Board of Trustees Meeting Minutes

Date: July 14, 2014

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

Present: Christie Storniolo (Chair), Diane Wright (Acting Treasurer), Andy Ducharme (Co-Chair), Dael Angelico-Hart, John Mack, Ruth Templeton, Melissa Magnasson, Alyssa Ross, Alexa Stewart, Caren Brown, Kara Christesen, Jessica Wachsman

Regrets: Holly Ruocco, Sarah Morris, Christine Miele

Public: none

CS called meeting to order at 7:10 PM
AR will be secretary for this meeting.

1. Approval of Meeting minutes – changes to notes; DW wants to note that she had an opposition to the student from out of state and fixing KC last name spelling. JM motions to approve minutes with changes from 6/9/14, AD seconds. All in favor. None opposed.

2. Conflict of Interest statements – need to collect from all; CS has some but others need to submit to her

3. Decision to move board meeting to August 18 over August 11, to accommodate DAH review based on her vacation on August 11

4. Finance Cmte was postponed last week, audit week of August 4 so JW will have feedback for the August 18 mtg and we will have a more in-depth finance discussion at that time

5. Criminal Background Checks still in the works for AS, KC

6. Committees –
    a. Retain: KC – Curriculum, JM – Personnel, MM – Foundation Liaison, DW – Finance, AD – Finance. DAH – Curriculum, Personnel, Outreach.
    b. News: AR – Outreach. AS – Personnel.
    c. TBD: CM
    d. Add a Conflict Resolution committee – no more than 1/3 of trustees w/ terms not exceeding 2 years – Committee will be AD, AS, KC
    e. Need to put a call out to parents to join the committees; DAH will send a communication out before school starts. Will do it when supply lists go out.
    f. CS will specifically talk to parent who was on Outreach Cmte before and has experience in legislative matters, to see if she is still willing to serve.
7. Teacher Board liaison – motion to add the two interested teachers: Erin McArdle and Nicole Charest. MM motions to approve, AD seconds. All in favor. None opposed.
    a. Andy to email both Nicole and Erin to ask them which committee they will sit on

8. Need to find a way to engage more with the Chamber of Commerce; we were going to do a Business After Hours event but decided against it when we did not have the space – but will again be an option once the space is complete. DAH is going to ask state office about the alcohol policy for a CoC event, and JW is going to check with insurance agent. CS will ask CoC to add AR name to CoC email list.

9. Will change the September board meeting to September 15, since September 8 is the first non-holiday Monday and Foundation will therefore meet that day.

10. Everyone needs to send bios to CM. Will do a group photo in August 18 meeting. Will also add bios of past members, potentially calling them Advisory Members.

11. Foundation Update. We need to vote as a group to have them transition all their assets minus $5K. Do not have final amount as there has not been a meeting and there is not one planned. Board would like to get an update from the Foundation about 2014-15 goals, plans. JM motions to approve, RT seconds. All in favor. None opposed.

12. Head of School Update.

    a. end of school year activities were good; Field Day should be easier next year now that we have a model down and helpful to have a non-8th grade parent help run graduation
    b. Jim O'Shaughnessy presentation review from Charter Association Meeting
    c. Legislative open houses in September @ the school – light breakfast, school tour, Q&A. will look at Friday, September 19.
    d. Bob Elliott (legislator on education cmte) wants to sit w JW, DAH to review questions including charter school facts and myths
    e. Review communication policy; changes were made. AR to make final changes and send via email to all to review. Board should reply to DAH with comment or approval.

13. Motion to move to non-public session. AR motions to approve, AS seconds. Non-public session on contracts – all head classroom teachers as well as art teacher get contracts; all others are at will employees. All in favor. None opposed.

14. Motion to come out of non-public session. RT motions to approve, AD seconds. All in favor. None opposed.

15. Motion to approve contracts. DW motions to approve, RT seconds. All in favor. None opposed.

16. Board positions

    a. Secretary – CM. AR motions to approve, RT seconds. All in favor. None opposed.
    b. Vice Chair – AS. RT motions to approve, MM seconds. All in favor. None opposed.
    c. Chair – AD. RT motions to approve, DW seconds. All in favor. None opposed.
    d. Treasurer – acting DW. No vote taken.

Meeting adjourned 9:40 – RT motions, AD seconds