

Benjamin Franklin Classical Charter Public School (BFCCPS)

Board of Trustees Meeting

Thursday, February 11, 2016 7:00 pm

Attendance: President - Jason Fine, **Vice President** –Ted Basile; **Clerk** - Sagar Kamarthi; Ian MacDonald; Tom Pacheco; Anne Marie Palmer; Joe Mullen; Beth O’Toole; John Williams, **Head of School** - Heather Zolnowski; **Asst. Head of School** - Joe Perna;

Absent: Cross Barnes; Jerry Cimmino; Ursula McCarthy;

Call to Order: (7:00 pm)

Jason welcomed everyone.

Open Comment Period (7:05 pm):

Ben Benjamin recognized students who acted in the play and acknowledged the active support provided by the parents and alumni. Student actors shared their experiences and talked about the friendships they have built across the grades.

Recognition of the Month (7:15)

None

Clerks Report (7:15 pm):

Minutes from the BOT meetings held on January 14 and January 28 (2016) were reviewed and edited. Sagar Kamarthi made a motion to accept minutes of the January 14 meeting and Joe Mullen seconded the motion. Jason Fine made a motion to accept minutes of January 28 meeting and Joe Mullen seconded the motion. Both the motions accepted unanimously.

Action Register

Board discussed plans to fill Trustee positions which will expire by the end of May 2016. By the end of the current term, Jerry Cimmino will complete his two 3-year terms as a Trustee. Both Sagar Kamarthi and John William will complete their 3-year terms; they both decided not to run for the position next year. Ian MacDonald's current 1-year term will expire in May, but he will run for re-election next year. In total there are 4 Trustee positions open, but one of them will be filled by an incumbent (Ian MacDonald) and the remaining 3 will be filled by new Trustees. Sagar Kamarthi agreed to serve as the Nomination Coordinator as the Board search for new Trustees to fill the open positions.

7:45 HOS Report

- The current strength of the school is 447 students, but the school might settle for 446 students for the rest of the year as one of the students is leaving BFCCPS for homeschooling.
- Heather commended the excellent marketing effort by Joanne Basile who created a website for enrollment and opened a Facebook account for BFCCPS alumni.
- School Firewall failed was replaced with a new unit (approved by the BOT)

- Boiler had and issued but it was repaired on emergency basis
- Mr. Callahan resigned from BFCCPS to accept a position as an Assistant Principal at another school
- School organized a meeting for parents of 5th grade students to inform what BFCCPS offers to students as they move to the upper level grades.
- The proposed new administrative structure of the school is discussed. The change of the administrative structure is driven by the need to manage the school effectively as it expands from 450 students to 900 students and as the school draws students from 13 towns.
- The school plans to file the administrative structure change with the State just one year before the new school building is going to be occupied.

Joe Mullen made a motion to adopt the new administrative structure when needed and as funds are available with the expansion of the school. Ian MacDonald seconded the motion. The motion passed unanimously.

Treasurer's Report (8:10)

Heather Zolnowski presented Treasurer's Report on behalf of Jerry Cimmino.

- Tuition figures for January 2016 are higher than expected
- Firewall purchase is the only expense for January 2016
- The school has enough cash reserves to cover the costs invested in building development.

Committee Updates (8:20)

Governance Committee is planning to discuss concussion and expulsion policies.

Mission Committee held two meetings for the year. The committee plans to define what "Classical Education" means at BFCCPS. Once the Board approves the definition, it will be presented to the community. The committee also plans to develop a rubric, an interactive graphic presentation, and a TED talk to present BFCCPS' definition of Classical Education to community.

Finance Committee did not have any updates for the month.

HR Committee plans to review the Employee Handbook in March 2016

Facilities Committee did not have any updates for the month.

Faculty Representative Update (9:00)

Anne Marie Palmer reported that she will seek feedback from teachers regarding the proposed new administrative structure.

New Building Update (9:10)

School building development activities are moving forward as planned. There are not new

updates for the month.

Meeting Adjourns (10:00)

Beth O'Toole made motion to adjourn meeting, Tom Pacheco seconds. Motion accepted unanimously.