

Minutes of the Meeting
Academy of Science and Design
Board of Directors

August 12, 2009

Present: Matt Southerton, Peter Batula, Heather Evans, Susan Correia, Izuh Obinelo, Heather MacDonald, Chris Franlin, Kent Glossop, Jennifer Minicucci, Caroline Harlow, Rebecca Paquette, Ellen Mohnkern, Andrew Maloney, Shanthi Nair, Jack Donovan, Kevin Buchanan

Absent: Karen Graham, Mary Fries, John Slater, Michael White

Kent Glossop, Chair, called the meeting to order at 6:45 p.m. No minutes were presented or approved.

Andy Maloney, the new ASD principal, was introduced to the Board. He has interviewed 23 teachers in 6 days. Very qualified candidates. Three will be hired.

Kent requested copies of the resumes.

Lease--Chris Franklin

1. A three-year lease, signed on an annual basis on Sept 30 of each year.
2. Rent increases each year.
3. 24,000 sq ft of space
4. If we leave before end of three years, landlord wants fit-up expenses back.
5. The Board approved the lease pending two changes: there should be a right of renewal after the third year with no restriction to a three-year lease. The Board will sign the lease, pending a review.

Principal's Report—Chris Franklin

Enrollment

1. 71 new students, 43 returning, 114 total
2. Might start admitting high school students in future years.

Budget

1. Fit-up expenses will be \$37,000, not \$30,000
2. Deficit will be \$42,000 by November
3. Contact non-returning students to see if they will reconsider
4. Admit more 9th graders
5. Try to offer all of the courses in the curriculum guide by hiring teachers who can teach more than one subject.
6. Email parents about one 7th or 8th grade opening

7. More slots might be available if the principal so decides.
8. Chris will review budget and lease with Andy.
9. Web site should be adjusted to possible admission of more ninth graders.

The budget should be emailed to Board member a week in advance of the meeting.

Parents should have 2-4 weeks before being asked for money.

School starts August 31

Audits for 2006-7, 2008-9 were approved.

Computer Policy—Kent Glossop

1. Approved by the Board.
2. Email will be sent to highschool students outlining policy and getting feedback about personal computer use.
3. The program will be monitored. The administration has latitude to extend or end it.
4. Students may use school computers.

Committees—Kent Glossop

1. Committee summaries should be submitted a week in advance of meetings and presented to the full board.
2. Only Board members can vote on committees.
3. Finance Committee will be activated to deal with budget matters.
4. Strategic Planning Committee will continue.
5. There will be no Executive Committee
6. A Policy Committee will be formed with Peter Batula, chair, and Becky Paquette, vice-chair. Andy Maloney will serve on this committee. There will be 6 members altogether. They will create a book of School Policies, including health and safety.
7. Ellen Mohnkern, Katherine Graham and Mary Fries have offered to chair the Curriculum Committee. The chairmanship will be decided within the committee.

Respectfully submitted,

Patty Humphrey