

Benjamin Franklin Classical Charter Public School (BFCCPS)

Board of Trustees Meeting Minutes

Thursdays, October 9, 2014, 7:00pm

Attendance: President - Don Tappin; Vice President - Ted Basile; Treasurer - Jerry Cimmino; Clerk - Sagar Karmathi; Jason Fine; Joe Mullen; Sandy Frongillo; Cross Barnes; Head of School - Heather Zolnowski; Asst. Head of School - Joe Perna

Absent: John Williams; Lax Iyer

Call to Order: 7:07pm

Recognition of the Month:

Thomas Hogan, Andrew Mitchell & Andrew Jolie (current BFCCPS 5th grade students) were recognized for taking initiative to pick up trash on BFCCPS campus during their recess without being asked. The boys also planted new grass seed on the P.E. field.

Open Comment Period:

No comments

Clerk's Report:

BOT voted to approve September 16th Minutes. Motion to approve pending minutes by Jerry Cimmino, seconded by Joe Mullen. Motion passed unanimously.

Treasurer's Report:

- Actual tuition reimbursement payment increase came in at 50% of budgeted figure
- (7% vs. 1.5%). This could result in \$48,000 budget variance if payments remain at current level, but payments are subject to fluctuation and could change at any time. Finance Committee will continue to monitor.
- Marketing coordinator position could be filled by mid-year. This is an unbudgeted expense that will initially be a part-time position.
- Motion to approve additional cost involved in hiring marketing coordinator by Jerry Cimmino, seconded by Ted Basile. Motion pass unanimously.

HOS Report:

- Enrollment is now full due to 1 open spot being filled
- Various positions open - French Substitute Teacher (grades 6-8), Lunch Coordinator, Marketing Coordinator
- MCAS results were positive

Committee and Faculty Representative Updates:

- Requests for new committee members went into Pink Sheet
- BOT will form a Facilities Committee for the school expansion project

- Governance Committee will need to review enrollment policy to reflect the new regional charter

Annual Appeal Update:

- Draft letter has been completed
- There is a desire to include specific need (Chromebooks) in the letter
- Discussion over potential rewards based on timing and amount of donations

Action Register:

- BOT is working to close open items from previous months as well as any upcoming items.
- New school survey to potentially be distributed in April/May, 2016

Development Update:

- BOT received from Charter School Support Services (CSSS) and Charter School Development Corp. (CSDC) for necessary work until the hiring of the OPM.
- CSDC proposal encompassed more work than requested and included work that would be performed by the OPM
- CSSS proposal was on requested work at a cost of \$27,000
- CSDC proposal cost was over \$250,000
- BOT requested a proposal for Bob Baldwin, but Bob declined to bid due to lack of resources to help with the project.
- BOT voted to approve CSSS proposal. Motion to approve by Don Tappin, seconded by Jason Fine. Motion passed unanimously

Adjournment: 10:14pm

Motion by Jason Fine, seconded by Ted Basile