

Academy for Science and Design

Minutes of the Board Meeting

August 18, 2010

Present: Kent Glossop, Michael White, Heather Macdonald, David Chauvette, Meili Kronenfeld, Thomas Frischknecht, Jack Donovan, Susan Correia, Joakim Karlsson, Jim Forsythe, Patty Humphrey

Absent: Karen Graham, Becki Paquette, Izuh Obinelo, Shanthi Nair

The meeting was called to order at 6:30.

The minutes were approved with one amendment: Susan Correia was not made chair of the Personnel Committee.

There was no public comment.

Jack Donovan was elected vice-chairman of the ASD Board.

**Principal's Report**—David Chauvette

- The enrollment is in the 188-192 range. There are still inquiries coming in.
- There is a waiting list for 7<sup>th</sup>-9<sup>th</sup> grade.
- Preparations for the opening of school are going well. The master schedule is done and students have their schedules available on Google docs.
- Computer lab will be finished within the first week of school. All other facilities will be ready.
- Each teacher will have a telephone and announcement system.
- The police have visited to create a lockdown system. Stairwells will be an alternative to open classrooms.
- The final payment from the state (\$49,268) has arrived.
- There is \$90,000 available so loans to school can be paid off.
- \$400,000, the first payment for the 2010-11 school year, arrives in September.
- \$14,000 is owed to the landlord in September that was not budgeted. This increases the deficit for the year to \$150,000.
- The cost of health insurance is slightly lower than anticipated.
- Shannon Michaels has agreed to join the Advancement Committee and to take charge of the Annual Fund and marketing activities.
- Dave would like to be introduced to potential heavy hitters.
- An AP history class will get dual credit: from ASD and from Southern New Hampshire University. This credit is transferable to other institutions.
- A lawyer is vetting the Faculty Handbook.
- The Parent-Student Handbook is ready.

- The cash flow situation is adequate for August. There was an anonymous \$60,000 gift and another \$20,000 gift expected from the sale of stock at an advantageous time.
- The audit of the first year of ASD came back clean.
- Michael White will check with Ellen Mohnkern about the 2<sup>nd</sup> year audit.

**Policies—Meili Kronenfeld**

The Board adopted the following policies unanimously:

ADB-Drug Free Workplace

BEDH-Public Participation at Meetings

BID-Payment for Services Rendered by School District Officers

BHE-School Board use of electronic communication (It was emphasized that all email is available for legal examination. The telephone should be used for private and personal communication.)

BGE-Policy Dissemination

BGC-Policy Review and Evaluation/Manual Accuracy Check

BEA-Regular Board Meetings

ADD-Safe Schools

BHC-Board Employee Communications

BGA-Policy Development System

ADC-Tobacco Products Ban

Policy JZ was repealed. Legal advice will be sought regarding the student for whom it was created.

**Training**

Jody Vaillancourt, head of the Merrimack School Board, would do a training session gratis for the ASD Board.

Angela Overman will introduce email accounts, Google docs, and Intranet uses to the Board at the next meeting.

Two seminars have been planned as teacher training in the Teaching to Mastery approach, one with Jill Kane and one with Harold Maughan

**Recruitment**

Two candidates were approved as non-parental members of the Board:

Joakim Karlsson, a specialist in airport and airspace planning and a professor of aviation.

Jim Forsythe, a professor of aeronautics at the Air Force Academy and at UNH, a candidate for State Senate in NH and a proponent of school choice.

It was remarked that these were candidates of great quality and that the Board was honored to have them serve.

### **Committee Reports**

A proposal to have a recruitment committee was modified into an acknowledgement of the Advancement-Outreach Committee's primary role in recruitment and an offer by Jack Donovan to oversee the training of new Board members in the principles and practices of the Board.

#### **Personnel Committee—Sue Correia**

Sue was officially appointed chairman of this committee and reported that the last two part time staff positions had been filled. A Teachers Handbook is being developed and a first draft is being reviewed.

#### **Strategic Planning-Finance—Jack Donovan**

The Finance Committee was merged with the Strategic Planning Committee

The committee will meet before the next Board meeting and set goals.

#### **Curriculum Committee—Kent Glossop**

Kent became the new chairman of this committee. He invited Joakim Karlsson and Jim Forsythe to serve on this committee.

#### **Outreach- Advancement—Patty Humphrey**

Did not meet.

#### **Policy Committee—Meili Kronenfeld**

Did not meet.

#### **Student Affairs Committee—Becki Paquette**

### **Miscellaneous**

Kent Glossop agreed to be the manager of the on-line documents and communications of the Board with the task of updating and streamlining them.

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

Respectfully Submitted, Patty Humphrey, secretary