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

Present: Christie Storniolo, Chair, Holly Ruocco, Secretary, Kevin Collins, Treasurer Dr. Dael Angelico-Hart, Head of School, Ruth Templeton, Christine Miele, Dianne Wright, Melissa Magnuson, John Mack
Tara Ingalls, Ola Lessard

Regrets: Caren Brown, Nicole Charest, Teacher Representative

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

2. Approval last meetings minutes: JW motions to pass March minutes, CM seconds.
All in favor: All Opposed: none

3. **Business:** HR Read the correspondence from a concerned parent. Discussed Policy for Lice outbreaks. DAH is abiding by the NH laws. We have a link http://www.education.nh.gov/instruction/school_health/faq_pediculosis.htm and will keep this in the handbook. It was an isolated incident and was dealt with appropriately.

4. **Governing Board Update from HOS:** See handout, discussed school store, spotlight tours, attached 2013-2014 School Calendar

5. **Committee Reports**

General: CS asked for board members to get the back ground checks applications into the State. JW reported that two have been received as of today. CS discussed science fair at Birches on April 18th, all are invited. CS commended OL on a wonderful job nominating us for the Chamber Pillar Awards unfortunately we did not win, this year.

Deadline for parents/people to volunteer for the Foundation Board went unanswered. Foundation will fall under Governance Board in May. Banking paperwork is taking place in May 2013 so the transition is seamless. CS revisited the retreat for the board. She proposed June 3, 2013 during our Board meeting but starting earlier. Golf Tournament will be coordinated by a school family and volunteers will be asked to help.

Curriculum: DAH gave report. See Curriculum Committee meeting handout.

Finance: KC and JW reported information that can be found on the cover sheet. KC in the process of interviewing the Audit Firm. KC motions that the board allow the Finance Committee to identify, interview and select the Audit firm. JM seconds. All in favor: all Opposed: none. Motion passes

JW will send out an email with the names of firm and principle to see if there are any conflict of interest. Please response.

KC is targeting May 2013 for the new vote for the new finance policy.

JW discussed the finance Cover sheet. First year of grants ended March 31, 2013.

Personnel: Recruitment and Selection Policy MM motions to approve the Recruitment and Selection Policy and implement it immediately. DW seconds. All in favor: all Opposed: none Recruitment and Selection Policy is approved. TI and CS will work on getting the policy in the correct format and will send the final policy to HR so they can be added to the BOARD APPROVED POLICIES, that can be found in the HOS office and the other with the secretary.

We are still working on frame work for the review on the HOS.

Outreach: OL reported the main points from the last Outreach meeting.
Two new members, Press list is in progress, Chili cook off, Pillar awards, Multi purpose cards with student art, personal note cards, upcoming opportunities for volunteering, tree planting, a million bones projects, current family to new/interested family outreach calls, we will be looking at the individual fundraisers and what the outcomes were so we know where we want to go with these future fundraisers.

RT discussed that there may want to a consideration for a paid position to have an internal coordinator that can bring the volunteers together when needed. She feels that this is too big of a job for a volunteer and feels it would helped that this person has access to the needs of the teachers.

Possible Open House for August 26th for the upcoming year.

6. **Public Comments***
No public comments were proposed.

Other: JM asked about the Charter Day for the teachers and DAH gave a brief update. CS discussed the benefit she got, regarding the HOS evaluation process. JM wants to know in what ways the NH Charter School organization is benefiting us.

Meeting Adjourned: 8:53 pm DW motions to adjourn the meeting: KC seconds All in favor:all Meeting is adjourned on 8:50 pm.