Board of Trustees Meeting Minutes
Date: December 13, 2022

Held at The Birches Academy

Present: Chair: Christie Storniolo (CES), Vice-Chair: Christine Miele (CM), Secretary: Alyssa Ross (AR); Treasurer: Michael Gendreau (MG); Becca Allan (BA), Debbie Kruzel (DK), Alexis Goldsack (AG), Pamela Sarantis (PS)
Staff: Chris Smith (CDS), Jessica Wachsman (JW), Aimye Haroutunian (AH)
Regrets: Erin Balfe (EB)

CES called meeting to order at 5:34pm

General

Approval of minutes from November 15 regular meeting. AG motions to approve, PS seconds. MG abstains. All others in favor. None opposed.

Correspondence

- none

Next meetings

- Full Board
    - January 24
- Finance
    - January 10
- CES shared the 2023 proposed meeting schedule; it's posted to the 2023 shared folder

Teacher sharing

Monique Simard shared the Sensory Sensations program she developed with Mrs. Hawkes. In 2021 she starting to notice the students had underdeveloped motor skills and inexperience with "messy" play. Sensory Sensations is created to give students a purposeful space to get messy, explore and be creative. This will also help develop language and vocabulary skills, encourage exploration and creativity, foster social interactions, regulate and calm children, encourage experimentation and enhance the overall curriculum through play based learning. The students do this in the art room the last Friday of each month, with volunteers, tied to lessons and themes from the month. Examples include September: apple stamping, cinnamon sticks, and primary colored paint and December: hot cocoa mix, candy canes, mini marshmallows.Monique says they have advancements in their skills already. They also have a smaller version in the classroom to play with throughout the month.

Dean of School update

Enrollment

- 223 enrolled
- Wait list at 156
- Kindergarten Lottery for 2023-2024
    - 36 total applications to date (includes 13 siblings and 1 staff)
    - Lottery to be held February 1
    - Asking Senator Abbas if he'd like to pull the numbers
    - BA is presenting to Windham Coop this week to share about our program

Events and Updates

- Attended Blue Ribbon award dinner in Concord
- Held Parent Night for the 2024 DC trip was well attended; parents are excited to join the trip
- Curtains were put up in the Hills
- Book Stroll/reading on Saturday went well
- School nurse provided report of visits year to date
- Introduced new hot lunch program; it's being well received

Personnel

- Hired a floating TA
- Still looking for part time Math
- At the end of January we will be shuffling staff to fill the STEM integration position

Foundation update

Recent activity

- Scholastic Book Fair

Upcoming activity

- Movie Night TBD
- Blue Ribbon Celebration in March
- Grandparents Day

Committee updates

Finance

- Did not meet, will review 11/30 and 12/31 actuals in January meeting
- Committee will redo the budget in order to accept the grants
- Motion to accept the federal CSP grant for $550K. DK motions to approve, MG Seconds. All in favor. None opposed.

Governance

- MG has spoken a few times with a potential BOT member. She plans to attend the January meeting. MG to send resume ahead of time.
- Goal is to bring on 2 more new BOT members before end of first quarter of 2023

Outreach

- AG has taken over most of the daily postings on social media
- Windham Independent published a story on Blue Ribbon. AR pitched to Salem Life - trying to determine if they published. No response from Eagle Tribune/Daily News.
- AR has reached out to Squarespace to get quotes for website work. Have also posted on Family Corner to see if anyone can do what we need/recommend someone. AH to also ask a contact she has. This will be paid for by part of our grant.

Personnel

- CES and AR conducted CDS review.

Policy Reviews

December: Emergency care and first aid

- Motion to approve Emergency care and first aid policy. OS motions to approve, AG seconds. All in favor. None opposed.

January: none

PS motions to adjourn. AG seconds. All agree. 7:17PM meeting adjourned.