

BENJAMIN BANNEKER CHARTER PUBLIC SCHOOL
Board of Trustees Meeting Minutes
September 17, 2015

Meeting called to order at 6:00p.m.

Attendees: Darnell Thigpen Williams, James Becker, Sherley Bretous Carre' (Executive Director, ex-officio), Ivy Washington, Jean French, Lin Tucker, Lenora Jennings, Anita Burke-Johnson and Deborah Del Dotto.

Visitors: No visitors.

Presenters: Jared Perrine, technology director and Sean Rahim, facilities.

Absent: Bruce Ward, and Dehlia Umunna.

Public Comment:

There were no public comments.

Lenora Jennings motioned to approve the June minutes, Jimmy Becker seconded the motion, all approved.

Board Business:

- **Financials**

The budget for FY16 has Cambridge students at 135 with total number of students at 345. The actual student numbers are Cambridge at 138, with total number of students at 344. Our predicted per pupil Cambridge rate is \$27, 400 per pupil, and Non Cambridge is at 15, 300 which is conservative. We still plan on having a little bit of a surplus at the end of the year.

- **Committee Meeting Minutes**

Moving forward the different committees will take notes on the topics they discuss at their meetings and then email the notes to Mary Lucey. The notes don't need to be formal.

- **Board Retreat**

Lori Likis was originally going to facilitate the Board Retreat, but then thought differently when she realized Cambridge enrollment might be discussed, and that would be a conflict of interest for her.

The Board has to prioritize the top three topics for the upcoming retreat. The Board Retreat is only for two hours, and that's not enough time to cover all the topics listed. Two topics that the Board would like to be addressed are growing the Board, and Board capacity. They don't want to discuss curriculum, charter renewal, or enrollment.

Ms. Bretous thinks that the Board should wait to have a conversation about strategic planning, and discuss it when the Leadership, and CIS team are present. Right now we do have a template of the Strategic Plan and have plans in place.

Next year more Board members will probably be leaving so it should be a priority on how to fill the Board with the right members. There should be a plan in place when recruiting members.

One area the Board is considering to support the school is fundraising. Even if you are thinking about fundraising five years down the road, you need to think about fundraising now. It is hard to ask people for money unless you have been in contact with them for the past five years, it is important to start those relationships now. You need to be reaching out to people, and build relationships for the future with local businesses, and the community.

John Tarvin will facilitate the retreat and it will be held in the chapel space of the church from 6:00-8:00pm on October, 22nd.

- **Review Board Goals**

The Board reviewed their goals and added Deborah Del Dotto to the Governance Committee.

*Deborah Del Dotto has agreed to become Vice-Chair of the Board of Trustees.

- **New Board Member**

Darnell Thigpen Williams has nominated Russell Eckel to become a Board member. Russell Eckel is the director of the Shawsheen Technical Institute.

Lin Tucker motioned to approve Russell Eckel as a new Board member, Jean French seconded the motion, all approved.

Executive Director's Report:

School Update

1. Charter Renewal

Everything has been submitted for Charter renewal. They did want us to rewrite the K1 program and we did. The two amendments are important, Banneker as a Cambridge institution and the K1 program.

2. Enrollment

The school lost 11 Cambridge students over the summer, some of them moved. Three families that moved still attend the Banneker.

3. Expulsion Policy

The school has never had an expulsion policy and has never had to expel a student from school but to be in compliance, the school needs a policy in place.

Any student who is charged with misconduct has an opportunity for a formal hearing with the Executive Director and has the right to have representation at his or her own expense.

James Becker motioned to approve the Expulsion Policy, Ivy Washington seconded the motion, all approved.

- **Building/Facilities (Rahim/Perrine)**

This summer the focus was on the Administration building. Stadium seating was built in the library. The school purchased new library furniture. The conference room has been updated with new furniture, the room has been painted, and the floors have been redone. The administration office moved to the first floor and the business office was updated. Sean and Jared have worked through the summer, weekends and nights to ensure we had a beautifully updated school in the fall.

Jean French motioned to adjourn the meeting and go into Executive Session to discuss the Executive Director's salary, Lenora Jennings seconded the motion, all approved.

Meeting adjourned at 8:05pm.