

APPROVED BOARD MINUTES

ASD Board Meeting March 13, 2013

Board Members Present: David Alukonis, Heather Bobbitt, Jane Buck, Thomas Frischknecht, Kent Glossop, Karen Graham, Idina Holden, Brandon Jackson, Kim Lavallee and Heather MacDonald

Board Members Absent: Patty Humphrey, Lucille Jordan and Joel Preminger

Non-voting Members Present: Jennifer Cava, Lizzie Cassady and Doug Belley

Others in Attendance: Andrew French, Tabor French, Elizabeth O'Hare, Tracey Cassady, Stephanie Dumoski and Kym Harmon

The meeting was called to order at 6:40 p.m.

1. Public Comments

None.

2. Approval of Board Minutes from the Prior Meeting

Ms. Holden moved that the minutes for February be approved. Ms. Lavallee seconded. All voted in favor, with two abstentions.

3. Policy – 1st Reading

Ms. MacDonald presented an amendment to BBB that allows for parent members or external members whose status changes to finish out their term before resigning. This would provide continuity for work in progress.

Discussion covered the possibility of external members becoming parents, term limits and the importance of keeping controls. The policy committee will take the feedback back to rework the policy amendment.

4. Program of Studies

The revised Program of Studies was sent out on Monday night to Board members for review.

Ms. Cava reported that, since last month's discussion, the committee has decided to allow Physics of Flight another year of development before it could take the place of a regular physics class. Other changes to the document were to add additional clarification and were not material.

Ms. Lavallee moved that the Program of Studies be approved. Ms. Buck seconded. All voted in favor.

5. Items of Board Business

a. *Board Chairman* – Mr. Bonner has resigned from his seat effective immediately for family reasons. Mr. Frischknecht expressed his appreciation for Mr. Bonner's service to the Board.

b. *Board Treasurer* – Ms. Lavallee explained that the budget report had been sent out to Board members in email this morning.

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6. Director's Report

a. *Operations & Personnel Report –*

- Tomorrow is Pi day (3.14). Appropriate preparations are underway.
- Ms. Cava has sat in on about 15 classes for teacher evaluations.
- The school calendar is being worked out for next year and will be available for approval in April.
- Projections for re-enrollment and classes are being prepared for the April Board meeting.
- All students will be doing summer math work over the summer to keep their skills fresh. Plans for summer school are underway, including ideas like college boot camp, SAT prep and summer math. This should be worked out by mid-April.
- The “I Heart ASD” campaign raised over \$50,000 in three days. The campaign, the social media outreach and the telethon were credited for a huge increase to our annual fund donations for the year.
- As of now, 62% of families have donated or pledged. So far, we have received \$96,247.85 with an additional \$36,468.45 in pledges outstanding. In total, the Annual Fund drive has raised \$132,716.30.

b. *Facilities Update*

- The school passed the air quality test, and we are expecting our certificate of occupancy.
- The school was tested for asbestos per state law. It was found only in floor tiles in the server room. Mr. Andrew French was previously an asbestos inspector and is helping Ms. Cava with the process. Mr. French explained that asbestos in floor tiles is very common. The contractor and the state Department of Environmental Services are providing training. The school will post signs, notify parents and check periodically that nothing has happened to the tiles. They will be reinspected in 3 years.
- School security is being improved by locking the front door and adding a door bell to buzz people in.

c. *Special Events*

- Best Practices Conference
 - (1) Conference takes place at ASD on March 15. Two workshops will be offered specifically for Board members and charter school leaders. There will be all kinds of workshops all day and Ms. Cava invited people to come, even just to network with participants from around the state.
 - (2) Ms. Moser has provided a great deal of assistance in coordinating this and has done a tremendous amount to pull this off.
 - (3) Mr. Frischknecht pointed out that ASD is a leader among charter schools in the state and is demonstrating its leadership by hosting this conference.
- VIP Visits
 - (1) The inventor of the first computer game, “Pong,” Frank Baer, will be visiting the school on April 11 to talk to the students. Ms. Cava is working out a schedule that will give both students and parents a chance to meet with him. He was introduced to the school by our landlord, and he is very interested in learning what the kids are doing.
 - (2) Sister Paula Buley, the president of Rivier College, are coming to meet with Ms. Cava, to discuss how relationships could be established with Rivier.
 - (3) Yesterday, Kevin Skarupa, meteorologist from WMUR, visited yesterday with the 6th graders. Ms. Cava will share the video with the Board.

7. Faculty & Student Affairs

a. *Faculty Update*

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Mr. Belley said the faculty is looking forward to the Best Practices Conference. The Learning Studios group (teachers and students) will be presenting on their learning. There are good conversations going on about collaborating between classes and units. There is a board in the faculty room with topics in class to encourage teachers to collaborate.

b. *Student Body*

Ms. Cassady reported that plans for prom are going on, tentatively scheduled for Saturday, May 18. The Junior Advisory is planning a diversity day to encourage the students to become more culturally aware. A lot of competitions are underway in March – Science Quiz Bowl, Robotics, Science Olympiad, DI and FPS individuals.

8. Committee Reports

a. *Outreach* – Ms. Buck had no update today. Ms. Bobbitt asked how she should share information in the media about charter schools. Mr. Frischknecht explained that we don't have a true PR or media strategy or someone to own that function. Ms. MacDonald said there used to be a PR/Media committee. Mr. Frischknecht will look into whether it makes sense to create that again. Ms. Cava asked if a media packet could be created that could be used for outreach by anyone who requests it.

b. *Communications* – Mr. Glossop presented for Mr. Preminger. The committee is focused on enhancing the government section of the external part of the website. The committee will be reaching out to other committee chairs for information for the website. Ms. Holden added that a sheet was posted at the meeting tonight, explaining the Board's public comment policy. This will also go on the website and will be shared with Mr. Frischknecht to be posted with the notices of upcoming meetings.

c. *Policy* – Ms. MacDonald said the committee is working to revise the Admission policy, so that the Board is no longer managing the process as closely. Ms. Jessica Golden is going through the policies to prioritize policies around safety and student behavior. Ms. MacDonald is also overhauling the policy list against the master list from the Department of Education to see what we still need to cover.

d. *Strategic Planning* – No update

e. *Personnel* –

Ms. Lavallee moved that the Board go into closed session citing RSA 91-A:3 section 2(a) – compensation and renewals of school employees. Ms. Holden seconded the motion. The following Board members voted in favor: Alukonis, Bobbitt, Buck, Glossop, Graham, Holden, Jackson, Lavallee and MacDonald. No Board members voted against.

Ms. Cava and Ms. Harmon were invited to attend the closed session.

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Mr. Jackson moved that minutes of the closed session be sealed. Ms. Bobbitt seconded the motion. The following Board members voted in favor: Alukonis, Bobbitt, Buck, Glossop, Graham, Jackson, Lavallee and MacDonald. No Board members voted against.

Mr. Jackson moved to adjourn the meeting. Ms. Buck seconded the motion. All voted in favor.

9. Next Meeting

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The next meeting will take place on Wednesday, April 10, at 6:30 pm.

The Board meeting adjourned at 8:39 p.m.

Respectfully submitted,

Idina Holden
Secretary