

Academy for Science and Design
Minutes of the Advisory Board Meeting
November 10, 2010

Present: Thomas Frischknecht, Susan Correia, Patty Humphrey, Kent Glossop, Meili Kronenfeld, Joakim Karlsson, Izuh Obinelo, Jack Donovan, Karen Graham

Absent: Michael White, Jim Forsythe

Thomas Frischknecht called the meeting to order at 6:30 p.m. He asked guests to sign up if they wanted to make public comments on agenda items as they came up.

Nedal and Janet Sukkar identified themselves as parents who would like their daughter to attend a sixth grade.

The minutes of the previous meeting were approved.

Kent Glossop was unanimously approved assistant treasurer.

New Parent Board Members: Jim Hochberg and Idina Holden received 37 and 35 votes of the parents respectively and were unanimously elected to the Board.

(Nzenalu Obinelo received 25 votes and Jim McMahon, 13.)

Jack Donovan will be responsible for orientation of new Board members.

Board members are required to attend 8 board meetings a year and are encouraged to join a committee.

Director's Report—David Chauvette

- Enrollment is 185, with the loss of two students. One moved; one had no friends.
- We are hosting a Legislative Day in December. This is part of a larger charter school initiative.
- We will be receiving \$1500 for a Title II grant for teacher development.
- We are likely to receive between \$25000-32,000 from a Federal Dissemination Grant that is part of the new charter school start-up grant.
- On March 18 ASD will host a teacher development day for charter schools, to share best practices.
- On December 10 there will be a professional development day for teachers about gifted and talented education. There will be more development days.
- Jim Overman, David and parent volunteers will be picking up furniture, office equipment and cubicle panels for the following school year.
- Fundraising for the Annual Fund has started. There has been a gift of \$22,000 in stocks that serves as a matching challenge for the rest of the

parent body. We are looking for 100% participation from parents, faculty and Board and are hoping to raise at least \$40,000.

- ASDEF is inviting the faculty and spouses to a holiday dinner at the Common Man.
- Expenditures are within budget targets. The next state payment will arrive in two weeks and should carry the school through May.
- The audit material will be submitted to the auditors by the end of December and should be available in a month from then.

Committee Reports

Curriculum—Kent Glossop

- Diane Ramirez will take charge of curriculum and Kent of policies.
- 9-12th grade focus areas will be completed by the end of February.

Personnel—Sue Correia

- We are making headway toward our goals.
- We are rewriting the teacher contract and reviewing other employment contracts in the process.
- Seth will complete the new faculty handbook next month.
- A teacher evaluation process is being created.
- A bonus program for teachers is being developed.
- 4 policies of the committee will be considered at this meeting.

Policy Committee—Meili Kronenfeld

7-8 policies will be presented at the next Board meeting.

Strategic Planning—Jack Donovan

At our last meeting we reviewed a financial policy regarding permission for the selling of the gift of stocks. A proposal for a temporary order will be considered at this meeting (see Policies).

Permission was granted by the Board for Jack to sell the stocks according to the stated policy.

Outreach and Development—Patty Humphrey

Idina Holden arranged for a representative from Fidelity to visit ASD on January 10, 2011.

Policies

The following policies were approved: JCB, IGD, GA, GCCBC, GCB, CBJ. All were approved unanimously except IGD, which received one negative vote.

The Strategic Planning & Finance Committee proposed a temporary order for board approval for duration of 6 months:

“The Board hereby empowers the Treasurer to manage the investment account at Fidelity and all stock donations to the School. Stock donations made to provide operating support to the school will be sold as expeditiously as possible, but in no case more than 30 days following receipt. “

The temporary order was approved unanimously.

ASD Facilities and Funding Issues—David Chauvette

David presented an overview of issues involving facility choices facing ASD (whether to stay in the present location or move) and budget projections for the 2010 school year based on the possible addition of a sixth grade.

David’s report will be submitted with these minutes.

It became clear that we would need to stay in the existing space, which could be fitted to meet the enrollment needs of the 2011-12 school year with or without the addition of a sixth grade.

Kent Glossop moved that we stay in the existing space in 2011-12. The motion was approved unanimously.

Thomas opened up the discussion to include guests.

The discussion of pros and cons of adding a sixth grade included the following points:

- There are space concerns, including limited bathroom facilities.
- There are concerns of ninth grade parents, who are worried about the high school program and are looking at other schools.
- It might be possible to try sixth grade as a pilot program and see how it goes.
- We need to figure out how the addition of a sixth grade could also benefit the high school, providing a win-win situation.
- Ninth grade students could be polled on their opinion of a sixth grade addition.
- The teachers and director would develop sixth grade curriculum. The curriculum committee would continue working on the high school curriculum.
- Despite denials, addition of a sixth grade would impede development of the high school.
- There should be a meeting of 9th grade parents.
- Students could be polled concerning their opinion of a sixth grade addition.

A motion was made and unanimously approved to have the Strategic Planning Committee call a meeting of 9th grade parents to discuss the possible sixth grade, to

study budget projections for the next three years and to make a recommendation to the Board at the next Board meeting.

The meeting was adjourned at 9:38.

Respectfully submitted,

Patty Humphrey, secretary