

Minutes for 04/25/11 Board of Trustees Meeting (Retreat)

1. Call to Order: Lori Rudd called the meeting to order at 8:02 AM. Members in Attendance: Bill Buckley, Kathleen Crawford, Stephen DiPrete, Reem Ozone, and Lori Rudd. Also in Attendance: Heidi Berkowitz, Ron Griffin, Dawn Hall, Ed Lucy, and Mark Logan.
2. Approval of Meeting Minutes
 - 2.1. December 14, 2010: The minutes were amended to note the enclosure of the written summary provided by Kris Moussette of Edwards, Angell Palmer and Dodge.
VOTE: Reem Ozone made a motion to approve the minutes as amended. Bill Buckley seconded the motion, which passed, with Kathleen Crawford and Steve DiPrete abstaining.
 - 2.2. March 8, 2011: The minutes were amended to correct the date of the next Building Committee meeting date under Item 4.2.1.
VOTE: Steve DiPrete made a motion to approve the minutes as amended. Reem Ozone seconded the motion, which passed, with Bill Buckley abstaining.
3. Awards, Honors, and Recognition: Mark Logan told the Board that a parent has indicated interest in serving on the Board of Trustees or one of its committees. Mark stated the parent has a background in finance and plans to submit a letter of her interest.
4. Board Committee Reports
 - 4.1. Board Development: Nothing to report at this time.
 - 4.2. Facilities Committee:
 - 4.2.1. School Expansion – Project Update: Bill Buckley stated there is nothing new to report at this time.
 - 4.3. Finance Committee:
 - 4.3.1. School Expansion – Project Update: Kathleen Crawford reported that the Investment subcommittee, comprised of herself, Steve DiPrete, and Todd Hassett, met twice since her last report: March 31, 2011, and April 18, 2011. Steve and Kathleen reported that the committee, after reviewing options provided by US Bank, recommends that the board authorize Todd Hassett and Kathleen to invest the school's \$2.1M Debt Service Reserve Fund (DSRF) as follows:
\$440,000 in a 1-year Treasury note at a rate of about .21%
\$750,000 in a 2-year Treasury note at a rate of about .63%
\$450,000 in a 5-year Treasury note at a rate of about 2.08%
\$450,000 in a 6-year Treasury note at a rate of about 2.44%
(The rates quoted were those provided by US Bank on April 21, 2011, and may change slightly by the time the notes are purchased.)
VOTE: Steve DiPrete made a motion to approve the recommendation. Kathleen Crawford seconded the motion, which passed unanimously.
 - 4.3.2. Financial Reports-FAA: Kathleen Crawford reviewed documents in the packet. Through March 31, 2011, the school shows new income of about \$659 thousand. Lori Rudd asked that future budget to actual reports included in the board packet

highlight percentages over and under projections, along the lines of the comments Todd Hassett provided at the March 2011 board meeting. Kathleen agreed she would make this a regular part of the report.

- 4.3.3. Kathleen Crawford said the Investment subcommittee would study investment options for the school's excess cash. They plan to bring recommendations to the board at a future meeting.

5. Leadership Report

5.1. 2010-2011 School Year Highlights, Challenges, and Goals-Summary Presentation:

Mark Logan turned the presentation over to the four members of the Administrative Team, Ron Griffin, Dawn Hall, Heidi Berkowitz, and Ed Lucy. Each member presented his/her own highlights and challenges of the year so far and goals for moving forward.

- 5.1.1. Ron Griffin stressed curriculum mapping, academic competition, and the change from focusing on MCAS to focusing on skills. He feels FRCS is about a year ahead of the Commonwealth in addressing the "common core." He also discussed the plan to move to a 6-day/6-block schedule in FY 2011-2012 and responded to several trustees' questions.

- 5.1.2. Dawn Hall talked about how the school culture and discipline model have changed. The team has been able to reduce the amount of time kids are out of the classroom, setting expectations, deterring behavior rather than just punishing it and executing consequences. Dawn reported that Karen Harris is building a team of parent volunteers, which includes more faces and different faces this year, and she will get out into the community more in the future. Leadership and service continues to expand, partnering with more than 20 service organizations, and extending from high school and middle school into the elementary grades, too.

- 5.1.3. Heidi Berkowitz highlighted the website's redesign, which is much easier for parents and interested parties to use. They use a Google application for foreign language interpretation. Other outreach successes this year included piloting automated registration for next year's transportation program, which went well. The school made its computer lab available for any families who needed support with the registration process. In the area of development, Heidi talked about the Foundation's feasibility study last fall, the capital campaign planned for next fall, and ongoing grant research efforts.

- 5.1.4. Ed Lucy reported on several items related to food service: this year's breakfast and snack programs, the increase in the numbers of kids eligible for free and reduced lunch, and food planning for next school year. With access to the cafeteria/gym constricting next year, the school will be getting creative around lunch. Ed also talked about how the school's security has improved this year; there are live feeds of the halls and buses. This has been a great support to the school's discipline team; they can review camera footage of alleged incidents before talking to involved parties. Another important focus in Operations is the upcoming replacement of Redicker with School Brains information system. Admin staff will train over the summer and teachers will be trained during orientation week.

- 5.2. 2011 DESE Site Visit-Summary Presentation: Mark Logan said the site visit was a generally positive day. FRCS' unique structure seems to continue to pose some challenges for the evaluation team. DESE followed up on last year's perceived anxiety

over the reorganization. People interviewed reported feeling more empowered. ILs are not seen as much in the high school building since the modular and physically separate from the rest of the campus. The expansion design is being modified to include satellite IL offices in the high school wing. On another note, it might be worth considering early charter renewal again. Volunteers are looked at favorably; our site visit reports have been good.

- 5.3. Student Achievement and Recognition-Discussion: Mark Logan opened the discussion by saying the school wants to do better at recognizing student achievement. Ron Griffin outlined the current honor roll requirements and the proposed changes, including making the system consistent across grades 3 through 12, adding integrated arts to the honor roll calculation, and reinforcing sport eligibility. There was spirited discussion on several aspects of the proposal. Mark said he and the team would take the board comments back for further study of a) how arts would be assessed and graded, b) possibly expanding to three levels of recognition (and how that might or might not affect student motivation and performance), and c) K-12 integration questions such as whether 3rd grade and 11th grade honor roll criteria should be the same.
- 5.4. Personnel Committee-Observation, Evaluation, and Compensation Model-Discussion: Deferred until May meeting.

Heidi Berkowitz, Ron Griffin, Dawn Hall, and Ed Lucy left the meeting at this point.

6. New Business

- 6.1. Open Meeting Law: Lori Rudd called trustees' attention to material in the packet from an Educational Forum conducted by the Attorney General's Office. She asked that trustees read through the presentation and be prepared to discuss it at the next board meeting.
- 6.2. School Leader Evaluation: Lori indicated that she is working on Mark Logan's evaluation.
- 6.3. School leader Contract: Lori and Reem reported on the proposed changes to Mark Logan's contract. Reem made a number of changes to the format, in particular inserting language that the contract complies with the laws and regulations of the Commonwealth of Massachusetts. Regarding setting up a 403 (b) plan for Mark, Steve DiPrete recommended that the school seek Trina Sanford's advice in setting it up properly.

7. Privilege of the Floor: None at this meeting.

8. Having no other business, Bill Buckley made a motion to adjourn the meeting. Steve DiPrete seconded the motion, which was passed unanimously. The meeting adjourned at 11:35 AM.