

## **BFCCPS Board of Trustees Meeting Minutes**

Thursday, January 14, 2016

Attendees: President – Jason Fine, Treasurer - Jerry Cimmino, Sagar Kamarthi, Cross Barnes, Tom Pacheco, Ian MacDonald, Beth O'Toole, Anne Marie Palmer - Faculty Representative, Head of School – Heather Zolnowski, Joe Mullen, Assistant HOS - Joe Perna, Ursula McCarthy

Absent: Ted Basile, John Williams

Call to Order: 7:06 pm

Open Comment Period: None

Recognition of the Month: ELL Teacher Elizabeth Hoyt, who was unable to attend. Elizabeth is acclimating well to the school. We currently have two students who qualify for services. They will be tested in the coming week to determine if they need to continue receiving services.

Clerk's Report : Minutes from the December 2015 BOT meeting were reviewed and edited.

Motion to approve minutes: Jerry Cimmino

Motion seconded: Cross Barnes

Motion passed unanimously

Action Register:

Reviewed 2015-16 task register assignments and delivery dates.

HOS Report: Heather

Enrollment is steady at 448 students. We have received 250 applications for this year's lottery, which is on par with last year's numbers. A targeted mailing (approximately 10,000 pieces) is planned.

Overall attendance at enrollment sessions has been good, with the exception of the "in the field" session. This may be reconsidered in the future.

Upcoming pillar nights include a MARC presentation on navigating social media (2/2/16) and middle school night (2/8/16).

The student actors are ready to perform High School Musical on January 29th and 30th.

Discussion of proposed organization chart. Any changes to the organization chart requires a minor amendment to the Charter with the State.

Treasurer's Report: Jerry

There were no substantive changes to the financial forecast since December's report.

Budget is tracking at a positive variance due to a better than expected reimbursement rate from the State.

The School needs to purchase a new firewall as the old one is at the end of its useful life and is danger of failing completely.

Motion to approve purchase of new firewall not to exceed \$8,300, subject to collecting requisite number of bids: Jerry Cimmino  
Motion seconded: Joe Mullen  
Motion passed unanimously

Building Update:

We are currently in the schematic design phase of the building. Things are moving forward in a positive direction regarding financing and permitting.  
No noted issues with our current building.

Committee Updates:

HR: Handbook review underway and we are hopeful to present a final draft at the February Board meeting.

Mission: The committee has met and discussed goals, including clearly defining “classical education” and drafting the rubric.

Governance: Meeting scheduled to discuss new policies and yearly reviewed policies.

Facilities: No update.

Other Business:

Anne Marie Palmer has been voted as the Faculty Representative by the faculty.  
Motion to accept: Jerry Cimmino  
Motion seconded: Cross Barnes  
Motion passes unanimously

Motion to adjourn: 8:48 pm by Cross Barnes  
Motion seconded: Ian MacDonald  
Motion passed unanimously