Board of Trustees Meeting Minutes
Date: May 12, 2020

Held via ZOOM videoconferencing

Present: Chair: Christie Storniolo (CES),Vice Chair: Secretary: Alyssa Ross (AR), Michael Gendreau (MG), Bob Hawkes (BH), Debbie Kruzel (DK),
Staff: Chris Smith (CDS), Jessica Wachsman (JW), Aimye Haroutunian (AH), Erin Balfe (EB)
Regrets: Christine Miele (CM)

CES called meeting to order at 5:35pm

General

This meeting is taking place during the COVID-19 crisis; we are holding the meeting via videoconferencing software. The public was notified and invited to join.

Approval of minutes from April 14 meeting. BH motions to approve, MG seconds. All approve. None opposed. .

Correspondence: none

Next meetings

- June 2: 5:15pm Finance committee
- June 9: 5:30pm Board

Miscellaneous business

- 2020-21 school calendar
    - Very close to Salem, except will go to school on November 3 (voting day) in lieu of Charter School day in March
    - AR motions to approve, DK seconds. All approve. None opposed.
- May 14 online art show
- Working on graduation plans for both K and 8th

Dean of School update

Enrollment

- 225
- Kindergarten Fall 2020
    - 23 have accepted their slot, 1 open to retention
    - Have a waitlist of 5

- Surveyed parents about intent to return; so far have 155 yes, 8 maybe, 2 no

Events and Updates

- School is remote for the rest of the year
- Teachers continue to deliver instruction and are utilizing several new programs; expected when we return to "normal" that our teachers will be able to use this to augment their instruction in meaningful ways.
- Tea with Mr. Smith has been going well; people seem to appreciate the opportunity to meet up.
- Creating 'lunch with Mr. Smith' for rotating classrooms.
- Mr. Smith has been calling parents who have expressed a struggle and offering assistance daily; have also started also calling parents who are doing really well.

Personnel/HR

- Contracts being extended
- Mr. Comtois has resigned effective at the end of the year.
- Mrs. Mangelinckx is retiring at the end of the year; Mrs. Madden will be taking over third grade.

Foundation update

Launched "Thoughts From The Foundation"

- Explained to our families the impact COVID-19 has on The Foundation & the school's financials.
- Urged families to donate to Annual Fund or forgo refunds
- Raised about $6,000, $3,178.60 was from enrichment fees donated

20k in 20 Days Annual Appeal Campaign

- Grass root campaign to energize community to donate to the Annual Fund (similar to last years 10k in 10 days)
- Each day we will post a quote on how much people are saving on gas, manicures, pedicures, dining out, movies etc.
- Start date May16, right after the Appreciation Parade

Other Activities

- Foundation Board decided to focus fundraising directly on Annual Fund and not to add a "Read a Thon" or "Jog-a-Thon.
    - Will plan a virtual "Thon" for the summer to keep community engaged and jump start fundraising calendar for the 20/21 school year.
- Epilepsy Foundation clothing drive postponed as they are not doing any pick ups until June 1

- Fill Your Cup has been moved to Friday, April 2, 2021
- Virtual Teacher Appreciation Week
    - Spirit week is a shout out to our amazing teachers
    - Fabulous Friday we will have a Appreciation Parade
    - Teachers will be receiving a boxed lunch to go, gift bag that includes a gift card, t shirt, some Dr. Suess inspired snacks, a 1 qt. perennial from Freshwater Farms
- Virtual Field Day**:** working on daily field day games for students to complete at home

Committee updates

Finance

- COVID-19 impacts
    - Our 8 week period for Payroll Protection Program is mid-June
    - JW is continuing to learn all the guidelines to work to turn it into a grant.
        - Motion to accept Payroll Protection Program. AR motions to approve, CM seconds. All approve. None opposed.
    - Approval came from state grant, was extended from 15% to 100% on technology because of COVID impact
    - Another grant in process that can be retroactive to March 13 for COVID-related expenses
- Financial through April 30. Motion to accept. AR motions to approve, BH seconds. All approve. None opposed.

Assessment & Accountability, Curriculum, Governance, Outeach, Personnel, Strategic Planning

- All need to schedule meetings

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Policy Reviews

May policies to review

- Conflict of Interest
    - AR motions to approve with spelling changes and pending no changes to RSA , MG seconds. All in favor. None opposed.
- Volunteers
    - BH motions to approve, MG seconds. All in favor. None opposed.

June policies to review

- Suicide Prevention
- Proof of NH Residency

Public comment: none

No non public session.

AR motions to adjourn. BH seconds. All agree. 6:42pm meeting adjourned.