

**Benjamin Franklin Classical Charter Public School (BFCCPS)**  
**Board of Trustees Meeting**  
**Minutes**  
**Thursday Sept. 14, 2017 7:00 PM**  
**BFCCPS Library**

**Attendance:** President: Jason Fine, Anne Marie Palmer, Ian MacDonald, Vice President: Renee Blaine, Head of School: Heather Zolnowski, Assistant Head of School: Joe Perna, Cross Barnes, Tom Pacheco, Neerav Jain, Eric Scansen with Joe Mullen arriving later at 8:45.

**Absent:** Beth O'Toole, Ted Basile

**Call to Order 7:00 pm**

**Open Comment Period**

None.

Heather introduced a few new faculty members to the Board noting that one faculty member was missing and will attend a later Board meeting for introductions.

**Approval of Minutes From 7/15/17 Meeting**

Minor edits were made to the minutes for spelling, grammar, and context.

- Motion to approve the minutes as edited
  - **Motion to approve:** **Cross Barnes**
  - **Second:** **Jason Fine**
  - **Results:** **Passes unanimously**

**Head of School Report**

- Update of new staff and start to the school year. Heather reviewed enrollments, 51 students, ran second lottery which resulted in some new enrollments.
- Mailing labels efforts have been started and enrollment for 18/19 school year will start in November.
- Student services department shows our populations are starting to change including 19.2% of our student population having disabilities (language, economic disadvantaged, learning). Discussed approach to teaching and how it may change to accommodate the varying populations. Discussion about whether we see this trend continuing and if this may change how we look at the budget. (i.e. growing economic disadvantaged students and lunch funding)
- MCAS was a new test last school year and they still have not provided MCAS data
- Facilities changed over to LED lights of which approximately \$3,500 was BFCCPS's portion.
- Drinking water by law must be tested annually for lead which the board had done last year and filters were installed in required areas. The decision was made by the Board to test the sinks even though they are not used for drinking water (one sink from each bathroom) which, when tested, 2 out of the 6 sinks tested positive for lead. Note that there are no federal standard testing guidelines for non-drinking water i.e. sink testing.
  - discussion about remediation ensued including cost of remediation or signage at the

sinks.

- signage was agreed upon and will be posted and this will be revisited at a later date.
- Curriculum night is approaching and Heather discussed availability of 1 or more of the board members to attend each of the sessions.
- DESE comes once in a Charter term (our date is Nov. 30th) and in the past they have done focus groups with parents, faculty and students. Heather will receive more details from DESE about what they're agenda will be.
- Testing has been ongoing since the start of school. These tests will be done three times a year and include math and reading. Assessments are then conducted to see where students may need more attention or intervention, if necessary. The testing adapts with the students answers and gets more challenging depending on how the child is answering.
- Enrichment classes started, and BFCCPS is still partnering with Franklin School of Performing Arts twice a year as well as yoga at a the Red Brick School.
- A community service site was created by Art Duque and Joe Perna to showcase what the school is doing in our community and beyond. (i. e. BFCCPS partnered with a school in Houston that was destroyed during Hurricane Irma).
- PCO is in full swing and their first big event of the school year is the ice cream social Friday, Sept. 15th.

### **Action Register**

The following items were completed and/or discussed:

- Financial Disclosure forms have been filed, any follow up to be completed by Jason
- 4,5,7 and 9 were completed
- 13, 21, 22, 23 was completed
- Fund raising needs to be addressed
- Drafting Board goals still pending along with Head of School goals
- Have a special Ben's Buzz to entice new members to join the board
- Draft annual appeal letter

### **Committee Updates**

#### **Finance**

Treasurer's report covered audit report and financial statements not yet approved until uncertainties addressed.

#### **Mission**

No update

#### **Facilities**

No update

#### **Human Resources**

No update

#### **Governance**

No update

**Motion to move into Executive Session; the Board will not reconvene after ES: Jason Fine**

**Second: Crossan Barnes**

**Roll Call for attending Board of Trustee Members was unanimous**