

BENJAMIN BANNEKER CHARTER PUBLIC SCHOOL
Board of Trustees Meeting Minutes
September 18, 2014

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

Attendees: James Becker, Sherley Bretous Carre' (Executive Director, ex-officio), Bruce Ward, Ivy Washington, Jean French, Lenora Jennings, Lin Tucker and Deborah Del Dotto.

Visitors: Justin Martin, director of external relations, Jared Perrine, technology director and Xindi Song, teacher assistant.

Absent: Darnell Thigpen Williams, Dehlia Umunna, Atinuke Diver, and Anita Burke-Johnson.

Public Comment:

There were no public comments.

Deborah Del Dotto motioned to approve the May minutes with a few minor changes, Lenora Jennings seconded the motion, all approved.

Board Business:

- **Financials**

The financials look better now than in June because our tuition revenue has come in.. The statement of net assets is a breakdown of what funds the school. What the school has in checking/savings, total current assets, fixed assets and liabilities. There is a new system that the state has put together that collects all charter and public school's financial information and it is posted on the DESE website. So if an outside party was interested in our school's financial forecast they could look us up on the website to see if we are a financially healthy organization. The school has all green lights on the website which means our financial measure of risk is low.

- **Audit**

Jimmy Becker and Ivy Washington spoke with the auditors. The auditors gave us a clean management letter, stating there were no problems or concerns, and no issues to address. The auditors said we were in a very healthy financial position. Once the audit is approved, the auditors will send out a bound copy of the audit to the Board members. The key financial ratios has two sheets, the first sheet has our financial information over time. The second sheet compares our finances with other schools that have some of the same characteristics as we do. It is interesting to see how we compare to other schools, they show four other schools and what grades they are serving, location, whether they lease their building or own it, square feet of facility, and average number of employees.

Ivy Washington motioned to approve the audit that was discussed here tonight, Jean French seconded the motion, all approved.

Employee Handbook

The laws are changing so we had to update some parts of the handbook. Bullying prevention, social media updates, and background/CORI/fingerprinting check needed to be updated. Volunteers that go on field trips with our students need to have a CORI check, not a background check. The CORI check is for volunteers because they have the potential for unsupervised contact with children, with full-time employees they need a CORI and fingerprinting done.

Bruce Ward motioned to approve the new and improved employee handbook, Lenora Jennings seconded the motion, all approved.

Executive Director's Report:

There is the 4th grade musical scheduled for the same date as the November 20th Board meeting, the Board has agreed to move the meeting to Thursday, November 13th.

School Update

- **MCAS Preliminary Update**

There will be a full-fledged report on MCAS data presented by the coaches in October. This is a brief overview with whole school data, comparison data, and grade level data. (MCAS ELA results from 2009-2014). In 2009 the school had 38% proficient or higher and in warning it was 14%. In 2014 the school has 70% proficient or higher and 5% in warning. Student growth showed improvement. (MCAS math results from 2009-2014), in 2009 we had 33% proficient or higher and in 2014 there is 62% proficient or higher and in 2009 there was 19% in warning and 2014 there is 8% in warning. The school is looking at the warning numbers and 97% of the students in warning are on IEP's. The reality of that is those students may never be where we would like them to be.

Fifth grade math scores were disappointing, students were high in the needs improvement category. We are trying to figure out what happened with the students and the data. Sixth grade did really well on the MCAS compared to the state, Cambridge and Boston. Again, student growth was impressive.

- **Enrollment**

Enrollment today is 347 total students with 132 Cambridge students. Enrollment is changing on a daily basis because we are still pulling students in.

- **Facilities**

Every year we try to do some changes and upgrades. The school has updated the basement and put new shelving and storage for teachers. Also, a new exercise room in the basement in the administration building and the staff is using it all the time.

- **Google Tour/Website Presentation**

Our new website is modern, clean and attractive. The staff has profiles with their grade and picture. Now you can take a tour of the school through Google. Google has started a new program, which is like street view, but it's viewed inside businesses. It is a great free way to market yourself, and get yourself out there on the search engines.

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

Meeting adjourned at 7:35pm.