

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

Board of Trustees Meeting Minutes -MAY 10, 2017 ( Approval @ 6/14/17 mtg)

doc ref: 2017-MAY-10- ASD Board Minutes

**Board Members Present (9):** David Alukonis, Heather Bobbitt, Rod Conard, Greg Czuba, Kent Glossop, Dr. Karen Graham, Heather MacDonald, Dr. Dan Moriarty, Brian Smith

**Board Members Absent (3):** Peter Bewley, Kim Lavallee, Matt Southerton

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

**Others in Attendance:** Amy Bewley, Matt Landel, Tina Landel, Josiah Landel, David Francoeur, Karin Francoeur, Joseph Sullivan, Karin Wood, Jolie Woodby, Dennis Woodby

**Special Student/Mentor Attendance:** (Team for Enable Project)

ASD Students: Owen Sullivan, Morgan Woodby, Sierra Landel, Justin Wood, Mitchel Francoeur, Jessica Meissner

Mentors: Madge Smith, Bob Kennett

### **Meeting called to order 6:32 PM by Brian Smith**

#### **1. Public comments**

There we no public comments

#### **2. Approve minutes from previous meetings**

- April 12, 2017 Board Meeting Draft Minutes

David Alukonis made a motion to approve the April 12, 2017 meeting minutes, Rod Conard 2nd the motion, all were in favor, so moved.

#### **3. Consent Agenda**

- Policy, IHAM- Health Education and Exemption from Instruction, 2nd reading/approval

Rod Conard made a motion to approve IHAM, 2nd by Heather Bobbitt, all were in favor, so moved.

#### **4. Items of Board Business**

- *Board Chair*

Brian Smith did not have comments for this agenda item.

- *Board Treasurer*
  - Budget update

P&L and Balance Sheet for Mar 2017:

[https://mail.google.com/mail/u/0/?ui=2&ik=bd938e7d32&view=att&th=15bda1112439b0de&attid=0.1&disp=inline&realattid=f\\_j2c89rsg0&safe=1&zw](https://mail.google.com/mail/u/0/?ui=2&ik=bd938e7d32&view=att&th=15bda1112439b0de&attid=0.1&disp=inline&realattid=f_j2c89rsg0&safe=1&zw)

David Alukonis reported on Kim Lavalley's behalf, our budget is on track and on target.

### **5. Enable Project - (Jenn Cava)**

Madge Smith delivered a powerpoint presentation, **A Hand for Harun**, which has resulted from an after school club, Enable which was introduced to ASD by Bob Kennett. Madge Smith, ASD's computer engineering teacher, took on the role of ASD Mentor to help see this project to fruition. The concept was launched at the October SPARK session; the challenge -- to make a prosthetic a hand using a 3D printer. A team of ASD students met during the October SPARK sessions and started an after school club in February to custom print and build this elbow controlled prosthetic hand. The 3D design files for the hand/limb came from the [Enable the Future](#) and [Team Unlimbited](#) networks. Ultimately, Harun is being presented with a custom, 3D digitally printed prosthetic hand from this group on Monday, May 15th. Harun is a 2nd grade boy from NH. The team of ASD students even incorporated a red/white and blue theme into the device as Harun is a Captain America fan. This custom designed hand took 22 hrs of print time, used approximately 184g of filament and can be made for approximately \$12.27 in material cost.

After the presentation was delivered, Mrs. Jenn Cava presented the student volunteers with certificates of appreciation for their contribution of time and efforts in this Enable project.

6:50pm Dr. Dan Moriarty joined the meeting.

### **6. Director's Report**

[https://docs.google.com/a/asdnh.org/document/d/1CFsSvOID5bfiHm7SCFgkC8i-wO6wncnK9bY0msNQ04E/edit?usp=sharing\\_eil&ts=590cc9d1](https://docs.google.com/a/asdnh.org/document/d/1CFsSvOID5bfiHm7SCFgkC8i-wO6wncnK9bY0msNQ04E/edit?usp=sharing_eil&ts=590cc9d1)

### **7. Faculty & Student Affairs**

- Faculty Report (Sarah Frischknecht)

From Nicole Manni: Thirteen ASD students gave new life to discarded kitchen tables and designed one of 10 unique installations throughout downtown Nashua that explore the value of sitting around the table for food, conversation, and so much more! ART ventures: Comeback Kitchen Table had its opening last Saturday. Students joined Mrs. Manni for three consecutive SPARK sessions under the direction of guest artist, Jerry Beck. ASD created a table where 6 people can sit, enjoy the metal tooling detail and hand-painted flora on the table. Those seated around the table are encouraged to touch, smell, taste (when edible) the live plantings accentuating the table which stimulates conversation. An opening reception, hosted by City Arts Nashua, was held in the newly renovated Chandler Memorial Wing of the Nashua Public Library on Saturday, May 6.

The actions last week to acknowledge teacher appreciation week were creative, fun, and appreciated by all of the faculty.

- Student Report (Fiona Doyle)
  - Senior Project's are finalizing for the SPARK session and presentations will be delivered to review panels starting on June 7th.
  - AP testing is underway

- Spring School musical, 25th Annual Putnam County Spelling Bee, ticketed performances are May 19-20, a special free performance is being delivered for the teachers and students for all who want to stay after school on May 18th.
- Prom went very well, very successful event at Alpine Grove
- Seniors accepted their college admissions

## 8. Committee Reports

- **Facilities** (Brian Smith)

The committee met Monday, went thru briefing for a proposal for a 35 lease/ 8.3M budget to fit out a new location. The committee will be looking at properties to see whether this is a viable option; this proposal has no down payment requirement. The committee will bring back their findings next month.

Dr. Dan Moriarity discussed speaking with a local contractor re: locations in Nashua and needs space restraints and usage details from Mrs. Cava in order to proceed. Dr. Moriarity will look into the use of urban tax credits and bring the results of this discussion to the next facilities committee.

- **Finance** (Dave Alukonis) Committee did not meet this past month, nothing to report.

- **Personnel** (Kim Lavallee)

Kim Lavallee not present, Heather MacDonald spoke in Kim's stead, the committee met and finalized the proposal for Director's annual review and contract which was emailed in advance to Board Members for review and is listed as item #9 on tonight's agenda.

[https://docs.google.com/a/asdnh.org/document/d/10Z03p-mL48ZAWdqjOGVNP9foggkBKirwjT7Bq4u5628/edit?usp=drive\\_web](https://docs.google.com/a/asdnh.org/document/d/10Z03p-mL48ZAWdqjOGVNP9foggkBKirwjT7Bq4u5628/edit?usp=drive_web)

- **Policy** (Greg Czuba)

Committee did not meet, however, they are working on The Acceptable Technology Use Policy and this one is generating a lot of conversation in its development, however there is a process in place that is covering us until this policy is vetted and approved by the Board. A policy on teaching about drugs and alcohol is being put on a fast track for development and the committee is working on an additional 4 policies.

- **Strategic Planning/Initiatives and Outreach** (Rod Conard)

May 1st next meeting, meeting again on the 15 May. Efforts being concentrated on marketing and community outreach.

- **Trustee Membership** (Rod Conard)

All current Board members are seeking to renew their terms with the exception of our Chairman, Brian Smith.

## 9. Directors Annual Review and Contract

Heather MacDonald reports for the Personnel committee this evening as they have been working on the Director's annual review and overviewing the contract. The committee presented their recommendations prior to tonight's meeting via email asking for any comments; no

comments were returned to Kim Lavallee prior to tonight's meeting. There are 3 motions needed to move forward.

Rod Conard made a motion to approve the 2017-18 contract terms, 2nd by Greg Czuba, all were in favor, so moved.

Greg Czuba made a motion to approve the 2017-18 updated goals 2nd by David Alukonis, all were in favor, so moved.

Rod Conard made a motion to approve the Performance Review, 2nd by Kent Glossop. All were in favor.

Kent Glossop inquired if we have any Board Members who are interested in the Chairman's position as the June meeting is the annual election of officers. Brian Smith indicated that Peter Bewley has expressed an interest.

#### **10. Next Meeting**

- Next meeting date, June 14, 2017
- Recommended agenda items
  - Annual Meeting- Election of officers, review and renew member terms and establish committees for 2017-18.

Dr. Dan Moriarity made a motion to adjourn the meeting at 7:42pm, 2nd by Kent Glossop, all were in favor, so moved.

Respectfully submitted  
Heather Bobbitt  
Secretary, Board of Trustees