

Academy for Science and Design (ASD)

Board of Trustees Meeting Minutes -JANUARY, 11, 2017(Approved 2/8/17)

doc ref: 2016-01-11 ASD Board Minutes

Board Members Present (8): David Alukonis, Peter Bewley, Heather Bobbitt, Rod Conard, Kent Glossop,, Kim Lavallee, Heather MacDonald, Brian Smith

Board Members Absent (3): Dr. Karen Graham, Matt Southerton, Greg Czuba

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

Others in Attendance: Kym Harmon, Amy Bewley, Eileen Banik

Meeting called to order 6:38 PM by Brian Smith

1. Public Comments - none

2. Approve Minutes from previous meeting

Peter Bewley made a motion to approve the previous meeting's minutes, 2nd by Heather MacDonald, 5 in favor, 3 abstained (Kim Lavallee, David Alukonis, Brian Smith), so moved.

3. Eileen Banik - request for special consideration for student lottery

Brian Smith made a motion for an exception to accept Eileen Banik's child for inclusion in the lottery, 2nd by David Alukonis, 7 not in favor, 1 abstained (Kent Glossop), not passed.

4. Consent Agenda - none

5. Policies - none

6. Items of Board Business

a. Board Chairman (Brian Smith) no additional report

b. Board Treasurer (Kim Lavallee)

Finance report sent out prior to tonight's Board meeting via email

Everything is as predicted, however, we did get unexpected \$40K parking lot repair for seal, strip, and crack fill. Kim Lavallee, asked if we can talk to landlord to remove the monthly parking lot capital reserve. Jenn asked if the Facilities Committee can approach Tamposi group regarding the \$200 increase in the management fee increase, listed in the contract at \$1000.

https://mail.google.com/mail/u/0/?ui=2&ik=bd938e7d32&view=att&th=1597126021d9108a&attid=0.1&disp=inline&realattid=f_ixksfvcw0&safe=1&zw

7. Advisory Board (Kent Glossop/Rod Conard)

Review of the concept of the Advisory Board requested, not much input received back by the

committee to date. Discussion on how to focus on goals and events.

Brian Smith suggested the Advisory Board be tabled for a year, looking for an event that can spearhead this move to create interest, it may be fundraising/social focused to draw out interested parties without a lot of time commitment.

8. 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/1Eoop7Suq2FUOIWI-Yy4YaQOj_hVlicnJXY0W6MnoTu4/edit?usp=sharing_eixpa_nl&ts=586fd006

- 521 is the current student enrollment. This number will be reviewed again after midterms at the end of January as generally ASD does lose a few students after midterms.
- Admission lottery today. Thank you to Amy Bewley for her efforts. Lottery is recorded and available for review.
- 1st MIT, Univ of Chicago, CalTech acceptance have been received by our seniors. April/May will bring in more info for college acceptances.
- IT company contracted is All Covered, on boarding will begin January 2017; this is a 1 year contract. There will be a dedicated engineer here 8 hrs/wk.
- Program of Studies, interested in adding some additional higher level electives for the seniors.
- New Periodic Table of Donors for the Annual Fund is creatively displayed on the wall outside the Director's office in the school lobby; current Annual Fund is 105K. Looking to get more to participate. Thank you Kym Harmon for creating and managing this donor display.
- ASD was contacted by Paul Collabria from the Nashua School District, for a copy of our DOE25 report; budget numbers in a format for the State of NH.
- The ASD Gala Fundraiser is scheduled to be held on April 7th.

9. Faculty and Student Affairs

a. Faculty Report (Sarah Frischknecht)

- New Hampshire Lobbyist Henry Veilleux was a guest speaker in Government and Civics on January 4th discussing the role of a lobbyist based on his thirty years of experience.
- Several of our faculty and staff have been working with the students on the spring musical "Into the Woods Jr" and we would like to invite you to attend. Performances are on Feb 2 through Feb 4 and tickets can be purchased at the front desk or at the door.
- In 6th grade – the teachers are having a guest speaker from the Nashua Public Library come talk to the students about database research and resources available to our students at the library. This is super helpful since our own library is less than ideal.
- ASD held its school spelling bee last week. The students spelled so well, we ran out of time, so three students will continue the competition after midterms. We are able to be a part of the Scripps National

Spelling Bee because of a generous parent donation. We will be sending our school winner to the state bee in Concord on Feb. 25.

- The Revolving Museum <http://therevolvingmuseum.org> has created a wall installation that focuses on projects involving youth and artists. ASD's Exploring Art students' Repoussé masks Project will be part of this installation! The installation will be exhibited at the Gallery Sitka at 454 Main Street in Fitchburg, MA <http://galleriesitka.com> and on display until February 5, 2017.
- Our blood drive was an amazing success (even though at the last minute the bank backed out of partnering with us)! We had about 24 people donate blood. This was very unusual for a new location. The Red Cross has already offered to make their bloodmobile available for another blood drive at ASD this school-year. Karen Legault is working to figure out if we can fit another blood drive in with everything else already scheduled. Thanks to the board for allowing us to move the blood drive to ASD parking lot on very short notice!
- The school-wide MathCounts test was administered at ASD on Saturday afternoon. Over 80 of our middle-school students have been training to sharpen their math skills by attending MathCounts meetings nearly every Saturday afternoon since early Fall. This school-wide test will be used to help select the 10 students that will be representing ASD at the coming MathCounts competitions. 59 students took the school wide test. 3 of the top 4 students are girls! Team members will be announced later this week. (Last year, we earned many awards at the regional and state levels, had 2 students compete at the national level, and Karen Legault earned the Coach's award for NH).
- The band teacher Jeff Jenkins has asked the administration about trying to get a third day of band in the budget for the 6th graders. There wouldn't be individual instruction, but the thought was to have one day for a 6th grade band and two days for an "Advanced" band. The Advanced band could include 6th graders if they were able and would be incentive for 6th graders to work hard and improve. It would also allow the band teacher to challenge the older students since the band would play more of a Junior High repertoire. This would also allow the band teacher to spend more time talking to the 6th graders about things only relevant to them.

b. Student Body Report (Fiona Doyle)

- Midterms are next week
- 1st full day of musical rehearsal today, Feb 3-4th, Into the Woods.
- Lottery happened this morning,
- Lit reviews due, so seniors working on their projects

10. Committee Reports

- a. Facilities (Brian Smith, nothing to report) will be meeting re: lease questions
- b. Finance (David Alukonis) all is good, Feb 3rd 8am
- c. Personnel (Kim Lavallee) met at 7:30, hiring timeline reviewed, ASD does not anticipate a lot of changes for the new year, prepping to bring needs to finance to help with the budget.
- d. Policy (Greg Czuba)
 1. Policy Matrix (Peter Bewley) ASD Completed policies compared to DOE list of topics that must be covered. Good news is there are a few holes that we need to meet and a few areas to update and review. Moving to fill

the 6 policies that need to be addressed in a more timely manner.

- e. Strategic Planning/Initiatives/Outreach (Rod Conard) met 1/9 and on the 1st Monday monthly thereon.
- f. Trustee Membership (Rod Conard) We are looking to replace Dr. Michael Diffley at this time.

9. Next Meeting

- a. Wed, February 8, 2017, at 6:30pm
- b. Recommended Agenda items
 - Program of Studies
 - Personnel/ Staff renewals

Kim Lavallee made a motion to adjourn at 8:20pm, 2nd by Peter Bewley. All in favor, so moved.

Respectfully submitted,
Heather Bobbitt
Secretary