

Academy for Science and Design (ASD)

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

doc ref: 2017-OCT-11 ASD Board Minutes

Board Members Present (9): David Alukonis, Heather Bobbitt, Rod Conard, Greg Czuba, Dr. Karen Graham, Kim Lavalley, Heather MacDonald, Dr. Dan Moriarty, Matt Southerton

Board Members Absent (2): Peter Bewley, Kent Glossop

Non-Voting Members Present (3): Jennifer Cava, Sarah Frischknecht, Tim Zumbo

Others in Attendance: Jess Golden, Amy Bewley, Stephanie Dumoski, Greg McKenzie

Meeting called to order 6:37 PM by Heather MacDonald (in Peter Bewley's absence)

1. Public comments There were no public comments

2. Approve minutes from previous meetings

- September 13, 2017 Board Meeting Minutes

Ron Conard made a motion to approve the Sept 13, 2017 meeting minutes, all were in favor, recused is Dr. Dan Moriarty, Dave Alukonis so moved.

3. Consent Agenda

- DCZ- Operating Reserve
- DGD - School District Credit Cards
- EBC - Crisis Prevention and Response
- GBEF - School District Internet Access for Staff
- GBEF- R -Acceptable Internet Usage Procedures - Staff
- JICL - School District Internet Access for Students
- JICL - R - Acceptable Internet Usage Procedures - Students

Heather Bobbitt made a motion to approve all items on the Consent agenda, all were in favor, so moved.

4 . Items of Board Business

- *Board Chair - (Peter Bewley is out of town, Heather MacDonald, Vice - Chair is covering this tonight)*
 - a. Vote to ratify 2016-17 Audit

Greg Czuba made a motion to approve the ratification of the 2016-17 Audit, all were in favor, so moved.

- b. Board Designated Funds

Discussion has been postponed to next month so that David Alukonis, Chair of Finance Committee can review this information.

- *Board Treasurer - Kim Lavallee*

P&L and Balance Sheet for August 2017:

https://mail.google.com/mail/u/0/?ui=2&ik=bd938e7d32&view=att&th=15ef327d3d88af11&attid=0.1&disp=inline&realattid=f_j8ga7djt0&safe=1&zw

Kim Lavallee reported a finalized copy of the August 2017 numbers will be available in the next 2 weeks with explanations as there are adjustments that have been made and clarifications to be made.

5. Field Trips

- a. June 19-20, 2018 NYC Tour, Greg McKenzie, Founders Academy

Greg McKenzie presented the idea of having a dual charter school opportunity for Founders and ASD for an overnight trip to NYC on June 19-20, 2017 with Gerber Tours. He is looking to attract at least 31 students/parents to attend this trip. This trip would have a theater and music focus.

[Kim Lavallee made a motion to approve this field trip opportunity with Founders Academy, all were in favor, so moved.](#)

Dr. Karen Graham arrived at 7:45pm

- b. 2019 Science Based Trip to the Galapagos Islands- Sarah Frischknecht

Mrs. Frischknecht presented a science oriented trip. Four ecosystems to be visited in the Galapagos Islands via EF Tours for April 2019.

[Kim Lavallee made a motion for the board to approve the EF Ecosystems of Ecuador Trip, all were in favor, so moved.](#)

6. Director's Report

- a. Blue Ribbon Award Received by ASD. This is a very prestigious honor. Jenn Cava and Amy Bewley will be going to Washington, D.C., to attend the award ceremony. We also have been receiving many congratulations for this recognition.
- b. Admissions for Fall 2018-19 opened, in less than 12 hours we had 80 applications.
- c. Debrief from Charter Renewal Team--Renewal visit is completed. Jenn Cava thanked all who assisted in that venture. The DOE team was well received and told Jenn Cava upon their departure, they will recommend to the State BOE that our charter be renewed.
- d. Discussed the proposed draft update to the ASD Charter (sent to Board by Jenn Cava on 9/29/17). Jenn Cava is looking for feedback expectation is to approve a revised Charter at November's Board meeting. Worked through some of this task this evening on some language with regard to enrollment, graduation requirements with regard to math and areas of specialization, and curriculum. Jenn has asked the Board look at the documents sent out via email and submit specific comments, so that we can address this either at the November Board Meeting or at the latest, the December Board Meeting.

Greg Czuba departed from the meeting at 7:50pm.

Dr. Dan Moriarty departed from the meeting at 8:15pm.
Dave Alukonis departed 8:40pm.

7. Faculty & Student Affairs

A. Faculty Report (Sarah Frischknecht)

Teachers were observed by the BOE Charter Team, felt it was a successful event.

B. Student Report (Tim Zumbo)

Student Council Report

- Back to School Dance
 - Roughly 205 tickets sold both middle school and high school
 - Net Profit = \$1,585.12
 - Issues addressed
 - No caffeinated beverages for middle school
 - Review and approve song playlist for dances
- Halloween Haunt and Halloween High School Dance
 - Halloween Haunt is just middle school
 - Includes game night activities such as console games and karaoke
 - A lot of decorations and fun to come
- Money in the Bank
 - Total amount = Cents short of \$2,599.62
 - Starting amount = About \$700 in the hole
 - Total Net Profit for the Year = ~\$3,300.00
- Snack Shack
 - Addition of middle school representatives working in the Snack Shack
 - Averaging about \$110-130 a day when fully stocked
 - Net gain of roughly \$60-75 depending on the day of week
 - Thursdays and Fridays are most profitable
 - Involving more Student Council Reps for Snack Shack operations
 - Counting money
 - Inventory checks and inventory management
 - Couponing and finding deals on food items
 - Reinventing the space and improving flow of business during operations

Senior Project Update

- More of a focus on college applications
 - Due date for most early action applications is Nov. 1st
- Most seniors are in the research phase

Examples of Projects;

- Maryam Ahmad
 - “For my senior project, I’m enhancing my junior project from last year. Last year, I did my project on the heart, where I compared and contrasted the current treatments of arrhythmias. This year, I’d like to take it further into the entire circulatory system by implementing an autonomous “robot” to release the effect of cryoablation to destroy plaque within the arteries. Currently, in forms of ablation, only heat based and cryo are being used.”

- Ben Frothingham
 - “I am hoping to grow my small business, get a patent, and further my burner system design. I will be delivering products to fulfill two contracts in late November.”
 - **How does it work?** “The system is a propane burner that electronically regulates the propane to oxygen ratio for more efficient burns, saving fuel and achieving higher burn temperatures. The oxygen level and temperatures will be adjusted by an iPhone app.”
- Ian Ayer
 - “I am doing my senior project on the control of infectious diseases in a school environment. It is a continuation of my junior project where I developed a plan to combat these diseases in our school environment. This year I hope to implement the plan, get more precautions in our culture to help prevent infectious diseases from spreading as easily as it does. I’m hoping to test the effectiveness of these procedures in a school and hope to increase attendance rates while decreasing overall sickness in the facility. Hopefully I’ll be able to learn a lot about disease control and sickness because that is what I am interested in pursuing as a career.”
- Nik Melkumyan
 - My topic is the effect of videogames on brain waves. I hope to achieve a definite answer to whether or not brain waves are affected in a good way or a bad way.”

Middle School Life in ASD

- Catherine Ruiz
 - Social Life: The boys and girls are very separated but not as much as last year. This is probably because of our age group, interests, and size of our grade. A lot of people I know are not very interested in the dances and Student Council events and I’m trying to encourage them to go to socialize and have a lot of fun.
 - Academic Life: It is slightly different from seventh grade and the academics are
- Anonymous
 - Social Life:
 - Academic Life:

Consensus: ASD’s middle school is broken into many groups and more kids should go to more events to socialize. Granted, they are middle schoolers and many often leave after 8th grade to go to local high schools.

High School Life in ASD

- Aisling Macaraeg - 11th Grade
 - Social Life: It was very cliquy during 9th and 10th grade but everyone has mostly come together and formed a collective. Mostly everyone hangs out with one another with the exception of some students and we are pretty close as a grade.
 - Academic Life: Academics are rough during junior year, we have large study groups for Advanced Bio and work very well together.
- Cas - 9th Grade
 - “ASD is interesting. It’s my first year being a high schooler, and some things are different and some are the same. It’s obviously not like being a high schooler anywhere else, mainly because it’s still the same building, but it’s better in some ways. As a whole I think the different high school grades are closer than other high schools which is really nice to see.”
 - The curriculum is rigorous, and sometimes handling the workload can be stressful when I’m trying to balance all of my classes. But, one of the main reasons I transferred to ASD

was because I was bored with my old school's curriculum and ASD fixed that problem very easily."

- Jakob Bair - 12th Grade
 - Social Life: Overall the social life in ASD is quite balanced. I enjoy ASD, the social life and I believe it is in a strong place.
 - Academic Life: The curriculum is a little rough for seniors and it would help if there was less homework so we could focus on our college applications, although this isn't a very viable option.

8. Committee Reports

- **Facilities** (Peter Bewley not present, Heather MacDonald reporting in his stead)
The committee did meet, facilities we had been looking at are no longer available. New building estimate is between 14-17.5 million. Talked about starting a Capital Fund for the facility; distinct and separate from the annual fund. More to come.
- **Finance** (Dave Alukonis)
Committee did not meet this past month, nothing to report.
- **Personnel** (Kim Lavallee)
Committee did not meet. The next meeting is scheduled for Nov 14, 8-9:30am
- **Policy** (Greg Czuba)
Committee did meet Sept, meeting next week, 19 October.
- **Strategic Planning/Initiatives and Outreach** (Rod Conard)
Efforts being concentrated on marketing and community outreach. The next meeting is scheduled for Oct 23rd.
- **Trustee Membership** (Rod Conard)
Committee did not meet.

9. Next Meeting

- Next meeting date, Nov 8, 2017
- Recommended agenda items
 - Fred C Church will be present to present on ASD's Insur Policy
 - Charter update input and gauge where we are.

Heather Bobbitt announced she will not be present for the December Board Meeting and asked if another Board member would take the minutes in her stead. Rod Conard/Kim Lavallee jointly volunteered to take minutes at the December Board Meeting.

Kim Lavallee made a motion to adjourn the meeting at 8:50pm, all were in favor, so moved.

Respectfully submitted
Heather Bobbitt
Secretary, Board of Trustees