

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

### **Board of Trustees Meeting**

**Thursday, February 12, 2015 7:30 pm**

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

**Absent:** Lax Iyer

#### **Call to Order (7:30 pm):**

Don Tappin welcomed everyone.

#### **Clerks Report:**

Minutes of January 8, 2015 BOT meeting were reviewed. Don moved to approve the minutes, and Cross Barnes seconded the motion. All attendees are in favor of the motion, except Sandy Frongillo who abstained.

#### **Treasurer's Report:**

- Treasurer, Jerry Cimmino, reported since last November (2014) there is considerable increase in the tuition revenue.
- There is significant upside on the health benefits.

#### **Annual Appeal Update:**

- This year's appeals yielded only \$15k, while the actual target is \$22k.
- Sandy mentioned that since PCO is in midst of fund raising, it is not a good idea to push for another annual appeal.
- Jerry suggested that we could send a follow up letter just giving the information about the target and reminding about the appeal.
- Don offered to draft a 2-paragraph letter different from the original appeals letter to follow up on the appeals.

#### **Action Register Item:**

- It was noted that John William took care of survey on HoS performance.
- Board members mooted the ideas of possible changes to the size of the Board.
- HoS mentioned that a family night event right after the admissions will overwhelm parents with information; she suggested moving the event to April or May.

#### **HOS Report:**

HoS, Heather Zolnowski, discussed the February 2015 HOS report. Highlights are:

- Three enrollment evenings were scheduled.
- Online application process is working well.
- Clarified that at the time of the application submission, parents should live in MA and

the region covered by the charter.

- School will fill 50 Kindergarten students, and waitlist applicants for all other grades.
- Commended the students and teachers for the excellent musical.

#### **Assistant HOS Report:**

- Assistant HoS, Joe Perna, discussed the facility issues.
- Briefed the Board about leaks, heating system failures, and roof concerns.
- Proposed that we ask fire department to check the roof for safety assessment.
- Jerry suggested proactive steps to address liability concerns.

#### **School Calendar:**

- If we continue to experience additional snow days, HoS proposed to add June 24, 25, and 26 to the 2014-2015 school calendar and if necessary cut short vacation days at the tail end of April vacation week.
- Joe made a motion to make the changes to the 2014-2015 school calendar and John seconded the motion; the motion was approved unanimously.
- HoS presented the 2015-2016 school calendar; highlights of the calendar are elimination of February vacation and ending the year on June 14.
- Joe made a motion to approve the 2015-2016 school calendar and Cross seconded the motion; the motion was approved unanimously.

#### **Structure of Board Next Year:**

- Don reported that Cross Barnes and Joe Mullen will run for reelection for the Board next year.
- Sagar Kamarthi will serve as the nomination coordinator for recruiting new board members.

#### **Head Lice Policy:**

- HoS discussed exclusion versus non-exclusion policy for students with head lice nits.
- It wasn't clear if it is Board's decision or HoS' decision to choose the policy.
- Don requested information on what other charter schools are doing in this regard.
- Governance committee on the advisement of school nurses will make recommendation to the Board.

#### **Legal Counsel:**

- Don made a motion to retain Rudolph Friedman as general counsel; Cross seconded the motion; the motion was approved unanimously.
- Don suggested that we look for a legal counsel for the entire process of school construction. He mentioned that Jocelyn has a lot of experience with charter schools and construction. They could charge \$10k retaining fee.

**Adjournment:** Don made a motion to adjourn. Cross seconded the motion; the motion was approved unanimously.