

Academy of Science and Design
Minutes of the Board of Directors Meeting
October 14, 2009

Kent Glossop, Chairman, called the meeting to order at 6:45 p.m.

Present: Sue Correia, Jack Donovan, Karen Graham, Patty Humphrey, Mary Fries, Andrew Maloney, Jennifer Minicucci, Shanthi Nair, Rebecca Paquette, Michael White, Meili Kronenfeld, Ellen Mohnkern, Heather Evans, Sue Campbell, Heather MacDonald

Absent: Peter Batula, Izuh Obinelo, John Slater

Parent Member for Board: There are four candidates; Meili Kronenfeld, Lisa Marshall and Girish Welling. The Board decided to have the parents vote for to fill this position from an online description of their qualifications and ballot.

Minutes for Sept. 9 meeting approved.

Assistant treasurer: The Board unanimously approved Michael White.

(Policy and Outreach Committees need more members.)

Committee Reports:

Curriculum Committee—Mary Fries

The Board approved guidelines for Stewardship unanimously, with wording for Director's discretion to be added.

- They include 150 hours over four years,
- No work in the area of religion or politics,
- Director's discretion in all matters pertaining to this activity

Jill Cane will write up guidelines for Internship.

Budget—Ellen Mohnkern

The budget showed an August deficit of \$170,000. Extra items might include the ½ salary for a part time teacher and expenses for band equipment and instructor.

The Board agreed to review the situation at the November meeting after a \$60,000 gift will have come in, before deciding whether or not cuts need to be made.

Principal's Report—Andy Maloney

- At a legislative committee meeting, Charter school laws are under review so that the State can qualify for Race to the Top funds. This would include eliminating the moratorium on new charter schools and possibly raising the state tuition contribution to 80%.
- Charter schools are beginning to be seen as an asset. Newly registered 18 year olds will go to the North Country Charter School, for example.
- Next year ASD should consider a 1/2 time guidance counselor and nurse.
- Jenny is meeting with high school students.
- We are creating guidelines for grading based on definitions of mastery in each academic subject.
- We are starting to work on the second semester schedule.
- Andy has contacted MIT, UNH, Cal Polytechnic, Worcester Polytechnic
- Franklin Pierce College wants to offer free courses to ASD students.
- Enrollment is now 108.
- The NASA Grant, written by Lorinda Franklin, was submitted.

Outreach Committee—Jennifer Minicucci

- ASD press release on NECAP science test results was printed in the Nashua Telegraph (front page) and the Merrimack Journal.
- Jennifer has a complete media list on line.
- Jennifer will arrange a speaking engagement for Andy at a business organization, including a PowerPoint presentation.
- There will be an Open House in November.

Strategic Planning Committee—Jack Donovan

There will be a meeting on October 26. Work will start on a business plan.

Fundraising Committee—Patty Humphrey

- There are two new members; Jill Cane and Laurie Holden
- Lorinda presented possibilities for medium sized (\$10,000) and small grants. The committee decided that she should only pursue the small grants until a strategic plan has been developed.
- Matt Southerton presented copy for Fundraising materials. It was suggested that flexible materials be developed with a paper portfolio stating basic facts and needs and a PowerPoint component that would be used selectively based on the targeted audience.
- Committee member will provide input to Matt by Sunday, Oct. 18.
- Matt will complete the materials the following week.
- Shanthi Nair has developed materials to post a wall of thanks for donors and volunteers.

- The fundraising letter to parents will go out by October 19.
- A phone bank to parents will start the first week in November.
- Automatic billing will be included as an option.
- Jack Donovan is bringing two entrepreneurs to the school in the near future. He will form a business advisory board or business-education partnership.
- Jill Cane will give Jack a list of suggested contacts.
- A data base program needs to be established to keep track of all contacts made by people at the school to potential donors.

Miscellaneous

Matt Southerton will be maintaining the ASD web site. There have been some complaints of bounced emails.

The meeting was adjourned at 8:50.

Respectfully submitted,

Patty Humphrey, secretary