



Benjamin Franklin Classical Charter Public School (BFCCPS)

Governance Committee Meeting Monday, 1 February 2015 4:00 pm

Attendance: Co-Chair – Ursula McCarthy; Co-Chair – Joseph Mullen; Asst. Head of School – Joe Perna; Member – Eric Scansen

Absent: Head of School – Heather Zolnowski; Member – Deb Schwab

Call to Order (4:07 pm):

Ms. McCarthy welcomed everyone and provided Agenda for discussion.

Minutes Report (4:10 pm):

Ms. McCarthy reviewed the Governance Committee Meeting Minutes from the December Meeting. Mr. Mullen moved to approve the Minutes as written; Mr. Scansen seconded. Approved by unanimous vote.

Agenda Discussion (4:11 pm):

Item #1: Discuss Draft Transportation Policy (NO: TBD)

- Ms. McCarthy noted that the Finance Committee is required to assist with determining cost; may need to add a new line item
 - Ms. McCarthy to talk to Mr. Cimmino

Item #2: Discuss Draft Ethics and Conflict of Interest Law Policy (NO: TBD)

- Mr. Perna to send BFCCPS Template to Mr. Scansen for incorporation
- Discussion of the draft; no changes

Item #3: Discuss Draft Criminal Offender Record Information (CORI) & Criminal History Record Information (CHRI) Policies (NO: TBD)

- CORI required every 3 years for employees and/or volunteers
- Mr. Perna to discuss with Franklin PD contact about CORI vs. SORI
- Discussed adding BFCCPS-specific CORI procedures to current draft
- Discussed combining CORI and CHRI policies since each have duplicative information
- Mr. Perna to ask Ms. Zolnowski about training provided to evaluate CORI/CHRI and how notification is conducted for any rejection
- Mr. Scansen to add CORI/CHRI to BFCCPS template and include Privacy Act information

Item #4: Discuss Concussion Policy (NO: TBD)

- Mr. Scansen to move concussion policy into BFCCPS format
- Ms. McCarthy to check with Town of Franklin regarding available concussion policy
- Discussion about video vs. pamphlet for parents, volunteers, children, etc. required before participation



Item #5: *Review and Discuss Changes on Compensation Policy (NO: 0021)*

- Draft requires review by Finance & Human Resources Committees

Item #6: *Review and Discuss Changes on Fundraising Monies and Grant Administration Policy (NO: 0013)*

- Draft needs review by Finance Committee
 - Ms. McCarthy to talk to Mr. Cimmino

Item #7: *Next Governance Committee Meeting*

- 7 March 2016, 4:00 pm

Action Summary (4:55 pm):

- Discuss Draft Transportation Policy with Finance Committee; status of Draft Fundraising Policy (**Ms. McCarthy**)
- Discuss CORI/CHRI training & rejection procedure with Ms. Zolnowski (**Mr. Perna**)
- Draft initial Ethics, Concussion and CORI/CHRI policies in BFCCPS template for review at March meeting (**Mr. Scansen**)

Meeting Adjourns (4:58 pm):

Mr. Mullen made motion to adjourn, Mr. Scansen seconded.