

Academy for Science and Design (ASD)

Board of Trustees Meeting Minutes -FEBRUARY 10, 2016 (Approval 3/9/16)

doc ref: 2016-FEB-10 ASD Board Minutes

Board Members Present (10): David Alukonis, Peter Bewley, Heather Bobbitt, Rod Conard, Gregory Czuba, Dr. Michael Diffily, Dr. Karen Graham, Heather MacDonald, Brian Smith, Matt Southerton

Board Members Absent (2): Kim Lavallee, Kent Glossop

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

Others in Attendance: Kym Harmon, Amy Bewley, AnDrew French, Rebecca Lacourse, Jag Vootkur

Students and Families in attendance for the TSA Best in State Challenge award ceremony:

Gillian Doyle, Bonnie Doyle

Jhansi Raja, Jigar Raja, Rupa Raja

Jayalakshmi Seyyadri, Tulasi Reddy, Karuna Seyyadri

Anamika Usman, Handoula Usman

Anna Mathew, Mary Mathew

Priya Shokeen, Amit Shokeen, Priti Shokeen

Rebecca Zhu, Wen Zhu

Meeting called to order 6:36 PM by Brian Smith

1. Public Comments - none

2. Approve Minutes from previous meeting

David Alukonis a motion to approve the January 13, 2016 meeting's minutes, 2nd by Rod Conard, all in favor, so moved.

3. Consent Agenda- no report

4. Policies Brought Forward

- a. Policy Committee (Greg Czuba)

JKAA: Restraints - 2nd reading

David Alukonis made a motion to approve JKAA: Restraints, 2nd by Peter Bewley, all in favor, so moved.

5. Items of Board Business

- a. Board Chairman (Brian Smith)

Brian Smith presided over the **Awards Recognition congratulating our two Best in State winners in the Verizon Innovative App Challenge** tonight (along with advisors Rebecca LaCourse, AnDrew French and Jag Vootkur).

- a. Two teams from ASD who were each chosen in their respective categories (Middle School and High School) as the Best in State winners in the Verizon Innovative App Challenge. Over 1,200 nationwide entries were received in each category for this highly competitive contest. This prestigious competition, created by the Verizon Foundation in partnership with the Technology Student Association four years ago, aims to interest students in STEM. As Best in State winners, each team won a \$5,000 grant for ASD (\$10,000 total) as well as mobile tablets for every team member.
- b. These teams (along with 8 other ASD teams) were mentored by teachers and TSA advisors Rebecca LaCourse and AnDrew French as well as ASD parent Jag Vootkur who is the founder of Kudos Wall.
- c. The high school team, consisting of members Gillian Doyle, Lindsey Koczalka, Meera Kurup (formerly of ASD, now at Bishop Guertin), Jhansi Raja, Jaya Seyyadri, and Anamika Usman won for their concept of an app designed to help graduating college students learn how to be adults. The app contains "How To" videos and instructions addressing basic issues facing young adults as they enter the workforce, including how to do well in a job interview, how to open a bank account, how to do simple taxes, manage a budget, buy a car and getting a mortgage, can be downloaded and viewed at any time. App called How to Adult.
- d. The Middle School Team consisting of 7th graders Grace Conard, Ellena Dimotrova, Anna Matthew, Priya Shokeen, and Rebecca Zhu won for their app which app addresses under funding of public schools, particularly public STEM schools such as ASD. It then offers fundraising opportunities in conjunction with local businesses and community organizations in which students earn school donations by correctly answering various academic questions. Their App is called MINDSPAWN

b. **Board Treasurer** (Kim Lavallee out)

Treasurer's Report: David Alukonis speaking on behalf of Kim Lavallee, The Balance Sheet and Profit & Loss were sent in advance. Reports indicate ASD continues to be in a good cash position and doing well on the expense side.

1. Balance Sheet:

https://mail.google.com/mail/u/0/?ui=2&ik=bd938e7d32&view=att&th=152c7941529f1148&attid=0.1&disp=inline&realattid=f_ikfticg50&safe=1&zw

2. Profit&Loss :

https://mail.google.com/mail/u/0/?ui=2&ik=bd938e7d32&view=att&th=152c7941529f1148&attid=0.2&disp=inline&realattid=f_ikftjthd1&safe=1&zw

6. Academic Calendar 2016-2017

https://docs.google.com/a/asdnh.org/spreadsheets/d/12c_1_ip7JMj04sje5qQSu8LrEG7nlhCwHzJ3FMViRc/edit?usp=sharing_eid&ts=56b49f4c

Heather MacDonald made a motion to accept the 2016-17 Academic Calendar, 2nd by Greg

Czuba, all in favor, so moved.

7. Program of Studies (POS) 2016-2017

Stephanie Dumoski, Dean of Academics, sent out the Program of Studies out to the Board in advance. The Board did not need further clarification nor had any further questions.

Peter Bewley made a motion to approve the Program of Studies, 2nd by Heather MacDonald, all were in favor, so moved.

8. Staff Proposal for 2016-2017/Expansion/Renewals (Kim Lavallee not present)

David Alukonis is speaking on behalf of Kim Lavallee this evening. He reports the finance committee concurred with the personnel committee on total additional monies for the salary budget and funding of the new positions which is an additional \$167,693. The budget is in line to fill these administrative request.

Director, Jenn Cava, spoke to the expansion of teaching staff for the 2016-17 school year in order to accommodate the student enrollment for the following additional teaching positions:

- 1 FT Science teacher,
- 1 FT Humanities teacher,
- 1 PT Spanish teacher,
- 1 PT Math/or distribute math classes to current teachers with stipend outcomes.
- Expand offerings in Physical Education for the 1.5 additional PE credits needed for graduation requirements for students in house.

Brian Smith departed at 7pm, Heather MacDonald is acting Board Chair for the remainder of the meeting.

Dr. Diffley made a motion to approve the additional funds and positions for the 2016-17, 2nd by Matt Southerton, all are in favor, so moved.

David Alukonis finished with noting that Teacher Renewals will be addressed at the March 2016 meeting.

9. Director's Report (Jenn Cava)

- a. Director's Report sent prior to tonight's board meeting

https://docs.google.com/a/asdnh.org/document/d/1XFd02LxLaxY_vAY4_kzS1AvKITIWbUli2ahM2UjTgOQ/edit?usp=sharing_eid&ts=56b4c5e9

Summary:

1. New ASD **website**.
2. **2016-17 Lottery is complete**, 1st enrollment offers scheduled for mid April 2016.
3. **Student transfers from ASD** from 8th grade to other high schools are showing similar

stats to prior years. This is **more predictable with the students communicating their track choice.**

4. **Honor roll student stats** have been shared
5. NH Dept of Education nominated **2 US Presidential Honor Scholars**, Congratulations to seniors, **Courtney Bond and John Williams** for this prestigious award. The Presidential Scholars Program was established in 1964 by Executive Order of the President of the United States to recognize and honor our nation's most distinguished graduating seniors. Out of all of the submissions, the NH DOE picks one male and one female senior to nominate. We are very proud that the two students that they chose to submit come from ASD.
6. Congratulations to **Karen Legault and the student team for 1st place honors at the 33rd Annual Southern New Hampshire Regional MATHCOUNTS** competition.
7. Congratulations to Junior **Justin Yeung** was chosen to receive the **Emperor Science Awards**. As an award recipient, Justin has now been partnered with an esteemed mentoring scientist to collaborate on an 8-12 week cancer research project. Specifically, he will collaborate with Joseph Leveque, M.D. Chief Medical Officer at EMD Serono, Inc.
8. **David Schoneman**, Nashua Alderman, came to **visit the school.**
9. **Spring Gala 2016, April 8th**, ASD is actively looking for donations for the auction, gift certificates or sponsor to be placed on banners. The event itself costs approx \$3,000. Tickets are open to the public. Historically the Gala has raised approx \$8,000, but we would like to keep the participation going to grow this event over time. Tickets are available for sale, see the front desk for assistance. Goal is to reach over 100 attendees for this auction fundraising event.

David Alukonis suggested creating a donation from the Board to create a basket, i.e. suggested wine basket. Board members have been asked to bring in their donations and Heather Bobbitt will assemble the Board auction contribution for the Spring Gala.

10. **NHPCSA 2016 Best Practices Conference on Friday, March 18th at The Birches Academy in Salem, NH.** This event creates the perfect opportunity to come together to share success stories, collaborate on challenges, develop stronger relationships, and focus on advancing the growth and development of Charter schools across the state.

5. Faculty and Student Affairs

a. Faculty Report (Patricia Sockey)

1. **Senior Lowenthal** requested a copy of the 2016-2017 calendar once approved in order to continue **planning the Costa Rica trip for 2017.**
2. 11th grader, **Brin Harper**, was selected as a **2015-2016 winner of the National Center for Women & Information Technology Award** for Aspirations in Computing which recognizes winners for their computing-related aspirations and for their demonstrated aptitude and interest in computing; solid leadership ability; good academic history; and plans for post-secondary education
3. The **winner of ASD's Poetry Out Loud competition** was sophomore

Carolyn S. and the **runner-up** was sophomore **Connie N.** Regional Semi-Finals taking place March 7, 2016, at Southern New Hampshire University in Manchester. Thank you to Mr. Jenkins for coordinating this important arts program at ASD.

4. ASD took first-place honors at the 33rd Annual Southern New Hampshire Regional MATHCOUNTS competition on Jan. 20th. The winning team was coached by math teacher **Mrs. Legault** and **parent volunteer Mr. Long**

b. Student Body Report (Tabor French)

1. **TSA Conference in 17-18 March Bartlett, NH Attitash, State Conf;** ASD representing 70% of the group.
2. **Student Council's Annual Lock In,** raised funds for 2016-17 Fall Festival, was successful; faculty support was overwhelming
3. **Blizzard Bash Game Night/Dance Social scheduled March 11**
4. **ASD Spirit Week** - Highest participation will be vying for a Popcorn party
5. **College acceptances** coming in regularly, lots of excitement....

6. Committee Reports

a. Facilities (Brian Smith) not present

Rod Conard spoke on behalf of Brian Smith. Tom Farrelly, who has been instrumental in ASD facility finding from its earliest inception, attended their latest meeting and commended this group for working towards a solution for location sustainability. This committee has been diligently working on looking at what facility options it can gather data on as well as narrowing down the factors necessary to refine a target building should the opportunity present itself. Kim Lavallee has led the work on discussion with lenders, as well as, keeping options open with the Tamposi Group, our current landlords, regarding long term lease discussions for the current building. The Tamposi Group will present their proposals in March as the committee is looking at all long term options for sustainability.

b. Finance (David Alukonis)

David Alukonis stated most information was previously discussed. Next meeting is at ASD on Feb 19 @ 8am , discussion will focus on the 2016-17 Budget

c. Outreach (Matt Southerton)

1. Update - Board of Education

Today, 2/10 the Executive Council confirmed two current members of the BOE to new four year terms. Cindy Chagnon - Member at large & Helen Honorow - Representing district 5

2. Update - Legislation

- a. **HB1351** - AN ACT relative to the laws governing chartered public schools. Status - House voted ITL.

- b. Next Week (2/16) there will be an executive session on two bills relating to charter schools.
 - i. **HB 1120**, relative to teacher qualifications at charter schools-This bill would require that all charter school teachers possess a NH teaching credential
 - ii. **HB 1456**, relative to chartered public school boards- This bill would require that Governor and Council approve each member of a charter school board of trustees.

d. **Personnel** (Kim Lavalley not present)

David Alukonis reported on behalf of Kim Lavalley, the committee worked on new staffing for 2016-17 with 5 year projections for sustainability. Next month it plans to address contract renewals for teachers and the Director. Meeting scheduled:

e. **Policy** (Greg Czuba)

Greg Czuba reports there have been many policies moved forward and 5 policies are in the queue such as the Admissions policies which may involve Charter changes, Social Media policy and Conflict of Interest policy to name a few. Next meeting is Thurs, Feb 18.

f. **Strategic Planning** (Peter Savo not present)

Rod Conard reports the committee continues to meet Mondays at length. April Board meeting is the goal to update the Board on their revenue enhancement ideas.

g. **Trustee Membership** (Rod Conard)

Rod Conard will be emailing committee to start the process. March will be the goal for the first meeting.

7. Next Meeting

- a. Wed, March 9, 2016, at 6:30pm
- b. Recommended Agenda items

[Heather Bobbitt made a motion to adjourn at 7:55pm, 2nd by Peter Bewley,](#)

Respectfully submitted,
Heather Bobbitt
Secretary