

Academy of Science and Design

Minutes of the Board Meeting

December 10, 2008

Present: Kent Glossop, Chris Franklin, Jennifer Starr, Michael Fishbein, Patty Humphrey, Shanthi Nair, Michael White, Caroline Harlow, Rebecca Paquette, Christine Fulford, Gina Rubery

Absent: Karen Graham, Izuh Obinelo

Kent Glossop called the meeting to order at 6:15. The minutes were accepted without correction.

Principal's Report - Chris Franklin

1. Capital Asset Policy
Chris presented a statement of ASD's capital asset policy. The Board approved it.
2. Directorship Description
Chris presented a rough draft of a job posting for director. Recommendations for improvement were based on shortening, and sentence simplification. Gina and Michael Fishbein will create a final draft based on Board recommendation.
3. A committee was formed to read resumes consisting of Heather Evans, Patty and Becky. The committee will read all the resumes and recommend selected ones to the Board for interviews.
4. Several places were mentioned for the job posting in addition to the usual locations: The National Association for Public Charter Schools, The Gifted and Talented Association, Teach for America.
5. A proposal by Chris to sell both school vans was agreed to.
6. Chris will look into renting the space across the hall and moving the office to a central location between the old and new spaces.

Fundraising Committee - Jennifer Starr

1. 11 checks and letters to superintendents have arrived from the fundraising letter sent to parents.
2. Michael F. suggested that "non-parent parents" also be solicited such as Murray, Lucille, Joe Klewicki, Skip Myers, the architect, Tom Popik.
3. The Foundation Grant writers will report on progress to the Fundraising Committee.

Outreach Committee - Caroline Harlow

1. The Business Spotlight was a moderate success. 10 people RSVP'd and five came. One person was very enthusiastic.
2. The December Spotlight was postponed to February.
3. At the next meeting Caroline would like to do a treasurer mapping session with the Board to recommend people to be invited to Spotlights.
4. Maybe Spotlights should be held in the evening instead of the morning.
5. It was decided that the school would not participate in Ameriprize fundraising events.

Curriculum Committee – Kent

1. The Board decided to meet state requirements but not to pursue accreditation at this time.
2. We should develop a framework to guide the growth process.

Strategic Planning – Kent

1. We should set up a speakerphone for Board and Curriculum Committee meetings.
2. Teachers recommended grade 6 as a reasonable point of entry, but not for next year.

Treasurer's Report – Jennifer

1. The Fidelity account was set up to receive cash or stock donations.
2. A line of credit and Citizen's Bank is dependent on an audit. Therefore we will wait till after the audit to get a credit card.

The meeting was adjourned at 8:45 p.m.

Respectfully submitted,

Patty Humphrey, secretary