

Academy for Science and Design

Minutes of the Board Meeting

April 13, 2011

**Present:** David Chauvette, Rebecca Paquette, Michael White, Patty Humphrey, Sue Correia, Thomas Frischknecht, Idina Holden, Izuh Obinelo, Jack Donovan, Meili Kronenfeld, Kent Glossop, Jenn Cava, Angela Overman, Jim Overman, Kim Lavallee, Andrea Brenton, Skylar Brenton, Chris Brenton

**Absent:** Karen Graham, Joakim Karlsson, Jim Hochberg

The meeting was called to order at 6:30 by Thomas Frischknecht, chairman.

The minutes from the previous meeting were approved.

Board Business—Thomas Frischknecht

1. Meili Kronenfeld, chairman of the Policy Committee is leaving the area. The Chairman thanked her for her service as presented her with a gift from the school.

In accordance with ASD Policy BBB, the Chairman proposed a new Board member and Policy Committee Chairman, Kim Lavallee, a parent who presently serves as a member of the Curriculum Committee. The Board voted unanimously to approve Mrs. Lavallee in both positions. (The term is until the end of June, 2012.)

2. Board Treasurer, Michael White, reported on his review of the school insurance policy with Local Government Center. Mr. White assured the Board that our \$5,000,000 coverage was reasonably priced and in good hands. The policy comes with several benefits: a free 30 minute consultation with Mark Broth of Devine, Millimet and free compliance training in anti-bullying programs offered to employees, volunteers and Board members.

Director's Report—David Chauvette

- The annual fund stands at \$62,550 and continues to grow. Paula Silver, a parent and professional fundraiser, has volunteered to contact remaining parents.
- Shannon Michaels has obtained the gift of a defibulator for the school from Dr. David Goldberg.
- Registration should be complete by April vacation. At that point the schedule will be constructed and the need for specific teachers will be established.
- 6<sup>th</sup> grade teacher applicants have been interviewed. All teachers will be hired by the end of the school year.
- The ASD Science Bowl Team was honored by the State Board of Education.
- We need a new trophy case.

- Graduation will be held on June 3, one week before the end of school because our one graduate is going to a competition. There will also be 8<sup>th</sup> grade Step-up.
- 48 sixth graders and 70 seventh graders have been admitted. Enrollment should be about 280-90 for 2011-12. All applicants have been interviewed.
- With Board approval the administrative structure should be changed: Jenn Cava would be assistant principal and Seth Hussey would become the guidance counselor. A guidance counselor is needed as more students enter the college admissions process.
- Stress levels at the school are high due to the challenging curriculum and a counselor is need for this issue, also.
- There will be a cash flow crunch at the end of June, but the \$67,000 dissemination grant will carry us over.

## Committee Reports

### Strategic Planning—Jack Donovan

The budget will be presented at the next meeting.

The hiring process and signing of teacher contracts will continue on the assumption of State tuition payments remaining steady.

### Personnel—Sue Correia

- The Board approved the proposed employee contract.
- The Employee Manual will be completed by the next meeting.
- The teachers will be offered one-year contracts and the Director and Assistant Director, two-year contracts. The Board approved this.
- The Committee approved the recommendation of the Director that all teachers be rehired, three with improvement plans. The Board approved this recommendation.
- Hopefully contracts will be signed by the end of next week.

### Policy Committee—Meili Kronenfeld

A policy on student dismissal was submitted to the Board and referred back to the committee for further clarification.

### Proposals for the next meeting

- A follow up on a disciplinary hearing
- The completion of a Director's review

The meeting was adjourned at 9:00 pm.

Respectfully submitted,

Patty Humphrey, secretary