

Academy for Science and Design (ASD)

Board of Trustees Meeting Minutes -FEBRUARY 14, 2018 (Approved 3/14/18)

doc ref: 2018-FEB 14- ASD Board Minutes

Board Members Present (8): David Alukonis, Peter Bewley, Heather Bobbitt, Rod Conard, Kent Glossop, Dr. Karen Graham, Kim Lavallee, Heather MacDonald

Board Members Absent (2): Greg Czuba, Dr. Dan Moriarty

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

Others in Attendance: none

Meeting called to order 6:35 PM by Peter Bewley

1. Public comments There were no public comments

2. Approve minutes from previous meetings

January 24, 2018 Board Meeting Minutes

Peter Bewley made a motion to approve the January 24, 2018 meeting minutes, 7 in favor, 1 recused, Heather MacDonald, so moved.

3. Consent Agenda

- Policies
 - [IKAA - Interdisciplinary Credits](#)
 - [IHCA - Summer Activities](#)
 - [IKE - Promotion and Retention of Students](#)
 - [JG - Assignment of Students to Classes and Grade Levels](#)
 - [JLC - School Health Services](#)
 - [JLCK - Special Physical Health Needs of Students](#)

Heather MacDonald made a motion to approve IKAA, IHCA, IKE, JG, JLC, JLCK on the consent agenda, all were in favor, so moved.

4. Policies

- No new policies

5. Items of Board Business

- *Board Chair*
 - Update to Fidelity Account

The Fidelity Account has Brian Smith, our previous Board Chair, on the paperwork and needs to be changed to our current Board President, Peter Bewley.

Heather Bobbitt made a motion to drop Brian Smith and put Peter Bewley on the appropriate paperwork, all were in favor, so moved.

- *Board Treasurer*
 - Budget update

P&L and Balance Sheet for December 2017:

https://mail.google.com/mail/u/0/?ui=2&ik=bd938e7d32&view=att&th=1618ae3388166658&attid=0.1&disp=inline&realattid=f_jdkg0ye50&safe=1&zw

Kim Lavallee reports our budget is on track and on target.

6. 2018-19 School Calendar

Heather Bobbitt asked if next year 2019-2020 whether a discussion could be had with regard to having school on the Presidents Day monday could be considered for a more strategic day off as our February school vacation is the following week. Dave Alukonis said Hudson has had school on Presidents Day along with with busing, so the likelihood busing can be made available isn't out of the question. Most did not want to change this date. Mrs. Cava will see if there is any interest in this suggestion for the 2019-20 school year when it's reviewed.

Peter Bewley made a motion to accept the 2018-19 calendar, all in favor, so moved.

7. 2018-19 Program of Studies

Heather MacDonald made a motion to approve the 2018-19 Program of Studies

8. Director's Report (sent via email to all Board of Trustee members prior to mtg)

https://docs.google.com/document/d/15T_i4EtValpYEMeVqVI5nVsCqp5FnzjWZqKICtmApdA/edit?usp=sharing_eil&ts=5a84c4cb

9. Faculty Report (Sarah Frischknecht)

- The middle school MathCounts Club had successful Chapter Competition results! The ASD MathCounts team comprised of four 8th grade students took 1st place. ASD also had 7 of the top ten students at the competition. ASD also had the first, second and fourth places in the Individual competition. The team and two individuals will be continuing on to the state competition in March.
- The Red Cross Club is hosting a blood drive at ASD on Saturday, March 10th. This blood drive is timed well with our Nation's blood supply being very low! We were able to collect 23 pints of blood at the January Blood Drive. We are hoping to bring our total up over 75 pints with this drive. Collecting 75 pints of blood means that one of our senior club members will be awarded a \$500 scholarship (101+ pints brings that scholarship up to \$750!). We hope to see all of you at this important blood drive! Please contact Karen Legault if you have any questions.
- ASD held their eighth annual Poetry Out Loud competition on January 30, 2018. The winner was 10th grader Tess MacMahon, who will compete for the regional championship at SNHU on February 22, 2018 at 6:00 pm. Catherine Qiu, a ninth grader, was the runner-up and will perform as a calibrator at the regional competition. Shamik Chatterjee, an eighth-grader, also participated. Sabrina Kearney and Sarala Sharma performed on flute and bass clarinet, while Ashlesha Bhojane served as the scorer. The judges were ASD Humanities teachers Kim Cashin, Stuart Harmon, Aimee Seiler, and Patty Sockey. Jim Jenkins, The Poetry Out Loud coordinator, is extremely proud of all of the students who made this year's competition a success.

- Teachers are aware of the 403 b opportunity to save for retirement. They would like to see a plan that includes matching and vesting.

The Personnel Committee will look at the viability of this inquiry.

10. Student Affairs (Timothy Zumbo)

Student Council Report

- Financial Status
 - About \$10,000 in the account
 - Deposits have to be made
- Upcoming Events
 - ASD Game Night
 - All school event
 - 6-9 PM on March 15th
 - Plenty of video games, dodgeball, and possibly karaoke
 - Spring Fling (Name could change)
 - 8th-12th grade dance
 - 6-9:30 PM March 16th
 - Last dance before PROM and ROMP
- Donating Money and Financial Goals
 - Save \$5000 for next years Fall Fest, Snack Shack, and any additional event costs
 - Subsidize PROM ticket costs to \$25 to \$30 per person
 - Raise money for TBD charity through fundraising event(s)
 - Donate back to ASD staff or find a real way to make an impact in the ASD building
 - Discussion among STUCO members will be next Wednesday
 - Total donation amounts TBD and discussed
- PROM Discounting
 - Prom tickets can be as low as \$25 each if planned well along with a strong decoration budget
 - Three possible themes: Roaring 20s, James Bond, Night in Venice
- Fundraising
 - Food during lunches
 - Taco Tuesday
 - Breakfast for students and staff
 - Hot Dogs
 - Nachos
 - Event ideas
 - Car Wash
 - Repeating Bake Sales (depending on fundraising policy with food)
 - Bruster's Ice Cream

Student Accomplishments

- Gill D and Ann A comment from BAE Program
 - Gillian Doyle: “The BAE program was amazing! I got to experience programs in many different types of engineering and I got meet other women in engineering careers which as really inspiring.”
 - Ann Angrand:
- Mathcounts Success
 - ASD took first place at the Mathcounts chapter competition Feb. 3rd
 - Srisahith Korandla, Abigail Thomas, Prachi Kharade and Nitya Babbar are moving to the State Competition
 - Countdown round, Akhil Kammila got 1st, Hrishi Joshi got 2nd, Prachi Kharade got 4th
- FRC Update
 - Last week of Build Season, 6 total weeks to do everything
 - The robot is being wired, built, and tested ASAP
 - Final Award submission is being sent tomorrow for the Entrepreneurship Award
 - Outreach events to the community and corporate outreach are being planned
- 5 Presidential Awards!
 - AJ Cavallaro
 - “I thought it was a scam when I got the email but later found out it was real and did research into it. I’m applying to make ASD proud.”
 - Carolyn Stoller
 - Michael Lai
 - Stephen Lensky
 - Benjamin Frothingham
 - “I was excited to hear about it and surprised as to how I qualified for the nomination.”
- Poetry Out Loud
 - Winner: Tess MacMahon

Senior Project Update

- Overall Consensus
 - Most seniors are starting their experimental process or just started working on their projects again. January and February are busy months but the harsh reality of the senior project due dates are setting in.
 - Few students are near completion or far along in their project
- Anonymous Updates Regarding Senior Project Progress
 - “I’m good and right on task.”
 - “I am currently crunching my initial data collection, once that’s complete I’ll be working with my participants to help them reduce the amount of caffeine they consume.”

- “I have not done a lot since the lit review but I am getting back on track quickly.”
- “I’m going to collect my data regarding my project in about a week or so.”
- “I’m meeting with a partner hopefully on Sunday so I can start some experiments.”
- “Done with all research, working on my product.”

11. Committee Reports

- **Facilities** (Peter Bewley)

The committee will ramp up for May to meet.

- **Finance** (Dave Alukonis)

Dave suggested we discuss jointly for Finance and Personnel this evening. Proposal is to do an overall larger increase than in the past. Committee met twice to discuss budget and tiered teacher funding. Finance will meet after this meeting to review the budget proposal prior to distributing it to Board members for review.

https://docs.google.com/document/d/1ZcgsyiOSly4ZdTASsr0GmdATjPr0XSWcc6_WM8iLZXo/edit?usp=sharing_eil&ts=5a84cc42

- **Personnel** (Kim Lavallee)

Kim Lavallee met Feb 13th, to move forward on tiered program to discuss with finance, both finance and personnel worked in conjunction to help move forward our move to get

- **Policy** (Greg Czuba)

Committee did not meet.

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

Met Feb 12, creating database, next meeting March 5th, Efforts being concentrated on marketing and community outreach.

- **Trustee Membership** (Rod Conard)

Committee did meet prior to this meeting, considering 2 candidates and drafting a letter to ASD parents to see if there is interest in filling the needs. Peter Bewley will reach out to those board members whose terms will be up this year.

9. Next Meeting

- Next meeting date, March 14,2017
- 2018-19 Annual Budget and 5 Year Projections
- Omron- Tom Driscoll recognition.
- Other recommended agenda items

Peter Bewley made a motion to adjourn the meeting at 7:34 pm, all were in favor, so moved.

Respectfully submitted
Heather Bobbitt
Secretary, Board of Trustees