

**BENJAMIN BANNEKER CHARTER PUBLIC SCHOOL**  
**Board of Trustees Meeting Minutes**  
November 19, 2015

**Meeting called to order at 6:02p.m.**

**Attendees:** Darnell Thigpen Williams, James Becker, Sherley Bretous Carre' (Executive Director, ex-officio), Bruce Ward, Ivy Washington, Jean French, Lin Tucker, Deborah Del Dotto, Russell Eckel, and Jenepher Gooding.

**Visitors:** No visitors tonight.

**Absent:** Lenora Jennings, Dehlia Umunna, and Anita Burke-Johnson.

**Public Comment:**

There were no public comments.

*Jimmy Becker motioned to approve the minutes for October with an amendment to the minutes regarding the dual signature policy, Deborah Del Dotto seconded the motion, all approved.*

**Board Business:**

- **Financials**

The forecast is still the same. It looks like we will have a small surplus at the end of the year, which is good. Most of our funding comes from tuition revenue so the enrollment is important. Right now we have 138 Cambridge students with total enrollment at 344 and this is great because the Cambridge enrollment is a little above what we budgeted for.

- **Audit**

The audit was due into DESE on November first and there is a wording change in the audit under Massachusetts Teacher Retirement. Page 12, section 6, (retirement plan). Cindy Goncalves will send in a revision to DESE about the change to the audit.

*If hired before 4/2/2012, an employee may receive retirement benefits at any age after 20 years of service or at age 55 after 10 years of service. If hired after 4/2/2012, an employee may receive benefits at age 60 after 10 years of service.*

*Ivy Washington motioned to approve the audit with a revision on the MTRS retirement plan, Deborah Del Dotto seconded the motion, all approved.*

- **Board Matrix**

The matrix has been updated since the last meeting. At the retreat there was a discussion about Board recruitment and who would be a good candidate. The Board has recruited two new Board members and has completed one of the recruitment goals. The Board is thinking about recruiting one more person as a member. They are looking for someone from Cambridge with STEM, marketing, or real estate experience. The Board will then determine whether they should recruit another member with research skills to assist with projecting future enrollment trends.

- **Board Retreat Debrief**

One of the things that John Tarvin talked about that was a cause of concern is that single site charter schools are going to be a thing of the past. The schools that will survive will be these multi-site organizations, and that it's very difficult for a single site school with the economy to be successful, and not at great risk. Another concern is not having a second in command at the school. We are a single site operation and need to have a plan in place if the

Executive Director leaves. The Board wants to be proactive, and feels that the school needs to make a change, and add a vice-executive director, or possibly add two people in leadership roles. The Executive Director will present to the Board a succession plan.

There is a suggestion to form a partnership or alliance with some of our local universities. It would be great to have connections that could offer support and credibility.

### **Executive Director's Report:**

- **Site Visit Update**

This is the unofficial site visit report, the official report will be out in January. The report is very good. The first few pages talk about the Banneker mission, page two talks about the documents we submitted and page three talks about faithfulness to our charter, and is around the mission, and key design elements. "The school is faithful to its mission, implements the key design elements outlined in its charter, and substantially meets its accountability plan goals".

DESE let us skip some of the criteria, our school is considered in high standing because of our academic scores, so we didn't have to report on some things. They talked about Banneker curriculum and how it aligns with the state frameworks. Two things that we are waiting to hear on are the amendments, the K1 program, and Banneker as a Cambridge institution.

DESE approves our Board and how it functions with the school. The teachers reported they felt supported by the Board.

- **Assessment Presentation**

This is the first year that our students took the PARCC test instead of MCAS. There are five levels in PARCC, level one is didn't meet expectations, level two and three is what we need to be needs improvement, level four, and five is met or exceeded expectations. In ELA grades 3-6 that took the PARCC test they have a proficiency rating of 70%.

Banneker beat the state in all grade levels. In math overall proficiency is 60% and 2% warning. All our growth data is high.

- **Anniversary Celebration**

Our 20<sup>th</sup> Anniversary will be held on June 23<sup>rd</sup> at the Cambridge multi Cultural Center from 6:00pm-9:00pm. We need to create some host committees. Our biggest focus is to celebrate the school.

*Bruce Ward motioned to adjourn the meeting Jean French seconded the motion, all approved.*

Meeting adjourned at 8:05pm.