



## **Benjamin Franklin Classical Charter Public School (BFCCPS)**

### **Governance Committee Meeting**

**Monday, 7 March 2015 4:00 pm**

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

**Absent:** None

#### **Call to Order (4:10 pm):**

Ms. McCarthy welcomed everyone and provided Agenda for discussion.

#### **Minutes Report (4:15 pm):**

Ms. McCarthy reviewed the Governance Committee Meeting Minutes from the February 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: 0039)***

- Discussion about when/how much to charge for Transportation
- Ms. Zolnowski provided data from surrounding towns to Governance Committee; will provide to Finance Committee
- Determined that all riders will be charged, not just Regional (starting next year)
- Determined that rates will be below current Town of Franklin rates (subject to Finance Committee review) - \$300/student, \$900 max/ family
- Discussed that a flat fee will apply regardless of use by student (i.e., no cost change for AM-only, PM-only riders)
- Discussed timeline for policy approval – Governance Committee approve by April, BOT review at April meeting, Finance Committee review and approval to coincide with final budget determination

##### ***Item #2: Discuss Draft Criminal Offender Record Information (CORI)/Criminal History Record Information (CHRI) Policy (NO: 0038)***

- Discussion about CORI, CHRI and SORI
- Determined that SORI checks will be included with all CORI checks
- Mr. Scansen to add CORI/CHRI to BFCCPS template and route for review

##### ***Item #3: Discuss Draft Ethics and Conflict of Interest Law Policy (NO: 0037)***

- Ms. Schwab to add Ethics Policy to BFCCPS Template and route for review

##### ***Item #4: Discuss Draft Concussion Policy (NO: 0035)***

- Mr. Perna presented Draft Concussion Policy in BFCCPS Template
- Discussed that Concussion Protocol will be linked within Policy document (i.e., to Nurse's website) but not included within text
- Determined that BOT will review Draft Policy at March meeting



**Item #5:** *Discuss Draft Expulsion Policy (NO: 0036)*

- Ms. Zolnowski to add Expulsion Policy to BFCCPS Template and route for review
- Determined that BOT will review Draft Policy at March meeting

**Item #6:** *Remaining Policies for Review/Discussion during this Fiscal Year*

- NO: 0000; Pillars – Defining Principals
- NO: 0022; Budget Amendments
- NO: 0024; Board Committee Formation
- NO: 0025; Fiscal Policy and Procedures Guide
- NO: 0028; Employee Grievance Policy

**Item #7:** *Next Governance Committee Meeting*

- 4 April 2016, 4:00 pm

**Action Summary (5:50 pm):**

- Provide Transportation data to Finance Committee (**Ms. Zolnowski**)
- Draft CORI/CHRI policies in BFCCPS template for review at April meeting (**Mr. Scansen**)
- Draft Ethics policy in BFCCPS template for review at April meeting (**Ms. Schwab**)
- Draft Expulsion policy in BFCCPS template for review at April meeting (**Ms. Zolnowski**)
- Begin review of Board Committee Formation Policy (**Mr. Perna & Ms. Schwab**)

**Meeting Adjourns (5:52 pm):**

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