

**Banneker Charter Public School Board Meeting Minutes for
March 7, 2024 6:00 p.m. – 8:00 p.m.**

Remote Meeting at

<https://us02web.zoom.us/j/87848174617?pwd=d1cwOnVXK0sxT3A5ZmdOMWVlU0NjOT09>

Meeting called to order at 6:02PM

1. Welcome and Introductions -

Present: Lin Tucker (Chair), Jenepher Gooding, Rebecca Babbitt Chafe, Sherely Bretous (*ex officio*)
Josiane Julmeus, Jill Minot- Seabrook and Carolyn Daley

Absent: Alexis Harding, and Tony Clark

Visitors:, Heather Martin Steenburgh, Peter Costanza (Business office)

Public Comment: None

2. Finance Committee:

- Enrollment review- Currently enrollment is at 344 and tuition numbers have gone up due to enrollment- Various cities rates have increased
- Grants will be drawn down soon and we will see an increase around 200K
- Next year we will accrue the building debt and renovations but that should be all of the debt
- Reviewed the current budget
- All other regular transactions normal to school cost
- Highlighted percentage change budget items greater than or less than expected and explained
 - Staff bonuses
 - Currently under budget
 - New building charges
 - Influx of numbers is normal at this time of year

3. Executive Director Report

- School Updates
 - MCAS is coming up soon! Reviewed the process and preparation
 - Spaghetti Dinner
 - Was a fantastic event and well attended - see slides
 - Staff Bonuses (need a vote)
 - Staff bonus to be given in March
 - Max \$3,500 each staff ember
 - Afterschool and bus staff get a smaller amount
 - First year teachers do not received the bonus

- **Motion** to give staff bonuses not to exceed \$206,000 made by Rebecca Babbitt Chafe , seconded by Carolyn Daley

ROLL CALL VOTE: Lin, Carolyn, Jenepher, Josiane, and Rebecca voted *to approve*; Jill Minot-Seabrook abstained. **Motion** to give staff bonuses not to exceed \$206,000 *Motion passed*.

- **Budget Process Review**
 - Current salary scale will increase at all steps 1% (each step incorporates a salary increase of - about 4%); off scale 4%
 - Technology Plan
 - This will be the first time for our Tech Director to write the 3 year plan
 - Reviewed budget process and next steps
 - Sherley and Peter will explain this more in depth next month
- **Matignon Updates** (in the Meeting slide deck):
 - Will need to support and budget for internet, landscaping, insurance, etc. for both properties after purchase
 - Salem Five is our new bank, and the Mass Development Team meetings have been going great!
 - The school has gotten compliments for its preparedness
 - BBCPS was ready to close and meet the first deadline! Church asked for a delay.
- Closing now scheduled for April
- Subdivision of the property is almost complete- just needs a stamp
- The environmental study is clean
- Waiting on approval of the elevator plans from the Historical Society
- DESE debt letter is approved
- March 15th is the last day for the current commissioner- so we are trying to get everything in!
 - Want to approve the new bylaws tonight

4. **Board Business**

- **Bylaw revision review and discussion:**
 - Lin reviewed and highlighted the document
 - Reviewed the section re: Leave of absences
 - Highlighted each section and recapped changes from previous bylaws.
 - See slide deck for additional information
- **Motion** to approve revised Board Bylaws made by Jenepher Gooding, Seconded by Jill Minot-Seabrook

ROLL CALL VOTE: all present voted *to approve* **Motion** to approve revised 2023 Board Bylaws *Motion passed*

- Lin shared a draft of a Trustee Information Packet and asked if people would be interested in mentoring new members. Board members liked the idea of a mentor.
- New BBCPS Website- please make sure to check things out-

- Reviewed the current Board Drive and various sections and where to find things
- Reviewed the list of on boarding documents and asked for feedback

5. Meeting Wrap-up

Motion to approve the January 24, 2024 minutes made by Josiane Julmeus , seconded by Lin Tucker

ROLL CALL VOTE Carolyn Daley: abstained. All others present voted *to approve the January 24, 2024 minutes. Motion passed.*

- **Motion** to adjourn the meeting made by: Rebecca Babbitt Chafe, seconded by Carolyn Daley

ROLL CALL VOTE: All present voted *to adjourn the meeting. Motion passed.*

Meeting adjourned at 7:19pm.