

## ACADEMY OF SCIENCE AND DESIGN

### Minutes of the Board Meeting

November 12, 2008

Kent Glossop called the meeting to order at 6:15 p.m.

PRESENT: Chris Franklin, Kent Glossop, Jennifer Starr, Patty Humphrey, Caroline Harlow, Michael White, Rebecca Paquette, Susan Correia, Christine Fulford

ABSENT: Michael Fishbein, Izuh Obinelo, Karen Graham, Shanthi Nair

The minutes were approved as written.

#### CHARTER REVISION – Chris Franklin

The board agreed to add the phrase “to the extent possible” and to strike the designated numbers before each stakeholder group listed in the charter.

#### CURRICULUM COMMITTEE – Kent Glossop

- There have been one full and one short meeting.
- Issue of whether to add a 6<sup>th</sup> grade?

Natural transition point?

What is best entry pathway? Accept students at all levels or just 7<sup>th</sup> and 8<sup>th</sup>?

9<sup>th</sup> graders may all leave the school because it seems like a middle school and not a high school.

- If there is a mismatch between curriculum committee suggestions and charter, charter must be reworded.
- Charter requires a separate admissions committee, now handled by Chris and Gina.
- There should be an admissions policy written down and agreed to.
- Several problems have arisen with students: motivation organization, homework; maybe we should hire a counselor.
- First grades followed a reasonable spread between A's and F's. Keep in mind that at other schools all students would be getting A's.
- The curriculum committee's charter was accepted unanimously.
- Posting the position of course development project manager was unanimously agreed to.
- Suggestions were made for dealing with certain problems:
  1. Pay a teacher from the grant to be in charge of student relations and personal issues. Jenny Roberts was suggested.
  2. Separate junior high and high schools student councils.

3. Have a talk with high schools students about improvements to their experience.

#### DIRECTOR – Chris Franklin

- Hiring a director is a board level decision.
- Kent would negotiate a contract on behalf of the board.
- An outline of the job description for director was approved provisionally. A suggestion was made to simplify it.

#### OUTREACH – Caroline Harlow

- 20 people participated in the legislative Spotlight, which was a great success.
- Caroline is following up with each participant.
- 2<sup>nd</sup> Spotlight on Nov 21 is for the business community—the local chambers of commerce have been sent letters and emails.
- The Education Committee of the High Tech Council will be invited.
- Lorinda did a press release about the Grant and Eileen did one on the Spotlight.
- We should apply to DEKA as an organization to make a presentation before their board.

#### FUNDRAISING – Michael White

- Michael sent a thank you to Matt Cookson, chairman of Educational Committee of the High Tech Council which made the following points:
  1. Invitation to their membership to attend ASD's Open House
  2. A member of their committee to attend our board meetings
  3. A possible internship program with NHHTC members
  4. The possibility of Chris to speak at one of the meetings of NHHTC.
- We should join the NHHTC. Michael offered to cover the \$200 fee. Chris will fill out the on line application.
- The fundraising letter to parents will be sent out this week. Michael and Jen will make follow up phone calls.

#### TREASURER'S REPORT – Jennifer Starr

- Citizen's Bank would offer overdraft protection up to \$10,000. School would have to be in operation for 3 years for a credit line. A credit card for \$25,000 would be available.
- Hampshire First does not have a 3-year requirement.
- NH Health and Facilities Authority offers loans at reduced rates for non-profit facilities.

#### AUDIT – Chris Franklin

The board approved unanimously to authorize Chris to proceed with the audit by Mason and Rich for the already budgeted \$6000.

MISCELLANEOUS - The ASD needs to decide on an approach to superintendents for local tuition funding.

The meeting was adjourned at 8:25 p.m.

Respectfully submitted,

Patty Humphrey, secretary