

## Academy for Science and Design (ASD)

### Board of Trustees Meeting Minutes -December 10, 2014 (Approved Feb 2015 meeting)

doc ref: ASD Board Minutes 2014DEC10

**Board Members Present (11):** David Alukonis, Heather Bobbitt, Dr. Michael Diffily, Thomas Frischknecht, Kent Glossop, Kevin Harbison, Kim Lavalley, Heather MacDonald, Brian Smith, Matt Southerton, Dr. Shiby Thomas

**Board Members Absent (2):** Gregory Czuba, Dr. Karen Graham

**Non-Voting Members Present (3):** Jennifer Cava, Patricia Sockey, Carolyn Marquis

**Others in Attendance:** Kym Harmon, Rod Conard

Meeting called to order 6:33 PM by Brian Smith

#### 1. Public Comments - none

#### 2. Approve Minutes from previous Nov 12th and Dec 3rd meetings

Ken Harbison made a motion to approve the Nov 12, 2014 minutes, 2nd by Heather MacDonald, 10 were in favor, 0 opposed, 1 abstained, so moved.

Ken Harbison made a motion to approve the Unscheduled Public Board Meeting of Dec 3, 2014 minutes, 2nd by Kent Glossop, 10 were in favor, 0 opposed, 1 abstained, so moved.

Ken Harbison made a motion to approve the Unscheduled Closed Session Board Meeting Sealed minutes of Dec 3, 2014, 2nd by Kent Glossop, 10 were in favor, 0 opposed, 1 abstained, so moved.

#### 3. Policy:

- **JICC - Student Conduct on School Buses**

This is an "R" coded policy which means *recommended*. ASD Administration requested this policy be addressed. *2<sup>nd</sup> reading.*

- **IFA - Instructional Needs of Students with Different Talents**

This is a "P" coded policy which means is contains content *required by law*. *2<sup>nd</sup> reading.*

- **IHBAA - Evaluation Requirements for Children with Specific Learning Disabilities**

This is a "P" coded policy which means is contains content *required by law*. *2<sup>nd</sup> reading.*

- **LEB - Advanced Course Work/Advanced Placement Courses**

This is a "P" coded policy which means is contains content *required by law*. *2<sup>nd</sup> reading.*

Heather MacDonald made a motion to approve the consent agenda policies from the Nov 12th board meeting; seconded by Ken Harbison, approved. no opposed, so moved.

Policy BCA School Board Ethics Policy and and BCA-R (board signature agreement form) was sent out prior to the board meeting by Chairman, Brian Smith. Brian Smith has asked that all board members review this policy and complete BCA-R (handed out at the meeting) in order to update their record to comply with this policy while serving on the ASD Board of Trustees.

#### 4. Items of Board Business

- a. Board Chairman ( Brian Smith) no additional comments
- b. Board Treasurer (Kim Lavallee) See attached reports emailed prior to mtg reports the Budget Update - Finance report sent out, all on track

Link for November Balance Sheet:

[https://mail.google.com/mail/u/0/?ui=2&ik=bd938e7d32&view=att&th=14a34d167304a572&attid=0.1&disp=inline&realattid=f\\_i3iuqpt10&safe=1&zw](https://mail.google.com/mail/u/0/?ui=2&ik=bd938e7d32&view=att&th=14a34d167304a572&attid=0.1&disp=inline&realattid=f_i3iuqpt10&safe=1&zw)

Link for Profit and Loss Stmt:

[https://mail.google.com/mail/u/0/?ui=2&ik=bd938e7d32&view=att&th=14a3a67ab5faa491&attid=0.1&disp=inline&realattid=6296e7d32fd3a049\\_0.1&safe=1&zw](https://mail.google.com/mail/u/0/?ui=2&ik=bd938e7d32&view=att&th=14a3a67ab5faa491&attid=0.1&disp=inline&realattid=6296e7d32fd3a049_0.1&safe=1&zw)

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

- a. Director's Report sent via email to all board mbrshp for Dec 2014.

[https://docs.google.com/a/asdnh.org/document/d/1HElt3SAkyel9u5MGIUwX9pi7CrRWu0ZV0umdJslZjog/edit?usp=sharing\\_eid](https://docs.google.com/a/asdnh.org/document/d/1HElt3SAkyel9u5MGIUwX9pi7CrRWu0ZV0umdJslZjog/edit?usp=sharing_eid)

Additional items:

- FOCUS software issue has delayed applicant data output for report for tonight, however, the issue is being sorted out. Generally ASD is fairly satisfied with Focus overall.
- Admissions status:
  - The admissions lottery will be coming up at the end of January. Deadline met for applications for 2015-2016 but overall we seem to be down 40 applications from last year; this will be addressed by Strategic Planning if this becomes a concern.
  - Steady attrition rate is predicted at this time, Kent Glossop asked if Jenn Cava can get any data on the more students going thru ASD middle school and leaving for a different high school, private or public, for review of the Strategic Planning Committee.
- Additional projects:
  - Redesigning of the school website, purchase main page template.
  - Creating a new page on the website, AlumNet for ASD Alumni and will be working with ASD Alumni, Dominique Daedekin while she is on winter break from Dartmouth

#### 5. Faculty and Student Affairs

- a. Faculty Report (Patricia Sockey)

Patricia spoke on the recent teacher's workshop and student successes with club activities.

- b. Student Body Report (Carolyn Marquis)

- ASD Yule Ball had over 100 attendees very successful event
- Jr and Sr class doing a Secret Santa
- Early acceptances to UVM and UNH so far and early apps looking for info in Dec
- Prom is planned at Alpine Grove for late May

#### 6. Committee Reports

a. Finance (David Alukonis), nothing to report

b. Outreach (Matthew Southerton)

Matt Southerton distributed a handout on a draft letter for the ASD Tax relief seeking mission from the City of Nashua. More to come at the next board meeting. He also reported there is much activity up at the state house due to the recent elections and there 3 areas of concern he would like some input on from the board for upcoming votes and meetings that will be occurring. The areas of concern are:

1. New policy change being discussed that will require a Charter School to notify another district's **school board within 10 days** of knowledge of a student admission.
2. New language being discussed for charter school renewals; they seem to be increasing administrative reporting forecasting an increase workload.
3. Request to meet with Jenn Cava, Heather MacDonald and Greg Czuba about 6 new policies that are coming up and their input on these topics.

Matt Southerton will be meeting with DOE auditor, Caitlan Davis, wants to get together with ASD for enrollment numbers. He asked if the board would prefer a focus on funding increases that were based on a flat increase or chained to a formula on a per pupil increase. The discussion was had that the cost of educating a student has steadily increased over the years and shows an upwards trend. It was felt any increase was worth a discussion and how that came about was not as much a concern as just getting that established would be an accomplishment.

Jenn Cava commented that one concern she has is the Charter School Dashboard proposal. This program brings forth substantial workload that may be overwhelming.

David Alukonis confirmed any budgetary legislation will be in effect for July 1, 2015.

c. Personnel (Kim Lavallee)

Kim Lavallee reported the committee met and established a meeting schedule for the year. The committee is meeting tomorrow 8am and will be reviewing policies that are in the queue from last year as well as focusing on the contracts and whether they need updates. Policies should be available for the next board meeting.

d. Policy (Craig Czuba, not avail this evening)

Heather MacDonald spoke on behalf of the policy committee stating policies are being worked on and will be brought to next board meeting.

e. Strategic Planning (Kent Glossop)

Reported last meeting was centered around the accreditation process and whether ASD should pursue accreditation this at this time. Ms. Dumoski presented on the topic and the committee discussed whether it would be advantageous to start this process this year. After careful consideration there are many facets that must be accomplished in this process and accomplishing those requirements is not feasible at this time. The committee do not recommend pursuing the accreditation for the coming year. Taking on this project requires an enormous amount of administrative work and expense. Resources and corrective measures with regard to curriculum and building space use would have to be carefully orchestrated to fulfill the requirements necessary to comply. A consideration was made to only

pursue this for the high school and not the middle school, but it was stated that cost would be no different to process one or both the high and middle schools. It was noted that approx 25% of the NH schools are accredited. The committee said they are committed to revisit this at a later date and would need to see the tangible benefit to pursue this.

Jenn Cava suggested the many things that faculty and staff can do now to help us get closer to being able to pursue this accreditation in the future. She will also investigate whether the accreditation team would understand the charter school model as there are no accredited charter schools at this time.

Heather MacDonald asked if the committee would consider action to investigate areas such as are the universities and colleges looking at the college applications differently with regard to whether ASD carries accreditation status.

## **7. Next Meeting**

a. Wed, January 14, 2015, at 6:30pm

b. Agenda items

- Update on ASD Tax Abatement Request Ltr- Outreach
- Smarter Balance Testing - Jenn Cava

HB made a motion to adjourn at 7:20 pm 2nd by Heather MacDonald, all in favor, so moved

Respectfully submitted,  
Heather Bobbitt  
Secretary