Board of Trustees Meeting Minutes

Date: August 10, 2015

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

Present: Kara Christesen (Chair), Christine Miele (Secretary), Andy Ducharme, Alexa Stewart, Dael Angelico-Hart (HOS), Jessica Wachsman, Alyssa Ross (Call-in), Christie Storniolo, Melissa Magnuson, Dianne Wright (Co-Treasurer)

Regrets: Erin McArdle (Teacher Representative), Nicole Charest (Teacher Representative), Jody Ronayne (Co-Treasurer)

Public: None

KC called meeting to order at 7:07 PM

1. Public Comment or Correspondence: None
    a. KC followed up with interested Board Member but has not heard back. KC will reach out again.
2. Head of School Update from DAH:
    a. Enrollment total of 225. All classes are full. Waitlist total of 238.
    b. Review of reasons why students left from prior year. Several students left due to enrollment in private school, enrollment in other charter school that runs through high school, and a few returned to public middle school.
    c. School has had a busy summer with camps and preparation of K classroom.
    d. Charter Association is still looking for an Executive Director. Recently a petition was sent to the Board of Education to open a 6-12 STEM charter school in Salem. The petition was declined. Superintendent of Salem schools wrote a letter strongly against a charter school in Salem.
    e. Curriculum Committee - DAH reviewed NEWA and Smarter Balanced testing scheduling throughout the year. May consider NEWA in the Fall and Smarter Balanced in the Spring. Review of Fall to Winter scores for all grades.
    f. Personnel Committee – Grade 3 Assistant resigned due to death in the family and personal reasons. Interviews are underway. DAH looking for part-time Algebra I instructor.

    g. KC reviewed 3 main goals for DAH for 2015-2016 based on New Goals, Goals from Strategic Planning Session, and Goals from Board Review and Parent Surveys.
3. Finance Reports:
    a. Finance Committee did not meet in July.
    b. According to landlord, we need to install slop sink and water fountain which were not in original budgeted plan. Work will start on 8/11/15. Walls will start on Wednesday. Alarm and white boards will be installed Thursday.
    c. New playground rubber mulch will be installed on 8/11/15
    d. JW reviewed discussion with the auditors. A new procedure from the auditors has begun this year. A new form was given to JW for the BBoT to fill out and sign.
    e. JW is currently pricing window covering for the first floor windows for privacy.
4. Foundation Update:
    a. MM indicated that the Foundation has not met this summer. Replacement chairs have been found for the Annual Appeal.
5. Main Issues and Policy Updates:
    a. By-Laws review and update – KC made notes of changes to each section which will be updated on original document. CM will update changes
6. Housekeeping
    a. June minutes. AD motion, CS seconds – DW, AD, AS abstain. All others approve
    b. July minutes. AS motion, DW seconds – All approved
    c. November Board Meeting will contain Board training session.

DW motions to adjourn, AD seconds. All agree.

9:47 meeting adjourned**.**