



Board of Trustees Meeting Minutes

Date: March 13, 2024

Held at The Birches Academy

Present: Chair: Christie Storniolo (CES), Vice-Chair: Christine Miele (CM), Secretary: Alyssa Ross (AR), Alexis Goldsack (AG), Samantha Moulton (SM), Danielle Richards (DR), Pamela Sarantis (PS)

Regrets: Becca Allan (BA), Treasurer: Michael Gendreau (MG)

Staff: Chris Smith (CDS), Jessica Wachsmann (JW), Erin Balfe (EB), , Aimye Haroutunian (AH), Kayla DiOrio (KD), Ryan Miller-Melancon (RM)

Public: Erin Amore (EA), Jamie Manzo (JM), Kaitlyn Thibodeau (KT)

CDS called meeting to order at 5:35 PM

General

Approval of minutes from February 13th meeting. SM motions to approve, AR seconds, no abstains. All in favor. None opposed.

Correspondence

- None

Next meetings:

- Full Board
 - April 9th, 5:30 PM In Person
 - May 14th, 5:30 PM In Person
- Finance
 - April 2nd, 5:30 PM Via Zoom
 - May 7th, 5:30 PM Via Zoom
- Outreach

- March 16th, 9:00 AM Village Bean in Windham
- Personnel
 - March 19th, 7:00 PM via Zoom

Upcoming Events:

- March Madness 3/11- 3/15
- Pi Day During Forest Forum 3/14
- STEAM Fair Thursday March 21st @ 5:00 PM - 6:30 PM
- Board Retreat lead by State of NH (Karen) - dates TBD

Review 2024/2025 School Calendar. PS motions to approve, AG seconds, no abstains. All in Favor. None Opposed.

Public comment:

- None

Dean of School update

Enrollment

- 234 enrolled
- Wait list at 271
- Kindergarten 37 of 37 have accepted - 18 additional on waitlist
- We had one Kindergarten student transition to home school

Personnel

- We have ads in for vacant positions for next year.
- Jessica and Michelle are doing a full benefits analysis. Will be brought to personnel.

Committee Updates

Finance

- Budget to Actuals for February. Finance looked it over. Approval of budget to actuals for February. CM motions to approve, AR seconds, no abstains. All in favor. None opposed.
- Title grants need to be signed.
 - \$42,594.30 (Safe Grant -Emergency Alerting)
 - \$25,500.00 (Safe Grant- Surveillance)
 - \$32,405.70 (Safe Grant Project- Access Control)

Approval to sign the Department of Education Security Action Safety Grants CM motions to approve, DR seconds, no abstains. All in favor. None opposed.

Governance

- Working with one candidate at this time.

Personnel

- Thinking about the overall compensation package and how we want to offer that.

Outreach

- Will discuss attending STEAM Fair/Fundraising
- Intern Candidate Identified
- Staff and Specials pages updated Art, STEM, Music, Spanish, Gym
- AR/AG SEO optimization for website; may involve intern
- Got new logo from graphic designer, AR shared on the Drive

Curriculum

- Didn't meet.
- No curriculum assessment- Beautiful data.

Policies

- Held discussion to update by-laws. CES to ask attorney some questions. Clean version to be reviewed in April meeting.

Facilities, Strategic Planning

- Expansion:
 - Moving forward- in process of hiring general contractor/getting bids
 - BullMoose knows that they have to be out by June 1st
- Concept & design is done. CAD Full set of plans go out to bid
- Over April vacation the LED lights will be done upstairs and in Kindergarten rooms as part of phase one
- State of NH Opt in Survey Questions
- Committee being formed to establish goals for the school community over the next 3 -5 years
 - 3 sessions during school; will find subs for teachers who will participate
 - Monday May 6 9-12
 - Wednesday May 15th 12-3
 - Third date TBD
 - 6 hours each
 - Lunch and stipends provided

Foundation Update

Current Events

March Madness Read a Thon, March 11-27

- Students are encouraged to read minimum 20 minutes a day, Share 99 pledges (online platform that creates personalized pages & collects donation) personalized pledge page
- Students pledge goal is \$50 each, total goal is \$5,000

- 3 prize tiers K-2, 3-5. Middle school. Most funds raised, most minutes read.
- So far we have raised \$6,000 Participation: 30% since 3/123 (not including expense)
- 99 pledges same fees as paypal where donors can opt to pay processing fees

Birches Day of Giving

- June 5-6
- 24 hour fundraising period
- Will launch at year end musical
- Need to build page with Bloomerang/Kindful

Non Public

Approval to move into non-public session per RSA 91-A:3, II(a) at 6:18 PM. SM motions to move into a non-public session, PS seconds, no abstains. All in favor. None Opposed.

Approval to move out of the non-public session and into public at 6:35 PM. CM motions to move out of the non-public session, AG seconds, no abstains. All in favor. None Opposed.

Vote to seal the minutes under RSA 91-A:3, II(d) Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.

Returning to Public

Board to vote the authorize and approve the execution and delivery of a Purchase and Sale Agreement (the "Agreement") between this corporation and NV South Broadway, LLC, for the purchase by this corporation of the property known as 419 South Broadway, Salem, New Hampshire, said Agreement to be in the form presented to this meeting with such changes therein as are approved by an Authorized Officer (as defined below); and RESOLVED, to authorize the Chair and the Vice Chair (each an "Authorized Officer"), each acting singly to execute the Agreement, a bank Commitment Letter, and all other documents, certificates and other instruments necessary or desirable in connection with the above-described purchase, each with such terms and conditions as such Authorized Officer deems necessary and appropriate, the execution of any such document and the taking of any such further action by the Authorized Officer to be conclusive evidence of such approval and authority.

PS motions to approve, CM seconds, no abstains. All in favor. None opposed.

AR motions to adjourn. PS seconds. All agree. 7:38 pm meeting adjourned. None Opposed.