Board of Trustees Meeting Minutes

Date: May 9, 2023

Held via The Birches Academy

Present: Chair: Christie Storniolo (CES), Secretary: Alyssa Ross (AR); Vice-Chair: Christine Miele *via phone* (CM); Treasurer: Michael Gendreau (MG); Becca Allan (BA), Alexis Goldsack (AG); Debbie Kruzel (DK)
Staff: Chris Smith (CDS), Jessica Wachsman (JW), Aimye Haroutunian (AH)
Regrets: Pamela Sarantis (PS)
Public: none

CES called meeting to order at 5:37pm

General

Approval of minutes from April 11 meeting. BA motions to approve, MG seconds. DK abstains. All others in favor. None opposed.

Correspondence

- none

Next meetings:

- Full Board
    - June 27, 5:30pm
- Finance
    - June TBD

Upcoming Events:

- Clothing Drive: May 16-17
- Fine Arts Night: May 18
- Fundraiser concert at Rex Theater, May 21
- Music Educates middle school field trip, House of Blues
- Battle of the Bands: May 24
- Spring music at Tupelo: May 31
- Day of Giving, June 6-7
- Canobie Lake Park: June 9
- 8th grade Graduation: June 13

Dean of School update

Enrollment

- 224 enrolled
- Wait list at 226
- 21 spots accepted for Kindergarten, 41 left on the waitlist
    - CDS, JW checking this number

Events and Updates

- Field trip: had several field trips in the middle school and third grade
- Edies informed us that we were not chosen this year; the main detractor was the lack of a playground
- CDS attended the ASU+GSV Summit in San Diego - educational 'what's coming' conference; made good connections and left with new knowledge and ideas
- CDS started a ChatGPT group after school on Wednesday so that teachers can get a handle on this tool and keep up with the students
- STEM update***:***
    - Mrs. Baldonado is doing a first pass of the Science curriculum to bring some order to it; meeting with the elementary school teachers and middle school science teacher to look at and talk about options
    - CSP Grant update:
        - Received GlowForges: Mrs. Baldonado is testing and will train JW, CDS
        - Ordered 24 DASH robots: K-8 coding robots, drag and drop
        - Will install new whiteboards, sound systems in each classroom this summer
        - Adding more reliable internet to help with the new tech
        - Got quotes for new 175 chromebooks, will all be asset tagged
        - Purchased device management program to help control student access during school hours

Personnel

- Begun advertising a few teachers and TAs for next year
- Begun handing out contracts for next year

Foundation/Friends update

April Raffle was an overall success, some people donated back to the annual fund

Bags to School is next week (May 16-17)

Researching options for diversifying our banking

Upcoming: Birches Day of Giving

- June 6-7, 24 hour fundraising period in conjunction with NH Gives
- Social media notification went out to Birches community May 8
- NH Gives page has been partially updated; will continue to tweak leading up to the event
- AH putting together a simple school event for June 6 for kickoff and getting donations
- Plan has been developed for marketing, etc. - repurposing a lot from last year

Committee updates

Finance

- Motion to approve Board Chair to sign for NHCT-12 Annual Report. DK motions to accept. AG seconds. All others in favor. None opposed.
- Motion to approve Board Chair to sign for 2023-2024 staff contracts in accordance with the approved budget. DK motions to accept. BA seconds. All others in favor. None opposed.

Governance

- MG is early-stage touch with 2 candidates
- CM, PS, MG are attending a Board Building Seminar on May 16 sponsored by Enterprise Bank
- Goal remains to have 2 new BOT members before the end of second quarter of 2023

Personnel

- CES, AR and Michelle Cole met to review Dean of School review process
- Surveys forthcoming

Outreach

- See Foundation for Day of Giving
- Website revamp:
    - Alyssa/Christine reviewed and made comments
    - Alyssa going back to vendor for some specific questions to determine if content/design decisions were for SEO
    - Plan to launch mid-August

Facilities, Curriculum, Strategic Planning nothing to report

Policy Reviews

May:

- Attendance. Motion to approve revised attendance policy. DK motions to accept. MG seconds. All others in favor. None opposed.
- Board Nomination Policy. Reviewed questions and gained clarification on a few key points. Will also update the bylaws to reflect changes. AR motions to accept. AG seconds. All others in favor. None opposed.
- Conflict Resolution Policy. Reviewed questions and pointed out key changes/clarifications. AR motions to accept. BA seconds. All others in favor. None opposed.

June: TBD

No need for non-public.

BA motions to adjourn. AG seconds. All agree. 7:22 PM meeting adjourned.