Board of Trustees Meeting Minutes

Date: September 17, 2019

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

Present: Chair: Christie Storniolo (CES), Christine Miele (CM), Bob Hawkes (BH), Alyssa Ross (AR), Emily Haswell (EH), Michael Gendreau (MG)
Staff: Chris Smith (CDS), Aimye Haroutunian (AH)
Consultant: WIlliam Nevious (WN)
Regrets: Erin Balfe (EB), Jessica Wachsman (JW)
Public: Debbie Kruzel

CES called meeting to order at 5:37 pm

General

Approval of minutes from June 11 meeting. BH motions to approve, EH seconds. All others approve. None opposed. CES, MG abstain.

Correspondence: received resignation of Board member Dianne Wright

Next meetings

- October 8: 5:30pm Finance committee
- October 14: 5:30pm Board
- November 5: 5:30pm Finance committee
- November 12: 5:30pm Board
- December 3: 5:30pm Finance committee
- December 10: 5:30pm Board

Upcoming Community Events

- SalemFest: Saturday, September 21 (Kelley Library)
- Salem Scramble: Saturday, September 28 (Salem High School)
- Windham HarvestFest: October 19 (Griffin Park)

- Salem BizFest: October 24 (Mall at Rockingham Park)
- Art of the Ask workshop: November 5 (Tuscan Kitchen)
- Fill Your Cup: November 22 (Casteton)

William Nevious, Consultant: Contract

- *2019-2020 contract.* BH motions to approve. MG seconds. All approve. None opposed.

Interview of Debbie Kruzel, Board candidate

- Questions
    - Why interested? Passionate about school choice
    - Board experience? Salem Rotary; was President last year
    - What strengths can you bring to the Board? Has some educational background. Has done some fundraising and local marketing.
- Motion to move to non-public. AR motions, CM seconds. Roll call: all in favor.
- Motion to return to public. AR motions, CM seconds. Roll call: all in favor.
- Nomination of Debbie Kruzel to join Birches Board of Trustees. BH motions, CM seconds. All in favor.

Capital Campaign

- Shall the Board move forward with a capital campaign and set up a committee to help run it? CM motions, DK seconds. All in favor. None opposed.

Foundation update

Fill Your Cup, November 22

- Ticket sales opened Monday, September 16
- AH working on sponsorships

Charity Gaming

- License approved
- Concord Casino October 4-10
- Rivers Casino - meeting in October to determine if we can apply for dates there as well

Annual Campaign

- Will continue as usual despite capital campaign's introduction

Friends of the Birches

- A-Brews Meat Bingo was rescheduled to 10/3 by request of the owner
- Club 14 in Windham: working with them to schedule a Birches Academy weekend
- Scholastic Book Fair: scheduled for 12/16-12/19
- Special Friends Day: scheduled for 12/19
- Halloween: looking to work with Middle School students to host K-5 at the school

Dean of School update

Enrollment

- 224
- Waitlist is robust across most grades

Events and Updates

- Maker Space is coming along
    - Ordered technology at different levels to try to have something for everyone; will do some through after school club
        - Little Bits
        - Makey Makey
        - Raspberry Pi
        - Ozobot
    - Class on setting up the sewing machine
- After School clubs are starting soon, but need more volunteers to lead
- Issues with special education services from the districts; some parents are expressing discontent with this. The districts say they will have someone soon.
- Fire drills: will start to have some with no warning. Will have a parent night to talk about Avoid, Deny, Defend (ADD) training and philosophy, then will roll out to the kids.
    - CES would like to have Board presence at the meeting.

Personnel/HR

- Fully staffed
    - Hired new 4/5 teacher, Middle School math, Spanish
    - New staff members have been getting good reviews from parents and kids

- Staff training:
    - Training on transgender law took place
    - Working to fill out full training schedule for this school year
- Staff reviews will begin on the week of September 16

Technology

- New Chromebooks are activated, testing environments are set up

Middle School

- Some bugs in the block schedule that we are working out; but it seems to be opening up possibilities including more robust electives.

Committee updates

Finance

- Reviewed budget actuals through June 30. CM motions to accept, EH seconds. All others approve. None opposed. DK abstains.
- Reviewed financial statements through July 31 and August 31. CM motions to accept, EH seconds. All others approve. None opposed. DK abstains.

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Governance

- Continue to explore Board member candidates; have a few potential nominees.
- Board Nomination policy under review.

Outreach

- Updating brochures, will be ready this month.
- Active schedule created and being executed by Facebook.
- Starting to activate Twitter.

Personnel, Strategic Planning, Curriculum, Assessment & Accountability

- All need to schedule meetings

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Policy Review

Approval of Drug Free - BH motions, CM seconds. All approved,.

Motion to move to non-public. AR motions, CM seconds. Roll call: all in favor.

Motion to return to public. AR motions, CM seconds. Roll call: all in favor.

Public comment: none

CM motions to adjourn. MG seconds. All agree. 8:44 pm meeting adjourned