

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

Board of Trustees Meeting Minutes -DECEMBER 14, 2016 (Approved 1/11/17)

doc ref: 2016-12-14 ASD Board Minutes

**Board Members Present (8):** Peter Bewley, Heather Bobbitt, Rod Conard, Gregory Czuba, Kent Glossop, Dr. Karen Graham, Heather MacDonald, Matt Southerton

**Board Members Absent (3):** Brian Smith, Kim Lavallee, David Alukonis

**Non-Voting Members Present (3):** Jennifer Cava, Sarah Frischknecht, Fiona Doyle

**Others in Attendance:** Amy Bewley

Meeting called to order 6:38 PM by Heather MacDonald

### **1. Public Comments - none**

### **2. Approve Minutes from previous meeting**

Matt Southerton made a motion to approve the November 9, 2016 meeting's minutes, 2nd by Peter Bewley, all were in favor, so moved.

### **3. Consent Agenda - none**

### **4. Policies - none**

### **5. Items of Board Business**

a. Board Chairman: Heather MacDonald is reporting from Brian Smith

#### 1. FLSA (Fair Labor Standards Act)

Last month, the Personnel Committee briefed the Board on a change to the FLSA (Fair Labor Standards Act), effective 12/1/16, that would impact overtime pay for certain employees, and indicated a motion would be forthcoming by email. That would then be ratified at today's meeting.

That email vote took place and passed, however, on 11/22/16, the pending change was blocked by a federal judge. The Personnel Committee notified the Board by email and a new motion was made and seconded to table the previous motion. That motion was not fully voted on, so it is asked we address that accordingly.

Heather Bobbitt made a motion to table the FLSA related motion, that the Board passed by email in November, which was planned to be ratified at the December 14th Board meeting, as it is no longer relevant, 2nd by Greg Czuba, 7 in favor, 1 recused, Peter Bewley, so moved.

Kent Glossop arrived 6:45pm

b. Board Treasurer (Kim Lavallee) not present. No report delivered, however it is duly

noted the November Financials will be delivered for the January 11, 2017 Board Meeting.

## **6. Legislative Update - Charter Schools and Property Taxes** ( Matthew Southerton)

Open: Asked Matthew Southerton for his notes to be emailed; will add them into the January minutes when they are received. The reporting was of the current political climate at the State of NH on this day.

## **7. Director's Report** (Jenn Cava)

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

[https://docs.google.com/a/asdnh.org/document/d/1sqqHJUpo2-Fv6aDAhcBIUVgfk-K7hjAnFIOAvvZ\\_k6E/edit?usp=sharing\\_eixpa\\_nl&ts=584afdc](https://docs.google.com/a/asdnh.org/document/d/1sqqHJUpo2-Fv6aDAhcBIUVgfk-K7hjAnFIOAvvZ_k6E/edit?usp=sharing_eixpa_nl&ts=584afdc)

- Admissions deadline passed
- IT update on hiring company to manage school's IT.
- Annual Fund December goal exceeded
- 1st Senior accepted to CalTech, waiting to hear on other applications

## **8. Faculty and Student Affairs**

- a. Faculty Report (Sarah Frischknecht)

1. Our math department head, Karen Legault, wanted to mention that we have tremendous participation in Mathcounts this year. This is a middle school math program. ASD participates in the Mathcounts competitions (last year, at the National Competition 2 of the 4 NH finalists were ASD students). Students attend Mathcounts meetings every Saturday from 2-4pm here at ASD. The school-wide MathCounts test will be administered on Saturday December 17th. More than 80 students are expected to participate in this test. The top 10 students will be representing ASD at the upcoming MathCounts Competitions.

2. The Granite State Challenge Team has made it to the tapings (meaning they be filmed for TV competing against another team).

3. Two ASD FLL teams won awards at the State tournament: Phoenix Fire for Programming Design, and AweSTEM for Project Research.

### School community building efforts include:

4. The sixth grade is heading to *A Christmas Carol* at the Palace Theater in Manchester. This is the sixth (!!!) time they have taken students to see the show and they are looking forward to it once again.

5. The Yule Ball was held on Friday, December 9th by StuCo. It was the most attended dance ASD has ever had (150+ students attending). This really demonstrates the great feeling of community that exists among the students here at ASD. (Also saw several former ASD students who came as guests. You could tell they really miss the

other students here.)

6. We're always looking for ways to help involve the students in the community and make them aware of ways they can serve others:

7. The Red Cross Club is co-hosting ASD's first blood drive on January 4th. The bloodmobile will be parked at Santander Bank. Our Red Cross Club is responsible for scheduling, coordinating, publicizing and baking snacks.

8. Some advisories are collecting food for the local food bank during this holiday season. Other advisories wrote encouraging notes on cards for a program called "Postcard PickMeUp" which distributes these cards to people in hospitals or nursing homes, etc.

b. Student Body Report (Fiona Doyle)

1. Senior Project Bibliographies due this Friday
2. Weather Launch attended
3. Seniors hearing back from colleges
4. Yule Ball successful
5. SPARK: more students are presenting

## 9. Committee Reports

- a. Facilities (Brian Smith) not present, nothing to report.
- b. Finance (David Alukonis) not present, nothing to report.
- c. Personnel (Kim Lavalley) met this month, reviewing current version of the employee contract to be sure it addresses all needed., Piloting a program include Personnel Committee members to attend interviewing of new hire candidates if administration is interested in any collaboration.
- d. Policy (Greg Czuba) met 2 weeks ago, finished a long list of policies over the last year. Peter Bewley created a spreadsheet to help prioritize the upcoming year..
- e. Strategic Planning/Outreach (Rod Conard) Looking at the ROI in summer school. Meeting 2nd Monday in January, then 1st Monday of the month thereafter.
- f. Trustee Membership (Rod Conard) Need to meet to evaluate people to replace past committee member, Dr. Michael Diffley.

## 10. Next Meeting

- a. Wed, January 11, 2017, at 6:30pm
- b. Agenda items
  - Peter Bewley (Policy Cmtee) to deliver the matrix.
  - Advisory Board

Greg Czuba made a motion to adjourn at 8:20 pm 2nd by Peter Bewley, all in favor, so moved.

Respectfully submitted,  
Heather Bobbitt

Secretary