

**Benjamin Franklin Classical Charter Public School (BFCCPS)**  
**Board of Trustees Meeting**  
**Approved Minutes**  
**Thursday November 10, 2016 7:00 PM**

**Attendance:** President: Jason Fine, Joe Mullen, Anne Marie Palmer, Renee Blaine, Vice President: Ted Basile, Clerk: Beth O'Toole, Treasurer: Tom Pacheco, Head of School: Heather Zolnowski, Assistant Head of School: Joe Perna

**Absent:** Ursula McCarthy, Cross Barnes,

**Call to Order** (7:10 pm)

**Open Comment Period**

No comments

**Recognition of the Month**

None

**Approval of Minutes From 10/13/16 Meeting**

**Motion:** Jason Fine  
**Second:** Joe Mullen  
**Result:** Approved unanimously

**Action Register**

Checked off the following action items:

- Verified submissions to the State for trustee documents

The Governance Committee charter needs to be approved at the next meeting. Discussion surrounding the Annual Fundraising Plan resulted in moving the action item regarding this plan to April.

**Annual Appeal Letter**

The letter Cross Barnes created was reviewed and changes made. The specific ask for the 2016-2017 is for money to expand the coverage of iPads in K-2 and 1:1 ratio of Chromebooks in 3-8.

**Motion to Approve:** Joe Mullen  
**Second:** Tom Pacheco  
**Result:** Approved Unanimously

Conditionally approving the letter in its current form pending minor grammatical and formatting changes by Heather.

**Motion to Approve:** Joe Mullen

**Second:** Ted Basile  
**Result:** Approved Unanimously

### **Head of School Report**

- Enrollment stands at 449 with one vacancy in 8th grade. A new lottery was opened on 11/1/16 and will run through December.
- Staffing is full. Lydia Lucas was hired as the percussion teacher on a part time basis.
- The enrollment season has opened with 91 applicants. No advertising has happened, but there is a direct mail slated for towns with high ELL, free/reduced lunch etc. populations. We will also be running a Facebook and print media campaign.
- We will need Trustee representation at the information sessions. Heather will provide dates.
- All of the water fountains now have water filters to filter any residual lead or copper. Testing done 10/31/16 shows no lead detected in any of the water fountains and traces in in the faculty room and the Health office. The amounts detected are far below allowable amounts and are safe for drinking.
- There is an issue in the modular with pests that is being addressed by the pest control company.
- SchoolBrains is set up with the new report cards. Anne Marie reports the system is working well. The parent portal will be tested over a number of months internally and then be launched to 5-8 parents sometime in January.
- French week was a success. Many of the activities were changed to comply with our allergy policy. The French market was a huge success and made more for the Quebec trip in one day than 2 mornings of French breakfast in the prior year. Parents of children with life threatening were extremely appreciative in the changes that were made this year.
- Kindergarten and 5th graders leaf raking went well.
- \$ for jeans last Friday raised \$775 for a family in need in Franklin.
- Santa Foundation will be kicking off in the next week.
- Shrek the Musical will be performed in March.
- FIT is working on compensation.
- WiFi assessment done due to an issue in the 6th grade classrooms. Recommendation to replace 3 old models.
- We received notification today that one of the physics teachers at FHS passed away this week. BFCCPS administration reached out to the HS to offer assistance of our counseling team.

### **Treasurer's Report**

No surprises - the budget is on target for the year. From a cash perspective we are in good shape to meet our debt covenants.

### **Committee Updates**

#### **Governance Committee**

We need to create and submit a substance abuse prevention and intervention policy. It has very specific inclusions. It was supposed to be submitted by 10/28/16. Heather has reached out to the DESE to let them know that it will be submitted after approval at our December Board Meeting.

#### **Mission Committee**

Heather and Joe met with the teachers to gather feedback on the definition of a classical education. The checklist approved at the September BOT meeting was not presented at that time. The committee will be reviewing the checklist against some of the curriculum maps currently used before presenting it to teachers who will be using it.

The next step of this process is how to measure our success in implementing our definition of a classical education. Heather is in touch with DESE to determine if any change is a technical fix or an amendment to our charter.

#### **Facilities Committee**

No update.

#### **HR Committee**

The committee is determining how to benchmark our compensation structure (just other Charters, FPS, regional.) Currently we compare BFCCPS faculty to the Franklin school structure and make adjustments annually if a faculty member is less than 85%. Jennifer Powell is gathering information from public schools in our region for benchmarking.

Benefits were last reviewed about 8 years ago. The committee would like to look at the State's plans (GIC) to see how they compare to what we are getting in the open market.

Pay for performance was discussed. The teachers are not in favor of a pay for performance structure. Potential alternatives are being considered. Renee would like the BOT's input on PFP. Jason feels that if the teachers do not want PFP we should not be using it. Anne Marie confirms this feeling. Ted feels a lot of what teachers bring to the table is intangible and often difficult to measure. Heather does not feel that student learning should be a measurement of teachers' success.

Jason charges the committee with coming up with all ideas.

#### **Faculty Representative Update**

Computers are working well.

#### **Executive Session**

Jason Fine motions to move to executive session

Ted Basile seconds

***To consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body. The Board will not reconvene after executive session.***

The board went into executive session at 9:22pm.

The meeting was adjourned at 9:57pm.