

Academy of Science and Design

Minutes of the Board meeting

January 14, 2009, 6:30pm

Present at meeting: Becky Paquette, Izuh Obinelo, Jennifer Starr, Karen Graham, Kent Glossop, Michael White, Patty Humphrey, Shanthi Nair, Sue Correia, Chris Franklin, Christine Fulford.

Absent: Catherine Harlow, Michael Fishbein

Action Item	Owner	Date Due
5 open board positions One legislator Four people recommended By Fundraising Committee	Patty ask Jodi Grimbilas Fundraising committee make recommendations	
Boston Globe editorial re charter schools	Michael White email to Board members	
Invite potential Board Members to Feb. 20 Spotlight. Invite superintendents to Feb. 20 Spotlight, 9-10 a.m.	Fundraising Committee Chris Franklin	
3 letters to Superintendents 1. Invitation and request for funds 2. Individual letter requests from families 3. Letter from Kent and Chris		First draft- Jan 19 Parents' letters- Jan 30 Mailing to Supers-Feb 1
Follow up to fundraising Letter to parents Thank families for generous gifts with student-designed thank you notes. Ask parents if we can use their names.	Shanthi, Jennifer, Michael make calls	Jan 17-18

Action Item	Owner	Date Due
Ask Matt for foundation software.	Patty	
Web site development: Capacity to apply to ASD on line		
Deal with potential \$75,000 budget shortfall.		
set up entrepreneurial course for students to develop fundraising ideas for school	Christine Fulford ask her husband to teach it. Chris Franklin discuss with Gena.	
Set up Pay Pal account on E-bay to sell school stuff.	Jennifer Starr	
Present monthly cash flow projections at each Board meeting.	Chris Franklin	
Write 20 screening questions for Sarah Rollins, candidate for ASD director.	Patty Humphrey	Done
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Decide on date and format for telephone interview of Mrs. Rollins		
Curriculum Developer candidates (4) interviews		Jan 22
Director interviews		March?
Accreditation	Sue Correia	