

## **Academy for Science and Design (ASD)**

Board of Trustees Meeting Minutes APRIL 9, 2014 APPROVED

doc ref: ASD Board Minutes 2014APR09

**Board Members Present (11):** David Alukonis, Heather Bobbitt, Jane Buck, Thomas Frischknecht, Kent Glossop,, Kevin Harbison, Kim Lavallee, Heather MacDonald, Joel Preminger, Brian Smith, Matt Southerton

**Board Members Absent (2):** Dr. Karen Graham, Lucille Jordan

**Non-Voting Members Present (3):** Jennifer Cava, Patricia Sockey, Dominique Daedekin

**Others in Attendance:** (2) Kym Harmon, Carolyn Marquis

**Meeting called to order 6:35 PM by Thomas Frischknecht**

**1. Public Comments - none**

**2. Approve Minutes from previous meeting** see link below:

[https://mail.google.com/mail/u/0/?ui=2&ik=bd938e7d32&view=att&th=1453a158c0017568&attid=0.5&disp=inline&realattid=f\\_htp5s2xx4&safe=1&zw](https://mail.google.com/mail/u/0/?ui=2&ik=bd938e7d32&view=att&th=1453a158c0017568&attid=0.5&disp=inline&realattid=f_htp5s2xx4&safe=1&zw)

Motion to approve by Joel Preminger, 2nd Heather MacDonald, all were in favor

**3. Policy: First Reading - IMGA, IHAK, IHAB, EBBD**

**IHAK Character and Citizenship Education**

[Brian Smith motion to move to consent agenda for next meeting, 2nd by Heather Bobbitt](#)

**IMGA - Service Animals**

[Brian Smith motion to move to consent agenda for next meeting, 2nd by Jane Buck,](#)

**IHAB Programs for Students with Disabilities**

[Brian Smith motion to move to consent agenda for next meeting, 2nd by Kim Lavallee](#)

**EBBD Indoor Air Quality**

[Tabled for more information.](#)

**Policies are vetted with Administration who are involved in the Policy Committee so that all can be reviewed for implementation as well as allowing a system of checks and balances to occur so that the Policy Committee is confident to bring policy to the Board for approval.**

**4. 2014/15 School Year Calendar**

Updated versions of the 2014/2015 School calendar were distributed for review, Jenn Cava is seeking Board approval as it needs to be sent to the DOE before the next board meeting and also she would like to publish it on the website.

[Kim Lavallee made a motion to accept the calendar as presented, Ken Glossop 2nd, all were in favor, so moved.](#)

## 5. Items of Board Business

a. Board Chairman ( Thomas Frischknecht)

NH School Enrollment 2016-17 Biennium Report that will be completed for the State.

b. Board Treasurer (Kim Lavallee)

Finance report sent out, all on track, see link below:

[https://mail.google.com/mail/u/0/?ui=2&ik=bd938e7d32&view=att&th=14547df7fe5e6a89&attid=0.1&disp=inline&realattid=f\\_htsizgrbu0&safe=1&zw](https://mail.google.com/mail/u/0/?ui=2&ik=bd938e7d32&view=att&th=14547df7fe5e6a89&attid=0.1&disp=inline&realattid=f_htsizgrbu0&safe=1&zw)

Monthly report is being reevaluated to come out as a quickbooks document vs the spreadsheet presently used. This goal will be to have this active for the new fiscal year. We will be looking at the HEFA loan should we need to in July thru Sept 2014.

## 6. Director's Report (Jenn Cava)

a. Director's Report sent prior to tonight's board meeting, see link below:

<https://mail.google.com/mail/u/0/?pli=1#inbox/144b6ee17a5f0924?projector=1>

1. Union Leader ASD article on front page

2. Enrollment and Admissions Data shared, projected enrollment, and enrollment for lottery offerings. Eighth graders is usually the largest change due to the high school decision whether they will attend ASD or go to their sending districts or other options.

Carefully watching numbers so she can see the results of the questionnaire on choosing tracks for middle and high school. If we lose more 8 & 9th graders, the solution will be to increase 6th and 7th graders as appropriate. Steps to follow up with students who have not responded to survey will be individually contacted.

3. 2 final pushes for \$40K increase in annual fund, we are up to 105K to date.

a. Telethon; scripts to assist in requesting pledges.

April 16 Wed / Apr 17 Thurs / Apr 18 Friday next week will be the Telethon.

b. Gala Fundraiser- Silent Auction items being sought.

c. October fundraiser: hypnotist around Halloween idea

4. Parent orientation meetings for track for parents done by Jenn Cava and Stephanie Dumoski, received well and many questions were asked.

5. A Senior has been offered an acceptance into the Air Force Academy Fall 2014.

## 7. Faculty and Student Affairs

a. Faculty Report (Patty Sockey)

1. Generally bummed out about HB 435 being sent for interim study (essentially killed) – many plan to take an active role by contacting the reps who did not support public charter schools in NH to hopefully further educate them with some real facts

2. Everyone is excited for the newly approved course of study for 2014-2015 – invigorated

3. ASD's Technology Student Association (TSA) attended the NH TSA State Conference on March 20-21st where they won big in the competitions! Andrew French, our

new TSA Advisor, helped our 13 attendees compete in 17 events and the students won in 13 of those events!

- They had a total of 24 individual and team wins!
- They proudly brought 13 new trophies to the school!
- There were 3 events in which our teams/individuals placed 1st *and* 2nd!
- We have 2 amazing students who brought home wins in all 5 events that they entered!
- Our middle school team had more first place finishes than any of the 14 middle schools represented.
- Our middle school team was comprised completely of first time competitors!
- We qualified in numerous events to advance to the national competition in DC this summer!
- Ten of the 13 students are now planning to represent ASD and the State of New Hampshire at the TSA National Conference in Washington, D.C. with Mr. French from June 27th to July 1st. They are meeting three times a week honing their competitive skills and preparing the huge task of fundraising for the trip.
- Since the convention, several more students have asked to become part of TSA next year.
- and the best...all 13 kids told Mr. French (before they learned of their awards) that they loved the convention and want to be a part of ASD's TSA team again next year.
- Congratulations to Shreya Yemme and Meera Karup (*who won in all five events they entered*), Sloane French, Tabor French, Sana Shah, Shreyas Sinha, Justin Yeung, Nathan Yeung, Keith Valin and Bryan Jimenez for their wins.
- Now on to D.C.!

4. Michelle Mehrabani - My students are going to present a weather forecast this Friday (period 6 and 8) for our weather topic in Earth and Space science class. Each individual had to watch the forecast on the news for the past week, then make a video of themselves for only one day forecast. So each person will be the meteorologist for 2 min. They will show the video in class. The other option is that they can write a few lines down and memorize, then present it in class. I think this will be fun, to see these young students (7th graders) report something like this. May be we get a few meteorologist out of this.

5. Karen Legault -- Quite some time ago I was told that 'someone' was working on getting funding for smart-boards for our classrooms. Can you check on this? I have no idea who I would ask at this point

6. Andy Myers got the summer course registration site up and running

#### **b. Student Body Report (Dominique Dadekian)**

Election Carolyn Marquis is newly elected student body representative.

Presentation for Senior Project June 2-4

Dominique Dadekian will be stepping down as the new student rep is in place.

Thomas Frischknecht thanked Dominique Dadekian on behalf of the Board for her service on the board as student representative for 2 terms and wishes her well for her future.

## 8. Committee Reports

a. **Finance** (David Alukonis) Kym working on Quickbooks format.

b. **Outreach** (Brian Smith) several new people showed up for last meeting, workshop logged into computers, applying for grants, searched pursued.

1. One of the 24K FEMA grant for the fire annunciation system. Brian Smith submitted and this is under review.
2. Rural grant development, Nashua population is too large at 86K
3. Autodesk committed to free lisc and we are seeking finding whether the training will be offered in the school should this grant be given. Facilitation of the software is critical in it's implementation.
4. David Alukonis stated the Governor made her statement for STEM task force. Suggest ASD follow up.
5. Tour of ASD will be given to the Nashua Chamber of Commerce, Business representatives will be touring the school. A student representation will join this group for a luncheon as well. Board members are encouraged to attend if they are able.

c. **Personnel** (Kim Lavallee) 2 policies reviewed at last meeting.

d. **Policy** (Heather MacDonald)

1. 4-5 new policies being reviewed for next month
2. ASD Directory is put together each year. If a family does not want to be represented, they indicate such on the back to school forms".with the " opt in" option.

David Alukonis voiced a concern to have all this data available. It is noted that one needs an asdnh.org account to access it. There is some concern if this data should be available going forward.

Kent Glossop clarified that initially ASDEF developed the directory to help parents to reach each other for organization and planning, it was used to help figure out carpooling, etc. This year, zip codes were used by the Outreach Committee for notifying parents about state representative contacts. Over time, Administration took over annual creation. Back to school forms give families the ability to opt out of being included in the directory.

Brian Smith inquired on whether there is a policy to protect information. Heather MacDonald will check the NHSBA template for this.

e. **Strategic Planning** (Kent Glossop) no info, did not meet in April

## 9. Next Meeting

a. Wed, May 14, 2014, at 6:30pm

b. Agenda items

Consent agenda to approve Policies IHAB, IHAK, IMGGA, unless new questions arise".for 2nd reading.

Kim Lavallee made a motion to adjourn the meeting, 2nd by Jane Buck at 8 pm

Respectfully submitted,  
Heather Bobbitt  
Secretary