

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

Board of Trustees Meeting Minutes - MARCH 14, 2018 (Approved 4/11/18)

doc ref: 2018-MARCH 14- ASD Board Minutes

**Board Members Present (7):** David Alukonis, Peter Bewley, Heather Bobbitt, Rod Conard, Kim Lavallee, Heather MacDonald, Dr. Dan Moriarty

**Board Members Absent (3 ):** Dr. Karen Graham, Greg Czuba, Kent Glossop

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

**Others in Attendance:** Tom Driscoll, Amy Bewley, Kym Harmon, Jess Golden, Rick Bartle

**Meeting called to order 6:33 PM by Peter Bewley**

1. **Public comments** There were no public comments
2. **Omron Foundation- Tom Driscoll**--Mr. Driscoll was present and given special thanks from Mrs. Jennifer Cava along with a special plaque thanking Omron formerly MicroScan (an ASD bldg neighbor) for their most recent \$50,000 grant given to ASD to support the development and building of the ASD Center for STEM Invention Lab. This corporate sponsor has been active with ASD since it moved to the Amherst Street facility developing internships for the ASD students and taken an active role in supporting our school mission. A special thank you to Mr. Tom Driscoll for his many contributions to ASD, but most recently in securing this exceptional grant.

**Reference: A \$50,000 grant that has recently been awarded to the Academy for Science and Design by the [Omron Foundation](#).** This \$50,000 grant will be the seed money to establish the "ASD Center for STEM Invention" for Juniors and Seniors involved in intensive studies of novel STEM ideas, but also as a design center for engaging students across the state of New Hampshire in STEM inquiry and invention activities through unique, student-designed, student-led competitions/exhibitions. The Center will include a small computer lab for research and video-conferencing with students/corporate partners in other parts of the state, a space for collaborative work/mini-presentations, and a functional makerspace that includes storage for long-term projects. I am grateful that the Omron Foundation accepted our proposal to create this space, as I believe that it will dramatically impact our students' learning opportunities, as well as to empower our students to be leaders in the expansion of the STEM pipeline among New Hampshire's young people.

3. **Approve minutes from February 14, 2018 meeting**

**Peter Bewley made a motion to approve the February 14, 2018 meeting minutes, all were in favor, so moved.**

4. **Consent Agenda**

- N/A

5. **Policies**

- No new policies

6. **Items of Board Business**

- *Board Chair*

Policy BBBD- Board Member Removal from Office

School Board members may be removed by a 2/3 vote of all board members.

Board members should only be removed as a result of:

1. a breach of law
2. a significant, willful board policy violation
3. failure to participate significantly in board work

This mechanism is not intended to be used to stifle healthy dissent on the School Board, but rather to remove members from the School Board that are potentially materially damaging, or not participating in forward progress. This is a mechanism of last resort.

Policy Committee Approved: Jan. 12, 2010

Board Approved: April 14, 2010

- *Board Treasurer*
  - Budget update

P&L and Balance Sheet for February 2018:

[https://mail.google.com/mail/u/0/?ui=2&ik=bd938e7d32&view=att&th=1621b600d754b1b9&attid=0.1&disp=inline&realattid=f\\_jeojay3i0&safe=1&zw](https://mail.google.com/mail/u/0/?ui=2&ik=bd938e7d32&view=att&th=1621b600d754b1b9&attid=0.1&disp=inline&realattid=f_jeojay3i0&safe=1&zw)

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

## **7. 2018-19 Annual Budget (David Alukonis)**

- Proposed 2018-19 Budget

David Alukonis reports the Finance Committee has met on several occasions focusing its efforts on the FY 2019 Budget. A Summary Review of FY 2019 Budget document was emailed to each Board Members in advance of this meeting showing details/explanations about budget line items. Requests for discussion, all felt this summary was of great assistance in clarifying the budget items. No further discussion was had.

**David Alukonis made a motion to approve the fiscal 2019 ASD Budget as recommended by the ASD Finance Committee, which includes total proposed revenues of \$3945,317; total expenses of \$3757,071 and a projected net income (operating surplus) as of June 30, 2019, of \$188,246 as presented to the finance committee on February 12, 2018.**

Dr. Dan Moriarity arrived 6:45pm

Also, David Alukonis shared a document showing a 5 Year Budget Projection that assumes a current level of expense growth. The projection shows that in the year 2022, ASD would realize the potential of running in the red if no additional increase of State Aid Per Pupil is received and

no additional financial resources or corporate sponsorships secured. The objective of this exercise is for guidance and reference only.

## **8. Recommendations of Candidates from the Membership Committee**

### **Candidates for External Board of Trustee Members (Rod Conard)**

- Gaynelle Swann
- Rick Bartle

Rod Conard discussed the meeting the committee had with each candidate and their submission with credentials to all Board Members via email prior to tonight's Board Meeting and asked for any questions or discussion. Ron Conard briefed the Board on the review process achieved with tonight's recommended candidates. Rick Bartel was able to join us this evening. Gaynelle Swann is on vacation and unable to attend.

Rick Bartel stated he was interested in continuing to serve on the Strategic Planning Committee for which he has been active in the past 2 years and that he was interested in participating with the Facility Committee. He also expressed interest in having the opportunity to be involved with curriculum development, and would like to present for SPARK.

**Heather MacDonald moved to accept Gaynelle Swann to join the Board of Trustees as an External Board Member with the option of a 1 or 2 yr term, a term to be determined at the April 2018 Board Meeting, as said candidate was unable to be here this evening. All were in favor, so moved.**

**Heather MacDonald moved to accept Rick Bartle to join the Board of Trustees as an External Board Member for a 2 yr term, all were in favor, so moved.**

Both new external members will be briefed with email and introductory messages prior to the April 11th Board Meeting and are asked to formally join the table at that time.

## **9. Director's Report** Jenn Cava mailed this out to the Board earlier today:

[https://docs.google.com/document/d/1meil9is5GyFfhJw5cLvFYn2k85qE2KFSjlHowblglT8/edit?usp=sharing\\_eil&ts=5aa958ef](https://docs.google.com/document/d/1meil9is5GyFfhJw5cLvFYn2k85qE2KFSjlHowblglT8/edit?usp=sharing_eil&ts=5aa958ef)

Gala is specifically earmarked for the construction of the new ASD Center for STEM Invention" This area will be a focus area for Juniors and Seniors involved in intensive studies of novel STEM ideas, but also as a design center for engaging students across the state of New Hampshire in STEM inquiry and invention activities through unique, student-designed, student-led competitions/exhibitions.

The schedule for Senior Projects has been posted with assigned dates and time for oral presentations.

## **10. Faculty & Student Affairs**

- Faculty Report (Sarah Frischknecht)

The sixth grade science and engineering technology classes with Mrs. Phillips and Mrs. Rohr participated in the National Competition ExploraVision this year. Students took a current technology and researched it thoroughly. Students then had to look in how to improve that technology and design a prototype. Students built a prototype website as well for sharing all their information. Mrs. Philips and Mrs. Rohr are pleased to announce that ASD had 4 sixth grade teams and 1 seventh/eighth grade team earn honorable mentions in the ExploraVision Contest this year. (This was posted on their [website](#).) Their fun ideas included: Goody Two Shoes! (Shoes), Hair Heros (Hair ties), Innovate the World (Globe), Cycle-Ops (Bike), and Prospector Interplanetary Drone. Students will get a certificate along with a unique technology related prize this spring.

ASD MATHCOUNTS Team (middle school) placed first in the state competition. One of the team members, Abigail Thomas, placed third as an individual as well. Because of these results, Abigail Thomas and 3 other NH students, as well as Mrs. Frischknecht, who was named the winning New Hampshire coach, will go to Washington, DC to represent New Hampshire at the National Competition in May.

The teachers are interested in knowing if the Tier Teacher System will have salary ranges associated with the tiers. They are curious as to when they will receive feedback about their portfolio reviews, and how this will affect their salaries for the coming school year.

- Student Report (Timothy Zumbo)

Tim Zumbo briefed the Board on his most recent student survey, How ASd Students felt about Student Safety. Overall, the students felt safe at ASD.

- \$11,123 is the total funds raised for this academic year.
- Recent Games Night and Spring Fling Dance Events were cancelled due to slow ticket sales.
- Future social events scheduled:
  - May 5th High School Prom
  - Middle School ROMP

## 11. Committee Reports

- **Facilities** (Peter Bewley)  
The committee will start up on 3rd week of May.
- **Finance** (Dave Alukonis) Committee met and presented the budget discussion this evening.
- **Personnel** (Kim Lavallee)  
Kim Lavallee committee will meet on April 10th.
- **Policy** (Greg Czuba not present this evening)

Committee will have a meeting this week.

- **Strategic Planning/Initiatives and Outreach** (Rod Conard)  
Meeting 1st Monday monthly. Efforts being concentrated on marketing and community outreach.
- **Trustee Membership** (Rod Conard)  
Committee met and delivered 2 new external board candidates this evening.

## **12. Next Meeting**

- Next meeting date, April 11, 2018
- Recommended agenda items

**Heather MacDonald made a motion to adjourn the meeting at 7:53pm, all were in favor, so moved.**

Respectfully submitted  
Heather Bobbitt  
Secretary, Board of Trustees