

Academy for Science and Design

Minutes of the Meeting

December 8, 2010

**Present:** Meili Kronenfeld, Heather MacDonald, Susan Correia, Michael White, Patty Humphrey, David Chauvette, Kent Glossop, Thomas Frischknecht, Joakim Karlsson, Idina Holden, Jim Hochberg, Jack Donovan, Izuh Obinelo.

**Absent:** Karen Graham, Rebecca Paquette

The meeting was called to order at 6:40 by the chairman, Thomas Frischknecht.

**Public Comment**—Kevin Campbell

Mr. Campbell read a letter that he will send to the Board with the following criticisms of ASD:

- The charter is not being followed.
- Challenging material for acceleration is not provided.
- Challenging classes in math and science are not available.
- Project based learning, apprenticeships, art and design courses, diverse learning space, hands on experience in businesses and on campuses are not available.

The chairman will respond to this letter when he receives the email.

The minutes were approved (minus two votes).

Two Board resignations were announced: Shanthi Nair and Jim Forsythe

**Treasurer's Report**—Michael White

An anonymous gift of Intel stock was sold for approximately \$15,500.

**Committee Reports**

**Strategic Planning**—Jack Donovan

A meeting was held to solicit the opinions of parent and students on the addition to ASD of a sixth grade. 20 people attended including Michael, Kent and Thomas and three other Board members.

At the end of the meeting the committee voted to recommend a sixth grade for both educational and financial reasons. The sixth grade is a natural place for the school to start. The sixth grade would create a \$+100,000 budget surplus.

The following goals will have to be met and will be overseen by Jack Donovan:

- The Administration will handle the sixth grade curriculum, leaving the curriculum committee free to create the high school curriculum.
- The Administration will present the plan for 6<sup>th</sup> grade at the next meeting.
- ASD will pursue efforts to secure more space in the current building.
- The curriculum committee will invite high school students and parents to discuss the high school curriculum.

The Board voted unanimously to add a sixth grade subject to the caveats of the Strategic Planning Committee.

### **Director's Report**—David Chauvette

- 5 state legislators visited ASD as per Eileen Liponis-more will visit.
- David has been invited to the Merrimack Rotary.
- Interest in seventh grade is high based on attendance projections to an Open House.
- We will need a lottery for 6<sup>th</sup> and 7<sup>th</sup> grades.
- ASD was recommended by a local public high school for a student.
- Finances are in good shape. \$43,000 in tuition more than expected due to good enrollment, \$31,000 has been collected from Annual Fund donations, \$58,000 will come in from the American Recovery Act, and \$25,000 is expected from a dissemination grant.
- The spring Gala should raise \$5,000-10,000.
- The deficit in July will be between \$50,000-5000.
- Informal meetings with teachers show that they would like more time. Now they have 6 classes and a study hall each day.
- ASDEF is hosting a faculty holiday party at the Common Man.
- A questionnaire on language preferences indicates German and French.
- We need the completed high school curriculum ASAP. No budget until we have one.
- Diane Ramirez has presented an AP plan.

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

- The subcommittees haven't gotten traction.
- David, Kent and Diane ought to meet about the curriculum.
- Policy approvals will be suspended until the curriculum is written.
- The curriculum committee will meet Tuesday, not Wednesday. (After meeting note to be removed before approval: the curriculum committee meeting has been moved *back* to Dec. 15, 6:30pm – see public calendar for current meeting times.)

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

There is a meeting next week. Kimberly Lavallee is a new member of the committee.

**Personnel Committee—Sue Correia**

- A new contract for teachers is being developed but we need more examples, perhaps an expired teacher's contract.
- Kimberly Lavallee suggested a Mont Vernon parent and lawyer who might review the contract.
- A bonus plan is being developed for existing teachers (5) who teach to the competency plan required by the Director.
- An objective measurement is being developed for the awarding of bonuses (although, admittedly, no measurement is completely objective.)
- A tool to evaluate the director is being developed by Sarah Houghton.

**Adoption of Policies—Thomas Frischknecht**

- The following policies were adopted unanimously: CA, CCB, CHA, KCB, and KDCA.
- The following policies were sent back for review and editing: KI (further review of who should have keys and who is a visitor), ECA, JBAA (sent back for rewording about who should receive the initial sexual harassment complaint).

**Miscellaneous**

There is a lack of communication about meetings to parents. Lisa should check the calendar and send out bulletins a week in advance.

The meeting was adjourned at 8:30 p.m.

Respectfully submitted,

Patty Humphrey, secretary