Board of Trustees Meeting Minutes

Date: March 9, 2015

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

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

Regrets: Andy Ducharme (Chair)

Public: None

AS called meeting to order at 7:11 PM

1. Public Comment or Correspondence: None
2. Head of School Update from DAH:
    a. Enrollment is at 192 with a waiting list of 278 total
    b. Spotlight tour well attended this evening. DAH working on tri-fold brochure for future events
    c. School calendar in line with Salem as in past years. One different day off for Charter School day.
    d. Internal testing for NWEA and Smarter Balanced will begin.
    e. Emergency Response Plan required by Homeland Security has been complete. The document is created by Homeland Security while other documents are received from the town and some information is updated for Birches specifications. The documents must be signed by the BBoT and kept on file at the school.
    f. A parent has been working on updating our websites. Bios of the BBoT will be updated and added to the website by next month.
    g. Chili cook-off at the monthly charter school meeting was a great success. We tied for first.
    h. HB563, a bill to increase Charter School funding, is going up for vote on Wednesday in the House. If it passes, it will get through to the Senate. A property tax relief bill passes in the House and will move to the Senate. Charter Schools can petition the town to refund the portion of property tax our landlord pays to the town.

3. Finance Reports:
    a. Finance Committee did not meet this month, so we will bring reports next month. The budget will be sent out to the BBoT prior to next month's meeting for review and approval.
    b. Kindergarten classroom has received many donations from families and businesses.
    c. JW spoke with the landlord regarding concerns from future tenants regarding the noise from the large community room. The landlord would like us to take additional downstairs space. JW also spoke with the landlord about possible changes to the upstairs space. AS will draft letter to landlord regarding our concerns with a storage facility located in the upstairs space.
    d. Kindergarten has much interest but some parents are concerned with the first floor and windows into the classroom. DAH and JW will be researching window films and a security system.
4. Foundation Update:
    a. MM has indicated our annual appear was at approximately $35,000. However, only 30% of families donating. We will be pushing another round of annual appeal letters.
    b. Casino Night is in the planning stages for April 17th at Searles Castle. We are still actively looking for volunteers. We have sold many tickets already, but there is only space for 150 people.
5. Main Issues and Policy Updates:
    a. Non-Disclosure Agreement Policy review – DAH spoke with attorney regarding having some regular visitors sign full NDA versus signing the login sheet with the NDA in the log book. Attorney said that signing the login sheet agreement only is not enforceable. CS motions to accept the NDA. JM seconds. All in favor. JM Motion to give policy DW seconds.
6. Old Business:
    a. Approval of minutes from January meeting. JM motions to approve. MM seconds. CS/KC abstains. All others approve.
    b. Approval of minutes from February meeting. JM motions, KC seconds. CS abstains, MM abstains. All others in favor.

8:53 meeting adjourned**.**