Board of Trustees Meeting Minutes

Date: April 13, 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, Jody Ronayne, Christie Storniolo, Melissa Magnuson Andy Ducharme (Chair), Dianne Wright (Treasurer)

Regrets: Alexa Stewart

Public: None

AS called meeting to order at 7:15 PM

1. Public Comment or Correspondence: None
2. Head of School Update from DAH:
    a. Currently 192 enrolled students. We still have a robust waitlist of 260 students for 1-8. An excellent spotlight tour on April 7th brought in many K and 1st families interested in the school. Looking to increase 1st grade waitlist. Communication will be sent out to existing 1st grade families to recruit friends and families to waitlist.
    b. DAH surveyed Birches alumni on preparedness for HS specifically in categories of Math, ELA, Science, etc. All respondents felt prepared for HS. Students and parents gave suggestions for improvement. Discussion on creating more robust mid-terms and study skills preparedness.
    c. DAH reviewed upcoming events through the end of the year.
    d. State testing has been completed. Testing all students on iPads simultaneously proved challenging for the staff and students and overwhelming for the wireless network.
    e. Charter Association meeting is on 4/14/15. Upcoming steps for funding bill – HB563 needs to be heard in Senate Finance and then on the floor of the Senate. Budget is typically approved June 30th.
    f. Curriculum committee met and reviewed and revised portfolio cover sheet.
3. DW motions to go into non-public session RSA 91-A:3 I(a)(b)II(a), MM seconds. All in favor.

4. AR motions to come out of non-public session RSA 91-A:3 I(a)(b)II(a), CM seconds. All in favor.
5. AR motions to accept resignation of Ms. Devine with regrets, DW seconds.
6. Finance Committee:
    a. JW reviewed 2015-2016 budget. JM motions to approve 2015-2016 budget, AR seconds. All in favor. None opposed.
    b. JW reviewed Kindergarten location update discussion with landlord. Landlord would like to negotiate for Birches to rent more space on the first floor. Finance committee will be reviewing most recent offer from landlord. JW will contact landlord to re-negotiate and an additional finance committee meeting to review and make recommendation to board.
    c. JW will review lease with attorney regarding landlord taking space upstairs, possible storage
7. Foundation Update:
    a. MM indicated Casino Royale is on April 17th. 97 tickets sold to date. Many auction items and raffle prizes received.
    b. Foundation has raised over $63,000 to date.
8. Main Issues and Policy Updates:
    a. DAH reviewed Emergency Response Plan. Martha has asked FD and PD to sign and has not been able to get the document signed.
    b. HOS Evaluation Committee met twice. Survey monkey will be sent out beginning of May and due back end of May. Evaluation to take place in June. DAH will decide on several staff members to complete evaluation. Separate surveys for teacher representatives and board members.
    c. JM motions to approve Emergency Response Plan as written, AR seconds. All in favor. None opposed.
9. Old Business:
    a. Approval of minutes from March meeting with changes. JM motions to approve. MM seconds. All in favor. None opposed. AD abstains.

9:18 meeting adjourned**.**