



Board of Trustees Meeting Minutes OPEN  
Date: Monday, October 21, 2013 7pm

Held at: Birches Academy  
419 South Broadway Ave, Salem, NH 03079

Present: Christie Storniolo, Chair, Holly Ruocco, Secretary, Kevin Collins, Treasurer, Dr. Dael Angelico-Hart, Head of School, Ruth Templeton, Christine Miele, Melissa Magnuson, John Mack, Caren Brown, Dianne Wright (on the phone for the first part of the meeting, in person for the second half of the meeting)

Committee/Community Members: Jessica Wachsman

Public: Stephen Devito, Aimye Hartoonian, Andy Ducharme, Christina D'Allsandro, Tammy Bentley

Regrets: Ola Lessard, Sarah Morris, Teacher Representative

1. Call to Order: CS called to order 7:05 pm

2. Approval last meetings minutes: JM motions to approve the minutes for September 9, 2013, CB seconds. All in favor: All Oppose: None September 9, 2013 Minutes are approved.
3. Governance Correspondence: TI resigned from the board. All board members received this letter so it does not need to be read. CS is looking for board members to work in committee that work with complaints from parents.
4. Modify the Board of Trustees Nomination Policy. Under Procedure #4, insert "a period up to 30 days". Procedure #8, "A prospective board member can complete the background check prior to nomination. This is at their own discretion and expense and is not reimbursed if not nominated by the board." CM to vote of changes to the Trustee Nomination Policy, MM seconds. All in Favor: All Opposed: None. Changes are accepted to this Policy.
5. Open Board Position: CS Introduced Andy Ducharme (AD) and the board members have received the application and paperwork. AD was able to introduce himself. Questions were asked by a number of board members and AD answered.
6. KC Motions to go into Non Public, MM seconds. All in favor: All. Opposed: none
7. Head of School Update: See handout. DAH will track reasons for decline from school and reason for people leaving. Started Technology committee. Discussion about Birches students being allowed to go to sending districts school dances. DW will contact Salem School District to start the conversation. CM asked about school ratings on real estate sites. Discussion of Conflict Resolution Process has been tabled for this month as committee is still working towards this. CM has updated the approved policies.

8. Sexual Harassment Policy: tabled due to all board members not being prepared. This was sent out for last month but it was tabled in September. Not all board members have a copy of this or did they read this in its entirety. The location of the policies were discussed. (handbook, website) CM motions to have the approved policies and procedures all in handbook. RT seconds. All in favor: CB, CM, RT, JM, MM, CS, HR, KC Opposed: DW. Motions passes to put the policies in the handbook.
9. Curriculum Development & Assessment Committee: CB, meet September 30, 2013, balance literacy, Pearson is having issues with online program. Spanish offered through virtual academy. Teachers completed Science and SS over the summer in two year increments which works well for Birches since classes are two years. School day was discussed: Children taking the buses are not here on time and leaving early. Lengthening the school day to our current hours, discontinuing the buses. CS felt we should contact the Attorney first to discuss the law. CS felt we should take a parent poll.
10. Personnel Committee: working on Strategic Plan. The committee needs to define the policy for the HOS review.
11. Outreach: OL is absent tonight. No update.
12. Finance: KC meet October 10, 2013. Closer to a five year plan. JW gave update: September 9, 2013. KC motions to accept the september 9, 2013, CM seconds. All in favor of accepting the statements: All. Opposed: none

JW and CM used Actual costs vs. Projected costs and potential grants, fundraising goals. JW and CM reviewed each line item. JW explained in detail the lack of space due to the growth. We need the space, the building is for sale. A decision

should be made to lock us into the lease amount. JW motions to change the lease, take the additional 3000 square feet.

HR motions to add an additional administrative member, CB seconds. All in favor: All. Opposed: none (Absent: DW)

CM motioned to allocate \$20,000 in tenant improvements and acquire 3000 square feet provided fire safety regulations are approved. KC seconds, All in favor: All Opposed: none (Absent: DW) Motions passes to take the extra space and allocate \$20,000.

13. Public comment: none

14. CS motions to adjourned the meeting. Meeting is adjourned at 9:54 pm