reviewed and edited.

Motion to approve April 9 minutes: Don Tappin

Motion seconded: Jerry Cimmino

Motion passed (Abstentions, Don Tappin & Cross Barnes)

Revisited minutes from December 11, 2014 meeting and made minor edits.

Motion to approve: Don Tappin

Motion seconded: Cross Barnes

Motion passed unanimously

Treasurer's & Finance Committee Report: 8:30 pm

Jerry provided an overview of the operating results through March and noted no significant changes from prior month.

Jerry next reviewed the key assumptions in the FY2016 operating budget. Salary increases and the need to purchase new ELA textbooks will result in expenses outpacing anticipated increase in tuition reimbursement. However, the budget does reflect a small operating surplus for the year.

Motion to approve FY 2016 budget: Jerry Cimmino

Motion seconded: Cross Barnes

Motion passed (Abstention, Don Tappin)

Committee Updates: 8:45 pm

Governance Committee

Discussion of proposed changes to several school policies:

Policy 008 – Library Materials

Motion to approve policy changes: Jerry Cimmino

Motion seconded: Joe Mullen

Motion passed unanimously.

Policy 009 – Dress Code

Goal to make code easier to understand and enforce. Slightly less restrictive in terms of allowable dress.

Motion to approve policy changes: Joe Mullen

Motion seconded: Cross Barnes

Motion passed unanimously.

Policy 0023 – Grievance Procedure for Non-BFCCPS Employees

Motion to approve policy changes: Joe Mullen

Motion seconded: Jason Fine

Motion passed unanimously.

Policy 0031 – Public Disclosure of Student Information

Motion to approve policy changes: Joe Mullen

Motion seconded: Cross Barnes

Motion passed unanimously.

Policy 0034 – Student Attendance

No changes

Mission Committee

No comments.

Human Resources Committee

Will be completing faculty, community & student surveys.

Nomination Committee

Several submissions have come in from interested candidates to fill vacant Trustee positions.

Faculty Representative Update: 9:39 pm

No comments.

Head of School Report: 9:40 pm

Need new Accountability Plan (for FY2016 Annual Report). Needs to focus on school's mission as opposed to how we are academically successful or organizationally viable. Will submit draft to DESE for review and then incorporate their recommended changes in Plan for approval by Board at Annual Retreat.

One student leaving this year. Will not refill.

PARC testing will be giving 2 tests in one day.

Beth DeMartino and Andrea Wolfe leaving faculty. Positions have been posted or will be shortly.

Issue has developed with Wi-Fi access in the auditorium.

Action Register: 10:07 pm

Reviewed upcoming tasks.

Meeting Adjourns: 10:09 pm

Motion made: Joe Mullen

Motion seconded: Lax Iyer

Motion passed unanimously