

**ACADEMY FOR SCIENCE AND DESIGN
BOARD OF TRUSTEES**

**APPROVED MINUTES OF FEBRUARY 25, 2008 MEETING
at Daniel Webster College, Nashua NH**

In attendance: Trustees Robert Myers, Izuh Obinelo, Joseph Klewicki, Karen Graham, and Tom Popik. Diane Ramirez, Patti Humphrey, Gina Rubery, Habibi Freeman, and Jennifer Starr as guests.

1. Call to Order. Acknowledging a quorum of the Board, Joseph Klewicki called the meeting to order at 6:15 PM.

2. Approval of Minutes from Past Meeting. Robert Myers moved that the board approve the minutes from the past meeting. Seconded by Karen Graham. Unanimously approved.

3. Discussion of Administrative Need for Cash Disbursements. Chris Franklin, ASD Director, stated that he had an administrative need for disbursements of small amounts of funds. Board members discussed this need.

4. Motion Regarding Petty Cash . Robert Myers made a motion: That a petty cash fund of \$100 be established for discretionary use of the Director, the source of which is to be unrestricted funds. Motion seconded by Karen Graham. Unanimously approved.

5. Motion Regarding ASD Credit Card. Robert Myers made a motion: To authorize the Director to acquire a credit card for conducting business of the school. Seconded by Karen Graham. Unanimously approved.

6. Motion Regarding Posting of Minutes. Karen Graham made a motion: That draft minutes of board meeting be posted within 5 business days after the meeting. Motion seconded by Robert Myers. Unanimously approved.

7. Discussion Regarding Marketing of School. The school must start marketing to obtain students for the coming year. An open house is planned for March 12. The school needs to prepare a brochure, flyer, and broadcast email.

8. Discussion of School Governance. Board members with experience in education discussed school governance issues. Chris Franklin discussed the need for board members to be available for input. Chris would like the board members' emails to be made available. Joseph Klewicki stated the need for faculty to influence school curriculum.

9. Discussion of Out-Of-State Tuition. Because the school is near the Massachusetts border, there is the potential for some out-of-state residents to attend the school. Joseph Klewicki asked Chris Franklin to inquire with other NH charter schools regarding their out-of-state tuition policies.

10. Motion To Go Into Non-Public Session. Robert Myers made a motion at 7:35PM that the board go into non-public session to discuss personnel matters. Karen Graham seconded the motion. Unanimously approved.

11. Motion To Return to Public Session. Robert Myers made a motion at 8:00PM that the board return to public session. Seconded by Joe Klewicki. Unanimously approved.

12. Motion To Rescind Motion No. 7 From January 31, 2008 Meeting. Robert Myers moved to rescind Motion No. 7 from the January 31, 2008 meeting, "Motion to Appoint Chris Franklin as ASD Director." Seconded by Karen Graham. Unanimously approved.

13. Motion To Recognize the Contributions of Susan Hollins. Robert Myers moved that the board officially recognize the contributions of Susan Hollins as founder of the Academy for Science and Design and express its appreciation for her commitment to the mission of the school. Seconded by Izuh Obinelo. Unanimously approved.

14. Motion To Appoint Chris Franklin as Director of ASD. Robert Myers moved that the board appoint Chris Franklin as the permanent Director of ASD for the remainder of the 2007-2008 school year. Seconded by KarenGraham. Unanimously approved.

15. Motion To Go Into Non-Public Session. Robert Myers made a motion at 8:07PM that the board go into non-public session to discuss the appointment of additional board members. Joseph Klewicki seconded the motion. Unanimously approved. The meeting returned to public session at approximately 8:25 PM.

16. Motion To Appoint Jennifer Starr as Board Member of ASD. Robert Myers moved that the board appoint Jennifer Starr as board member of ASD for a two-year term. Seconded by Joseph Klewicki. Unanimously approved.

17. Motion To Appoint Kent Glossop as Board Member of ASD. Joseph Klewicki moved that the board appoint Kent Glossop as board member of ASD for a two-year term. Seconded by Karen Graham. Unanimously approved.

18. Approval of Minutes from November 13, 2007 Meeting. Robert Myers moved that the board approve the minutes from the November 13, 2007 meeting. Seconded by Joseph Klewicki. Unanimously approved.

19. Motion to Adjourn. Robert Myers made a motion to adjourn. Seconded by Joseph Klewicki. Meeting adjourned at approximately 8:30 PM.

Respectfully submitted:

Tom Popik,
Board Secretary