

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

Board of Trustees Meeting Minutes -APRIL 11, 2018 **Approved 5/9/19**

doc ref: 2018-APRIL 11- ASD Board Minutes

**Board Members Present (10):** David Alukonis, Rick Bartle, Peter Bewley, Heather Bobbitt, Rod Conard, Greg Czuba, Dr. Karen Graham, Kim Lavallee, Heather MacDonald, Dr. Dan Moriarty

**Board Members Absent (2):** Gaynelle Swann, Kent Glossop

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

**Others in Attendance:** Michael Bailey, Kimberly Cashin

**Meeting called to order 6:31 PM by Peter Bewley**

1. **Welcome new board members and confirm initial term lengths**
  - a. Rick Bartle confirmed a 2 year term commitment.
  - b. Gaynelle Swann was not present to confirm her term commitment.
2. **Public comments** There were no public comments
3. **Approve minutes from previous meetings**

March 14, 2018 Board Meeting Minutes

  - [ASD Board Minutes 2018-03-14](#)

**Kim Lavallee made a motion to approve the March 14, 2018 meeting minutes, all were in favor, so moved. Rick Bartle abstained**

## **4. Consent Agenda**

- N/A

Karen Graham arrived at 6:35pm

## **5. Kim Cashin, ASD Humanities Teacher, Excerpts from Tier III Portfolio**

## **6. Policies**

- [IMAH](#) - Daily Physical Activity
- [JICD](#) - Student Conduct, Discipline and Due Process
- [JFAB](#) - ASD Admission of Tuition and Non-Resident Students

**Peter Bewley made a motion to approve IMAH for the May 9th Consent Agenda, all were in favor, so moved**

**Peter Bewley made a motion to approve JICD for the May 9th Consent Agenda, all were in favor, so moved**

Policy JFAB has been reviewed by the policy committee and it has been determined that this policy is not applicable to ASD.

## 7. Items of Board Business

- *Board Chair*
  
- *Board Treasurer*
  - Budget update

P&L and Balance Sheet for March 2018:

[https://mail.google.com/mail/u/0/?ui=2&ik=bd938e7d32&view=att&th=162ac54ec6efbd52&attid=0.1&disp=inline&realattid=f\\_jfsr8md50&safe=1&zw](https://mail.google.com/mail/u/0/?ui=2&ik=bd938e7d32&view=att&th=162ac54ec6efbd52&attid=0.1&disp=inline&realattid=f_jfsr8md50&safe=1&zw)

Kim Lavalley reports our budget is on track and on target, we are ahead on fundraisers and our expenses are at projection and some are below projection.

## 8. Director's Report

1: April Director's Report (updated Admissions/Enrollment info)

2: Charter Renewal Report provided by Jane Waterhouse at the New Hampshire Department of Education

3: Charter Renewal Application (for your reference)

4. Revised Charter Application (also, for your reference-- #3 and #4 will be discussed at the NH State BOE meeting this Thursday, April 12th, at 9:00 am)

6. NH Dept of Economic Affairs, Mark Laliberte and HiTech council visited today and this group was very stimulated by ASD and the STEM center for development.

5. UPDATED Senior Project Presentation Schedule WITH descriptions. Board recruitments or members who can be present for any portion of these, please email [Amy.Bewley@asdnh.org](mailto:Amy.Bewley@asdnh.org)

6. INITIAL estimate from North Point regarding the NH Center for STEM.

## 9. Faculty & Student Affairs

- a. Faculty Report (Sarah Frischknecht)  
Season of Competitions:

The NH Clean Water Week Poster Contest theme for this year was "Quality of Water, Quality of Life." All of ASD's sixth-grade students participated, and we had six students recognized (first and second place and several honorable mentions). These students along with their families and 6th-grade science teacher Bridget Phillips will be invited to meet Governor Sununu and attend an Awards Dinner in May.

After winning the school Geography Bee, one of our 7<sup>th</sup> graders (Mary Connolly) competed in the New Hampshire State GeoBee held at Keene State where she placed fourth in the state!

Seven of our students competed in the NH State Challenge level of the You Be the Chemist Challenge. One placed 2<sup>nd</sup> (Shikhar Gupta) and another placed 3<sup>rd</sup> (Abigail Thomas) in this competition.

Two Destination ImagiNation teams placed 2<sup>nd</sup> and 3<sup>rd</sup> in the state competition for that event.

The ASD Red Cross Club (Karen Legault, adviser) hosted a very successful blood drive in March. Because of the hard work of many students and their club adviser 24 units of blood were collected. This equates to 72 lives saved! This drive also resulted in the registration of 9 first time donors. The club members donated such an enormous amount of snacks and drinks for the blood drive that we were able to make a large donation to the Nashua Children's Home with what remained at the end of the blood drive. Based on the success of the two blood drives completed this school year, we have earned a \$250 college scholarship which will be awarded to one of the Red Cross Club members.

Heather MacDonald advised Sarah Frischknecht that a meeting with Ameriprise is planned for May 8 to review financial impact of switching to a retirement plan with employer contributions (not the actual contributions, but cost to switch, implement and maintain).

- Student Report (Timothy Zumbo)
  1. Senior Project Survey completed revealed 20 out of 25 students are completed with data gathering, 5 students are gathering data at this time, 15/20 analyzing for their April write up, 1 student has completed most of their Senior project Beneficial changes this year has been the increased involvement of Mrs. Cava and Mrs. Bewley with firmer deadlines. June 4th-June 6, 2018 Senior Projects Presentation will be delivered.
  2. Student Council Update:
    - a. raised \$150 matching donation to NH Families in Transition.
    - b. Balance in account to date: \$12,147.49
    - c. Student Council wants to donate some funds to ASD to use in a special way and any additional funds to some charities.

Peter Bewley added that the Robotics Team qualified for the regional championship, the regional competition is at Boston University which will be Thur - Sat this week.

## 10. Committee Reports

- **Facilities** (Peter Bewley)  
The committee to meet in May, announcement to come.
- **Finance** (Dave Alukonis) Committee did not meet, nothing to report.
- **Personnel** (Kim Lavallee)  
Kim Lavallee reported committee did not meet this past month. A meeting is planned for May 8th@ 8am to discuss Ameriprise Retirement Plan and asks the Board to look out for an important email on the Directors Review and Contract, prior to the May Board Meeting.
- **Policy** (Greg Czuba)  
Committee met, 6-7 policies being worked on. Policies for legal and administration reasons have worked down and the committee has really worked hard and the progress is noted.

- **Strategic Planning/Initiatives and Outreach** (Rod Conard)  
Met Monday, focused on the Corporate Outreach, database enabled, Rick and Rod went to a Salesforce.org, lunch and learn in Boston to show schools how their program works with the fundraising efforts. Looking at this product as a tool with a free license for this product. The committee meets on the 1st Monday of each month.
- **Trustee Membership** (Rod Conard)  
Interviewing a new external candidate at this time.

#### **11. Next Meeting**

- Next meeting date, May 9, 2018
- Recommended agenda items
  - Director's Review and Contract
  - 2 policies on consent agenda

**Greg Czuba made a motion to adjourn the meeting at 7:48pm, all were in favor, so moved.**

Respectfully submitted  
Heather Bobbitt  
Secretary, Board of Trustees