# Board of Trustees Meeting Minutes

## Date: December 8, 2014

## Held at: The Birches Academy
## 419 South Broadway, Salem NH

Present: Andy Ducharme (Chair)Dianne Wright (Treasurer), Dael Angelico-Hart (HOS), John Mack, Melissa Magnuson, Kara Christesen, Christie Storniolo, Christine Miele (Secretary), Jessica Wachsman, Nicole Charest (Teacher Representative), Alyssa Ross, Alexa Stewart

Regrets: None

Public: None

AD called meeting to order at 7:03 PM

1. Public Comment or Correspondence: None
2. Head of School Update from DAH:
    a. One 6th grade student has left. A new student will be starting after Christmas. Possible creation of school ambassadors to reach out to new families.
    b. Several high schools have come in to give presentations to our 7/8 students. Granite State Arts Academy, PMA, and Central Catholic have visited.
    c. Report cards went out last week. They have been well received and fewer technical glitches experienced.
    d. DAH received many supportive responses back regarding middle school teacher who gave her notice.
    e. Fire, Police, and Homeland Security representative visited the school today to discuss our emergency response plan. Bigger discussion needed if school is shut down due to an emergency for an extended period of time, i.e. fire, flood, etc.
    f. DAH shared policies at the monthly Charter School Association meeting. Only one other policy was shared with the group. Birches received invoice for membership for $4,960. The BBOT needs to review cost of membership and decide on value of continuing with the association. DW reviewed that we have spent $11,640 in three years and asked what we have gained from those funds spent. MM discussed looking at the bigger picture of expanding Charter School knowledge and exposure. CS spoke about being kept informed from a legislative perspective. DAH will contact other Charter Schools to gather their thoughts on value of and concerns about the association.

    g. Personnel Committee made minor changes to the Hiring Policy.
    h. Curriculum Committee are examining portfolios next month to determine the best practice for the system.
3. Vote on Jody Ronayne as a BBOT Member – JM motions to approve, AS seconds, CS & AR abstain, All others in favor
4. Finance Reports:
    a. JW reviewed current financial statements. JM motions to approve finance reports, CS seconds. All in favor.
5. Foundation Update:
    a. Annual Appeal has raised $17,000 with $7,500 pledged from company matches. Fill your Cup fundraiser went very well. Total income was $28,000 - $10,000 in expenses for a total of $18,000. Two additional large fundraisers coming up – Snowball Dance and Casino Night.
6. Main Issues and Policy Updates:
    a. Committee needed to review HOS evaluation form and process and update it for the following school year. AD asked for two volunteers for the committee.
7. Old Business: Approval of minutes from November meeting. JM approves, MM seconds. All in favor. AD and AS abstains. Next meeting on January 12.
8. AR motions to go into non-public session RSA 91-A:3 I(a)(b)II(a), CM seconds.
9. MM motions to come out of non-public session RSA 91-A:3 I(a)(b)II(a), AR seconds.

8:40 meeting adjourned**.** MM motions to adjourn; AR seconds