

**APPROVED MINUTES OF JUNE 19, 2006 MEETING  
ACADEMY FOR SCIENCE AND DESIGN**

The meeting came to order at 5:15PM, with Michael Fishbein, Susan Hollins, Lucille Jordan, Joseph Klewicki, and Tom Popik in attendance, being a quorum of the Board.

It was moved and seconded, to adopt Roberts Rules of Order as the guideline for meetings and proceedings.  
Unanimously approved.

It was moved and seconded, to establish the following board officers, in conformance with the charter application: Chairperson, Vice Chairperson, Secretary, and Treasurer.  
Unanimously approved.

Michael Fishbein was nominated for the position of Chairperson and was elected by all trustees present.

Joseph Klewicki was nominated for the position of Vice Chairperson and was elected by all trustees present.

Tom Popik was nominated for the position of Secretary and was elected by all trustees present.

Karen Graham, the last remaining board trustee, joined the meeting.

Lucille Jordan was nominated for the position of Treasurer pro tem and was elected by all trustees present.

It was moved and seconded, to establish a plan for board meetings every other month, with the precise dates and locates to be specified.  
Unanimously approved.

It was moved and seconded, to establish an executive committee to carry out implementation of the charter and to give this committee authority to sign documents with banks, insurance providers, the Department of Education, and government and other agencies needed to establish the academy and its operations, and to issue consulting and service contracts in conformance with grant applications and the charter.

A friendly amendment was proposed and accepted that the executive committee consist of the Chairperson and one non-officer trustee.

There was discussion about the amount of authority to be delegated to the executive committee; in particular the authority to make long-term financial commitments on behalf of the school and the amount of oversight the board should exercise. The principal

source of funding is to be the grant by the Department of Education and, furthermore, the use of this funding is restricted by law.

A friendly amendment was proposed and accepted that the composition and duties of the executive committee be reviewed at the meeting closest to November 30, 2006.

A friendly amendment was proposed and accepted that any monies committed by the executive committee not exceed 5/12 of available funding (there being 5 months in the interim before November 30, 2006).

The motion then read as follows:

To establish an executive committee consisting of the Chairperson and one non-officer trustee to carry out implementation of the charter and to give this committee authority to sign documents with banks, insurance providers, the Department of Education, and government and other agencies needed to establish the academy and its operations, and to issue consulting and service contracts in conformance with grant applications and the charter; that the composition and duties of the executive committee be reviewed at the meeting closest to November 30, 2006 and any monies committed by the executive committee not exceed 5/12 of available funding.

Unanimously approved.

Susan Hollins was nominated as the second member of the Executive Committee and was elected by all trustees present.

It was moved and seconded, to establish the following staggered terms for the initial trustees:

Michael Fishbein	3 Year Term
Susan Hollins	2 Year Term
Lucille Jordan	3 Year Term
Joseph Klewicki	3 Year Term
Tom Popik	2 Year Term
Karen Graham	2 Year Term

Unanimously approved.

It was moved and seconded, to adopt the following two places for regular notice of meetings in conformance with RSA 91-A:2: The Nashua Public Library and the Nashua City Hall. Also, as possible, meeting notices will be posted on the ASD website.

Unanimously approved.

It was moved and seconded, to establish the New Hampshire Local Government Center as the insurance provider as of June 19<sup>th</sup>, 2006, in accordance with the proposal provided May 3, 2006, and for the estimated contributions of \$3,300 for property-liability coverage and \$250 for the estimated contributions for Workers Compensation coverage.

Unanimously approved.

It was moved and seconded, to establish Citizens Bank as the Academy's banking institution as of June 19<sup>th</sup>, 2006.

Unanimously approved.

It was moved and seconded, to charge all Board members to complete the Criminal History Record requirement as soon as possible and for the results to be submitted to the Chairperson.

Unanimously approved.

There was discussion about the use of "advisors" for the Academy and what officially sanctioned role they would have. Sue Hollins indicated that under established procedures school "founders" could have their children admitted to the school without participating in any necessary lottery. The definition of "founders" is unclear. Board members would certainly fall in that category but parents who volunteer minimal amounts of time on a committee would not qualify. The Chairperson suggested we table this discussion until a later meeting.

All consented.

It was moved and seconded, to adopt the Governance Policies for the Academy for Science and Design, as attached to these minutes. A friendly amendment was accepted to have the terms of trustees be five years, consistent with the charter application.

Unanimously approved.

At 7:55PM it was moved and seconded to close the meeting.

Unanimously approved.