

Academy for Science and Design (ASD)

Board of Trustees Meeting Minutes -November 11, 2015 (Approved 12/9/15)

doc ref: 2015-NOV-11 ASD Board Minutes

Board Members Present (12): Peter Bewley, Heather Bobbitt, Rod Conard, Gregory Czuba, Dr. Michael Diffily, Kent Glossop, Dr. Karen Graham, Kim Lavallee, Heather MacDonald, Brian Smith, Matt Southerton

Board Members Absent (1): David Alukonis

Non-Voting Members Present (3): Jennifer Cava, Patricia Sockey, Tabor French

Others in Attendance: Peter Savo

Meeting called to order 6:34 PM by Brian Smith

1. Public Comments - none

2. Approve Minutes from previous meeting

Kim Lavallee made a motion to approve the October 14, 2015 minutes, 2nd by Peter Bewley, all were in favor, so moved.

3. Policies

No policies were brought forward.

4. Items of Board Business

a. Board Chairman (Brian Smith)

1. Brian Smith discussed the need to assemble a Board Search committee in order to evaluate the needs and skills that would benefit the Board makeup. Rod Conard volunteered to chair the Board Search Committee.
2. Brian Smith asked for the formation of a Building Committee to address the strategic planning of the long term stability of ASD, affordability to pursue a building purchase and to investigate investors, loans and the solicitation of donations.

Dr. Karen Graham joined the meeting at 6:47pm.

Discussion was that Jan 2018 will be a critical time for lease renewal. This Building Committee will start the initial research. Brian Smith has volunteered to chair this committee, additional Board members who have asked to participate on this committee are Kim Lavallee, Heather MacDonald, Peter Bewley, and Rod Conard.

b. Board Treasurer (Kim Lavallee)

Kim Lavallee reports ASD's 2014 Tax returns are completed, signed and sent out. The Treasurer will have them available to see at the December Board Meeting. The Finance reports, Profit and Loss, as well as, the Balance Sheet were sent out prior to tonight's

board meeting, all is on track. This link shows those reports:

https://mail.google.com/mail/u/0/?ui=2&ik=bd938e7d32&view=att&th=150f30772dd333bb&attid=0.1&disp=inline&realattid=f_igtte4jw0&safe=1&zw

5. Director's Report (Jenn Cava)

Director's Report-November 2015

Jenn Cava has sent her report out to the Board prior to tonight's board meeting

https://docs.google.com/a/asdnh.org/document/d/1-AZlrqeY7p6xYGwjFy2nx8qPNi1Kz7HjiO2zwQEWNQ/edit?usp=sharing_eid&ts=563b965e

a. Jenn Cava stated there was an announcement from the DOE with regard to the recording of students by audio or video at ASD, Establishing the need to have express parental permission on file, which we have thru the Beginning of Year form. Also, there is the indication that the Board needs to expressly approve annually.

Kim Lavalley left the meeting at 7:05pm

Greg Czuba made a motion for ASD Board to approve the ASD staff and administration to utilize audio and video recording during the instructional day of students under the teacher's direction with written permission from the parent from the BOY form for 2015-16, 2nd by Kent Glossop, all were in favor. so moved.

b. Mrs. Cava continued her report that our Admissions has been strong with 18 applicants for 9th grade next year. She also reported very little movement in the student's' change of mind in middle school only vs graduation tracks.

c. Smarter Balance will be announced tomorrow for the State of NH. These are the results of the tests taken last year. All students who participated at ASD will receive their results in school and will be asked to share them with their parents.

d. Mrs. Cava has been able to start some project tracking with staff by using a new software called Asana; she is very encouraged to be working with the staff on this communication resource.

e. Mrs. Cava reports that Amy Bewley has been able to get every ASD student a Nashua Public Library card; this has given many students access to research and resources on the internet that they otherwise would have to pay to access, and they are applying it to their projects. This resource is especially helpful with the learning studios and senior projects.

f. Student Progress Reports are out and currently reporting 253 students have all A's and B's; Mrs. Cava is working with management to fine tune the stats and looking at data.

g. Peer tutoring program is underway; approx 25 juniors and seniors are working with other kids.

h. Site Administrator training for the new school website is scheduled for 11/12. The objective will be to bring it live in 2016, announcing a new face for ASD. Heather MacDonald will be the Board representative.

i. Annual Fund is moving along very well. Fidelity Stock was sold.

j. Jennifer Cava is the "Face of STEM education" on the "It" list, which will be announced in the December 2015 NH Magazine.

6. Faculty and Student Affairs

a. Faculty Report (Patricia Sockey)

1. Amy Bewley - ASD seniors Brian Apple and Tony Edvalson (who made the pitch to the judges and won their vote) won the Seacoast New Hampshire Startup Competition as well as the people's choice award last week which awarded the PickUp Patrol team (which includes Brian and Tony as well as Souhegan High School student Rylee Noorda) more than \$40,000 in cash and prizes. PickUp Patrol is a nationally recognized web application that simplifies the school dismissal process. The app uses cloud-based software to connect parents with the main office at their children's school and eliminates the need for phone calls or handwritten notes. The idea won recognition early on, taking the Gold Medal in the Christopher Columbus Awards, a national STEM competition, followed by an invitation to Washington, D.C., for the White House Science Fair and continues to impress everyone. The faculty at ASD is very proud of both of these hard working students for their success.

2. Rebecca Patterson -

We had a great time on the Plimoth Plantation field trip with the 8th graders! They were so well behaved!

3. Madge Smith -

- Dyn Hack-a-Pooluza - 2 teams attended, 3 students each. We didn't place in the top 3 teams but it was great opportunity for the students to tour a company. Dyn is very supportive of STEM education and is on a mission to promote and support a NH workforce in STEM. Might be worth contacting Ali Rafieymehr again - might want to leave this point to Jenn. I have discussed it with her. He visited ASD once with Thomas. Dyn ended up donating 100K to Manchester school and I think he tried to open a STEM school in Manchester. Might be a touchy subject. But when I spoke to him he seemed a decent sort and he certainly knows how to get people to donate money to his causes.

- Hoping to start after school coding club to continue to grow ASD's CS program

- December SPARK - Hour of Code - National/International event. Our 3rd year participating. We are focusing on the middle school students but my higher level CS students will be participating by mentoring the HOC sessions.

4. From ASDEF –

Join us at the Nashua Barnes & Noble on Monday, November 16 for ASDEF's annual Book Fair! Come by the store anytime between 4:30-7:30 for a fun evening. We'll have a mini-maker space, free giftcard giveaway drawings, and of course, books! Make a teacher's day by donating a book from their wishlist, give a favorite story to the school library, get a jump on your holiday shopping, treat yourself to something from the cafe, or just pick up your own next great read, all while supporting ASD's extracurricular programs. We'll see you there!

5. Angela Cooper –

Miss Cooper has started Donor's Choose project to help improve the technology resources in her classroom. classroom, and try make the student's learning a more exciting and interactive experience. The link to her project can be found here: [STEM Projection!](#) If you donate by Nov. 13, 2015, your donation will be doubled thanks to DonorsChoose.org!!! Just enter the code SPARK on the payment page and you'll be matched dollar for dollar (up to \$100). This promotion is only in effect for ONE WEEK, so please use the code and we can get Miss Cooper's project complete for half the cost!

6. Coach Valin –

The ASD XC Team had another impressive year. The boys team placed 2nd at the Tri-County Division 3 Championship, losing in a close race with Hampstead which has 200 more students than ASD. The boys team then went on to have an impressive showing at the Londonderry meet, finishing 7th in a field of 35 teams, beating many schools that are 2x+ our size. The girls team showed much improvement from the start of the year and should have a very strong team in 2016.

7. Patty Sockey –

The Humanities III students went on their 3rd Annual Transcendental Tour of Concord Massachusetts to see where some amazing literature, forward-thinking philosophy, and unforgettable history happened in the early development of our country. After reading Emerson and Thoreau, we toured Emerson's house, visited Walden pond and hiked to the site of Henry David Thoreau's tiny house (before they were popular!!!), and ate lunch on the shores of Walden Pond as we all became one with nature. As an added bonus, it was 80 degrees and sunny, so many of our students dipped their feet into the infamous spring-fed pond. What's really cool is that the Emerson House (still owned by the Emerson family) closes to the public mid-October, but they were so impressed by our group of kids from the past 2 years, that they opened up just for us.

Patty Sockey, Doug Belley, and Amy Bewley have coordinated with the Nashua Public Library to obtain library cards for all of our juniors in the learning studios program, and all of the seniors working on their senior projects. These library cards allow the students to access the most up to the minute data and research from a large number of online databases right through the library's main page. This enables our students to have free access through what was previously a "pay wall barrier" preventing them from accessing many things.

b. Student Body Report (student rep)

1. Fall Festival and High School dance very successful
2. Middle School did not sell enough tickets so their dance was cancelled.
3. Students have complained about the congestion in hallways, especially the back hallway, there are many factors including rolling backpacks. Traffic flow problem is being studied as a senior project.

4. TSA Verizon Challenge underway, competition on Friday; team preparing
5. First LEGO League coming up shortly
6. Many after school activities

7. Committee Reports

a. Finance (David Alukonis) David Alukonis was unable to be here tonight, however, during their last meeting, the committee went over the 990, began to address the increase in funding, they looked at options and will work in conjunction with Strategic Planning for the March budget so we will be prepared for the April hire schedule.

b. Outreach (Matt Southerton) the committee met, grant inquired will send

1. Tax issue for ASD is in a holding pattern right now. Should ASD use the mechanism

put in place to put a motion on the ballot to allow a 90% reduction abatement.

Submission must be submitted in early January/February for the March ballot.

2. Current legislation: 5 bills pertaining to Charter School in the queue. Teacher qualification and busing are areas being discussed as well as governing Charter schools, how Boards are enacted, and establishing a Charter School representative at the DoE.

Discussion was had with regard to private schools such as BG, that get Nashua students bused for free. Also there is information that Hollis is working on pursuing dissolving the Hollis/Brookline school alliance.

c. Personnel (Kim Lavallee) Kim Lavallee left the meeting early. Heather MacDonald stated the last meeting was postponed.

d. Policy (Greg Czuba) Greg Czuba stated their committee will meet next Thursday. They are reviewing approximately 7 policies, with three drafts in queue.

e. Strategic Planning (Peter Savo) Peter Savo said their committee met with staff and parents recently on the cross functional core planning team. They established that the Core Strategic Planning Team must commit to a block of time to move forward and resulted in 13 Core Team volunteers and Support Team volunteers. Approximately 5 core team members are faculty, 5 are from Strategic Planning members, and 5 are parents.

8. Teacher/Staff Suggestion Box

Brian received a new suggestion that asked for flexibility with regard to the last period study by allowing staff to leave for appts at 2:30pm and that all staff and faculty should sign out and in if they will be gone for more than 1 hour. Issue has been this time is and established planning period of 90 minutes, and how some members are using this time is the concern.

Dr. Diffley inquired should a suggestion be more appropriate for a certain department that they would be handed off to the most appropriate division versus each suggestion being discussed at the Board meeting.

Brian Smith replied that he introduced the suggestion box as a way to promote open communication, as a way for the staff to be able to bring their suggestions anonymously to the Board. Original intent was to encourage feedback and communications.

Greg Czuba suggested Brian Smith screen and distribute the suggestions.

9. Next Meeting

a. Wed, December 13, 2014, at 6:30pm

b. Agenda items

Finance, Personnel and Policy committees will be bringing policies they have approved f to the December Board meeting for 1st reading.

Greg Czuba made a motion to adjourn at 8:10 pm, 2nd by Heather MacDonald, all were in favor, so moved.

Respectfully submitted,
Heather Bobbitt
Secretary