THE BIRCHES ACADEMY OF ACADEMICS & ART
A PUBLIC CHARTER SCHOOL

DRAFT

Board of Trustees Meeting Minutes
OPEN
Date: February 11, 2013
Held at: Birches Academy
419 South Broadway
7/8 Classroom
Salem, NH 03079

Present: Christie Storniolo, Chair, Holly Ruocco, Secretary, Dr. Dael Angelico-Hart, Head of School, Nicole Charest, Teacher Representative, Dianne Wright, Melissa Magnuson, John Mack, Caren Brown, Tara Ingalls, Ola Lessard, Ruth Templeton

Regrets: Christine Miele, Kevin Collins

1. Call to Order: CS 7:04 pm called the meeting to order.

2. **Approval last meetings minutes:** JM motioned to approve January Minutes, MM seconds. All in favor: All Oppose: none January 14 Minutes approved. MInutes emailed to PP and DOE.

3. **HOS Update:** See hand outs titled "February Governing Board Update from Head of School, Dael Angelico-Hart".
Lottery Date: March 24th at 4 pm. At the Gathering room at the Birches.
Discussed parent surveys.

4. Governance: CS sent out email about background checks. Please get them submitted if you haven't done so already. People who have access to finance/bank accounts are going to go through a more thorough background including finger prints. Governance Board needs to rethink policy to discuss if the background check comes back with an item on it and how that will affect the proceedings. We will need to update our guidelines.

5. **Curriculum Development & Assessment:** See hand outs titled "Updates from Curriculum Committee". CB states "Strengths were stronger than our weaknesses were weak", A lengthy discussion took place regarding how we are going to prove "Academic Excellence", "Art Excellence". Comparison of Testing, Portfolios. CS asked this committee to review the Curriculum outcomes during the next committee meeting. Info can be found in the Charter Application on The Birches website. http://

www.education.nh.gov/instruction/curriculum/arts/documents/frameworks.pdf. RT suggested we look at the link above for a possible way to quantify skills in the arts.

6. Finance: See attached budget sheets titled "Budget to Actual : Birches Academy BOARD COVER SHEET". JW gave report on behalf of Kevin Collins. JW reviewed the income/donations/fees. Expenses are on target. We are confident we will end the year with the 4% holdback The committee has meeting next week for next years budget. This should be ready for March BOT meeting and will be lengthy.

7. Foundation: MM reached out to PP but they have not been able to meet as of today. The Foundation does not currently have a finance committee. There were no exact numbers given. Upcoming fundraising: Annual appeal, movie night, see Foundation newsletter. They are not writing grants due to the 501C tax ID number not in yet from the IRS. MM requested the bylaws twice but she has not been given any, she will ask again. They are still working on getting the meeting scheduled and getting the numbers totaled.

8. Personnel: TI gave the report. See attached document titled "Recruitment and Selection Policy" She reviewed the differences of both documents and asked the board to review so they can combine certain items and get an approved document. Sexual orientation and pregnancy should be added. CS would like to see an item that states HOS has ultimate decision making and hiring within would be granted first when possible. We discussed the application process and the forms needed. We discussed creating our own employment application that meets the need of Birches Academy. Discussed Apple Track and School Spring online software and additional costs for this. CS asked TI to combine these documents into one and address the questions we had, are we legally bound to have an application? RT would like to see some changes giving the HOS discretion to hire without the entire process if time is of the essence. Add back the "Statement of Philosophy of Education" on the requirements.

9. Outreach: OL gave us the update. First meeting took place and they focused on brainstorming ideas and gathering information. We will be nominating the school for a "Pillar Award" through the Chamber of Commerce. We want to be very present in the Business Community, Legislature, and surrounding communities. Community Events at Expos, Festivals, Farmers Market, Trade shows. Discussed activities that integrate Art. (tiled benches, donating Birches Trees and plant them associated with Earth Day) Relationship building in the community that is meaningful, long lasting. Discussed Chamber for BAH which we are scheduled for in January 2014. WMUR weather channel. Spotlight tours in the evening. We are signed up for the Chili cook off in Concord.

10. Public Comment: None present

11. 9:33 pm JM Motioned to adjourn the meeting, RT seconds All in favor: All Opposed: none.

Meeting Adjourned: 9:33 pm