Board of Trustees Meeting Minutes
Date: May 10, 2022

Held at The Birches Academy

Present: Chair: Christie Storniolo (CES), Vice Chair: Christine Miele (CM), Secretary, Alyssa Ross (AR), Treasurer: Michael Gendreau (MG), Bob Hawkes (BH), Pamela Sarantis (PS)
Staff: Chris Smith (CDS), Jessica Wachsman (JW), Erin Balfe (EB)
Regrets: Alexis Goldsack (AG),Debbie Kruzel (DK)

CES called meeting to order at 5:40pm

General

Approval of minutes from April 12 regular meeting. PS motions to approve, MG seconds. All others in favor. AR abstains. None opposed.

Correspondence

- None

Upcoming events:

- May 19: Fine Arts Night 5:30PM - 7:00PM
- June 2: Charter Renewal Review at Birches
- June 7: Musical Performances 6:00PM - 7:00PM
- June 7-8: Birches Day of Giving, aligned with NH Gives
- June 14: K graduation morning, 8th grade graduation evening
- July 14: State Board of Ed Charter Presentation

Next meetings

- June 21: 5:30pm Finance Committee
- June 28: 5:30pm Board
- July 27: 5:30 Finance Committee
- August 23: 5:30 Board

School Highlight

- None

Dean of School update

Enrollment

- 222 enrolled
- Wait list at 174
- Kindergarten for 2022-23; 25 admitted, 30 on waitlist
- JW to create Intent to Return survey for Fall 2022

Events and Updates

- Middle School dance on May 6 was a big hit with the kids
- Middle School DC trip went well despite CDS contracting COVID; staff and parent chaperones were able to cover.
- CDS attended Crisis Prevention Institute's nonviolent crisis intervention training. Reports it was very informative and he will be scheduling staff training soon.
- We are in the midst of State Assessment testing now.
- Mr. Jones and Mrs. Hawkes are putting the finishing touches on their planning for May 19th Fine Arts Night.

Personnel

- Open positions
    - TA for Kindergarten; have two applications
    - Middle school English; new development so have not yet posted

Policy Updates

- None for this month
- June: Volunteers

COVID Update

- Quarantine + positive numbers - students and staff, currently at 20 - several cases have no known connection to in-school transmission
- Results from the last SASS tests were all negative

Charter Renewal

- Submitted charter renewal on May 6
- Charter Office to come into school June 1 or 2

Foundation update

Recent events

- May 4-5: Clothing Drive collected 4700 lbs, made $750
- May 9-13: Teacher & Staff Appreciation week underway “Camp Birches” theme

Upcoming events (some pending confirmation)

- NH Day of Giving: June 7-8
- Field Day: June 10
- Casino Gaming: June 20-29 in Concord

Committee updates

Finance

- Reviewed April 2022 budget v. actuals. Motion to accept period ending April 2022. CM motions to approve, PS seconds. All approve. None opposed.
- Audit review for 2021 is in. Motion to accept prior year financial statements. BH motions to approve, PS seconds. All approve. None opposed.

Governance Committee

- Working with 2 interested board members
    - Another in the early stages who has a background in charter, private and home schools.
    - Board interviewed new potential Board member, Becca Allan - have received her letter of interest and letters of recommendation for her candidacy

AR motions to move into non-public session per RSA 91-A:3, II(d) at 6:29pm. PS seconds. All in favor. None opposed.

CM motions to move out of non-public session and into public at 6:37pm. MG seconds. All in favor. None opposed.

Vote to seal the minutes of the non-public session because *Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant: per RSA 91-A:3, II(c).* CM motions to approve, BH seconds. All others in favor. None opposed.

PS motion to approve Becca Allan as a new Board member, AR seconds. All in favor. None opposed.

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Outreach/Day of Giving

- AR to focus on website changes after Day of Giving, using a new version of Squarespace (including creating a new page on Foundation
- Day of Giving
    - Continuing to ask for Virtual Ambassadors
        - Repromoted on family page May 10
        - Will put as top request in the weekly newsletter this Friday
    - Making updates to NH Day of Giving web page including adding videos from Mr. Jones, activities around school
    - Save the date postcards mailed
    - Committee will continue to meet regularly, promote actively

Curriculum

- Returning to mixed age model for 2022-23 school year
- Teachers will soon look at curriculum documents

Personnel

- Annual survey of staff for CDS review sent out May 10, deadline May 20
- CES motions to approve a new subcommittee for CDS 2022-23 review. PS seconds. All in favor. CES and AR will be co-chairs, will appoint other member(s) shortly.

Facilities

- Team met last week
- One site we looked at is no longer available so starting to look anew

Strategic Planning

- No update

PS motions to adjourn.BH seconds. All agree. 7:13 PM meeting adjourned.