Board of Trustees Meeting Minutes OPEN

Date: August 21, 2018

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

Present: Kara Christesen (KS), Christie Storniolo (CES), Christine Miele (CM), Alyssa Ross (AR), Dianne Wright (DW), Bob Hawkes (BH), Mike Gendreau (MG)

Admin: Chris Smith (CDS), Jessica Wachsman (JW), Ruth Templeton (RT), Aimye Haroutunian (AH), Michelle Cole (MC), Erin Balfe (EB)

Regrets: none

Public: none

KC called meeting to order at 5:36pm

1. Q&A with candidate for consultant, strategic initiatives – William Nevious
    a. William provided his background, credentials
    b. William recommends 4 main areas of focus:
        i. Board development
        ii. Enrollment management
        iii. Finances
        iv. Competition
    c. Q&A with Board, Admin team
2. Dean of School update
    a. Enrollment/wait list
        i. Enrollment healthy at 224
        ii. Low wait list in grades 1-3; AR to think about some recruiting/work on a new handout – can provide the handout at Salemfest 9/15 (AH attending) and Windham Harvest Fest 10/13 (TBD re staffing)
    b. Policies to review in Sept meeting – all members should review and provide CDS input prior to the meeting
        i. Weapons policy
        ii. Grievance policy
    c. Personnel

        i. Hired Spanish teacher; considered contracting but it was less expensive to hire
        ii. Middle School teaching assistant hired
        iii. SPED paraprofessional hired
        iv. 3rd grade lead teacher hired
        v. Still looking to hire a part time ESL teacher
    d. 2018-2019 Goals
        i. Staff training
            1. ALICE (active shooter training); CM approved motion to proceed with the program, BH seconds – all approve
            2. CPI (Crisis Prevention Institute) – taking place 8/22 and 8/23
            3. Fundations
            4. Google (will have a volunteer to come in to do the training)
        ii. Maximize technology use
            1. Pilot use of Google devices (save money, works with Google suite)
            2. Crowdfund a 3D printer (have a volunteer for training teachers/staff on Tinkercad) – AR to look into options; could also be integrated with DI
            3. Capturing the Birches story on video
            4. Green screen
            5. Podcasting (Soundcloud)
        iii. Dig into data for learning in multiple areas (student scores, teacher training, etc.)
        iv. Arts Integration
3. Strategic Plan/Roadmap review
    a. All Board should review current plan on Google docs; to be discussed in Sept meeting – each member can propose a new goal, provide comments, etc.
    b. Initial comments on plan:
        i. KC wants to ensure curriculum mapping continues as part of the strategic plan, to be done by teachers – both to help with any personnel changes but also to ensure consistency in arts integration
        ii. KC wants to ensure arts integration is more clearly defined across all grades in the plan
        iii. CES wants to ensure Employee Reviews are more clearly defined in the plan
    c. Establish an *ad hoc* Strategic Planning Committee as a subset of the Board ; AR motion, CES seconds – all in favor, none opposed
        i. CES, CDS to discuss committee makeup
4. Move to non-public session
5. Return to public session.
6. Motion to extend offer to William Nevious as part time consultant, strategic initiatives. CS motion, MG motions. DW, CES, BH, CM, MG in favor. AR against. KC abstains.
7. Next meeting: will be moved to Wednesday, September 12 instead of Tuesday, September 11 – still at 6:30pm.

AR approves to adjourn. DW seconds. All agree.

9:53pm meeting adjourned**.**