

BENJAMIN BANNEKER CHARTER PUBLIC SCHOOL
Board of Trustees Meeting Minutes
September 29, 2016

Meeting called to order at 6:09p.m.

Attendees: Sherley Bretous Carre' (Executive Director, ex-officio), James Becker, Bruce Ward, Lenora Jennings Ivy Washington, Lin Tucker, Deborah Del Dotto, Charline Alexandre-Joseph, Jenepher Gooding and Shane Buker.

Resigned: Anita Burke-Johnson has stepped down from the Board due to her busy work schedule.

Visitors: Sean Rahim, Facilities.

Absent: Darnell Thigpen Williams, and Dehlia Umunna.

Ivy Washington motioned to approve Shane Buker as a new board member, Lin Tucker seconded the motion, all approved.

Public Comment:

There were no public comments.

Bruce Ward motioned to approve the May minutes, Lin Tucker seconded the motion, all approved.

Board Business:

- **Financials/Audit**

The enrollment numbers and tuition rates are at the top of the page and important to us because all of the financials flow from those numbers. We ended up with a surplus that is a little higher from the minutes in May. The State would like to see that we have a surplus every year but we have to keep an eye on it because over the course of several years it could become too high.

We had budgeted for 140 Cambridge students and as of right now we have 145 Cambridge, which is great because we always attrite a few students. Cindy tries to estimate what the tuition rates will be for the year but it is tough and we will not get the final rates until the end of the year.

The federal grant awards were slightly higher than first anticipated. That is why the revenue numbers are a little bit higher. We have more students coming from other districts rather than Boston, which is why the tuition numbers are lower from what we budgeted.

The after school program has almost doubled from 40 students to 70 students. The school needs to hire more staff for the program. Administration has parents that want to come to the school but won't place their child unless they can get into the after school program.

The audit went very well and there were no findings, which means a lot to us because our auditors are very strict. They were pleased with management and they gave us a clean audit. The Board will approve the audit next month.

- **Board Goals 2016-2017**

Will discuss at October's meeting.

- **Expulsion Policy**

DESE has changed their guidelines so all schools must update the policies. The school has submitted the updated policy to DESE and they have approved it, and are waiting for Board approval.

James Becker Motioned to approve the Expulsion Policy, Bruce Ward seconded the motion, all approved.

- **Physical Restraint Policy**

The school has always had a room that we call R and R (reflection and recovery room) where students can go to work through their emotions, so this is nothing new to our school. Sometimes students are in a rage and it takes awhile for them to calm themselves. Sometimes a child can calm down in twenty minutes and others take longer. Now if they have been in the R & R space longer than twenty minutes it has to be documented. Originally two people were in on a physical restraint, now DESE wants a third person in on a physical restraint. The restraint has to be recorded, and reported. Trainings have to be completed by staff and that will happen in October.

Jenepher Gooding motioned to approve the Physical Restraint Policy, Lenora Jennings seconded the motion, all approved.

- **Gala Debrief**

Will discuss at October's meeting.

Executive Director's Report:

- **School Update**

The PARCC presentation will be soon. Our scores were excellent. In ELA except for one classroom, we had zero warning. In math it was 3%, and every warning that we had was a student on a IEP. In fifth grade in ELA we had 92% proficient or advanced. Third grade in math it 81% proficient and advanced. Sixth grade was in 81% proficient or advanced.

The school will be switching to MCAS Next Generation, and it will be paper based in grades 3, 5 and 6. Fourth grade will be computer based. By the year 2019 all tests will be computer based.

- **Vote In November**

Question number two is around Charter schools. Teachers and staff are putting up signs, vote yes on two.

- **Enrollment**

Currently our enrollment is 147 Cambridge students, Boston is at 85 students with a total of 352 students.

- **Building/Facilities Update (Sean Rahim)**

This year the building manager worked on preventive maintenance on plumbing and electrical. Replaced K classroom with elongated toilet fixtures. Worked on the playground, doors, and locks. Also, there was installation of a cafeteria curtain divide. Replaced classroom shades, Administration building replacement windows.

Next we will be replacing the school basement windows and then the school building windows.

The landlord will be replacing the boilers and heating pipe encasement.

Bruce Ward motioned to adjourn the meeting and go into Executive Session to discuss financials, Ivy Washington seconded the motion, all approved.

Meeting adjourned at 7:41pm.