



CHARTERED  
PUBLIC SCHOOL

# School Board Meeting

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*Meeting Minutes*

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**December 16, 2014**

Board Members Present: Thomas Frischknecht, Kim Lavallee, Sarah Frischknecht, Patty Humphrey

Public Attendance: Rick Hyotte, Kevin Ahern, Patrice Benard, Kate Baker, Lenka Steiger, Michael White

***The meeting was called to order at 4:11 PM.***

**1. Public Comment Session –**

Mrs. Patrice Bernard—question about when the policies to be discussed today will be posted. Board chair explained policies to be discussed today will become public and posted after today's first review.

**2. Approve Minutes from Previous Meeting**

***\*\* Ms. Humphrey motioned to approve November 2014 minutes. Mrs. Lavallee seconded. All members of board present voted unanimously to approve the minutes. \*\****

**3. Charter School Business**

**A. Board Chair:**

**i. New Board Member Candidates introductions:**

**Rick Hyotte--** Rick Hyotte is currently the Director of National Sales for Davis IT & Engineering and has been for over 10 years. Davis is a National Staffing Agency that provides Engineering and IT Professionals all over the country. He relies on his communication abilities to build strong, lasting relationships with clients, to ensure they reach their business goals. By taking the time to understand the needs of clients, and acquiring detailed knowledge of business trends, growth potential, and other related issues surrounding the clients, Rick is able to provide quality customer service. In addition, he is able to manage multiple high volume accounts and manage a team of

sales professionals. His efforts facilitate in the internal growth and expansion of existing business, billings, and company's profit. Before joining Davis he worked at a Fundraising and Event Company (All-Pro Productions & All Pro Appearance) where they raised millions of dollars for various charities and planned corporate events for area businesses. Prior to All-Pro Productions, Rick was the Executive Producer of The Big Show on Sports Radio WEEI in Boston. Rick Hyotte graduate from Curry College with a Bachelors in Business Administration and a Minor in Communication- 1993

**Kevin Ahern--** Kevin has been a lifelong resident of Manchester NH, growing up in the area attending local schools St. Catherine's, St. Joseph's Jr. High and Graduating from Manchester Central HS. After high school Kevin attended and graduated from Keene State College, BS 1992. In 1994 Kevin started working for MAP Communications Inc. and is currently still with the organization serving as National Sales Manager, headquarter in Chesapeake VA. Kevin is responsible for all sales activities on a National level, as well responsible for several sales teams throughout the country. Kevin's role includes sales forecasting and the development of new growth opportunities within select vertical and niche markets. Kevin has been providing enhanced Call Center Solutions to business of all sizes since 1994. MAP Communications (MAP) markets services to mostly small and medium size business throughout the US and Canada, however services are provided international as well. MAP's core business is the Call Center industry that ranges from Health Care, Emergency Response, Contactors, Trades (Plumbers, HVAC, Electrical, Restoration) Technical Support, Call Center Services, Virtual Receptionists, e-Commerce and Government Services. Kevin has been an Executive leader with over 20 years' experience in professional call center service industry. Experience includes driving domestic & international sales and service growth with direct client contact, building and implementing new efficiencies and developing long term partnerships. A proven track record of profitably growing customer base, managing and developing high-performing sales teams to excellence.

**Kate Baker— Currently *Executive Director*, Network for Educational Opportunity**

**EDUCATION:**

University of New Hampshire, Durham

Bachelor of Science: Business Administration, Cum Laude

**COMMUNITY LEADERSHIP EXPERIENCE:**

Polaris Charter School – Chairman of the Board

Polaris Charter School Educational Foundation – Co-Founder

The Greater Manchester Alliance for the Gifted – Co-Founder and President

City of Manchester - Mayor Frank Guinta's Education Advisory Committee

Manchester School District – Magnet Program Implementation Committee

Manchester School District – Gifted and Talented Program Advisory Committee

Academy for Science and Design Educational Foundation – Co-Founder

University of New Hampshire – Whittemore School of Business - Economics Teaching Assistant

**Lenka Steiger—**"My name is Lenka Steiger and I was born in Czech Republic (Czechoslovakia at the time of my birth). I grew up in Europe and went through the European public/private school system. After 9th grade I was accepted into business school in Prague and graduated with business degree in 1997. I spent the entire summer of 1997 working in the United States at a summer camp. After returning to the Czech Republic, I was hired by Panasonic, a Japanese company, at their Prague headquarters. I was part of their logistic team for European distribution. After marrying my husband we moved to the United States. We have lived here ever since and the last 10 years here in New England. We have been blessed with 4 children, two of which attend The Founders Academy. Until this fall, I had homeschooled all of my children. I did this for about 10 years. Over the years I enjoyed teaching my children and others through some local homeschool coops. I wholly support the school charter and would love to see it thrive in the years to come. I plan on

being involved in my children learning and help others along the way. I currently run our household and volunteer at TFA and my girl's charter school."

**\*\* Several board members have had the pleasure of speaking with these candidates previously and all feel they would make a meaningful contribution to the board. \*\***

**\*\* Ms. Humphrey moved that we accept all four candidates as new members of the board and thank them for their willingness to participate and further the interest of the school. Mrs. Frischknecht seconded the motion. All board members present voted unanimously in favor. \*\***

The new board members were invited to join the existing board at the table.

**ii. Smarter Balanced Testing—The administration of the school proposes we submit a resolution to the board of education stating that we wish to be exempt from this testing. It is also proposed that parents will be provided with an opt-out form, so that they can opt their children out of the Smarter Balanced Testing.**

**\*\* Motion to table this till next board meeting by Ms. Baker. Motion seconded by Mrs. Frischknecht. All board members present voted in favor. \*\***

The board asks that the administration draft a resolution to be presented at next meeting. Ms. Baker will research the legal side of such a resolution and the distribution of an official Founders Academy parent opt-out form.

**B. Treasurer Report:**

-- Treasurer has met with the external auditor and Founders has a received a positive review. (Auditor is happy with the financial practices and standing.)

-- Balance sheet (as of 11/30/14) was provided to the board.

-- Admissions: About 35 completed new applications for next year have been received.

**C. Director's Report:**

-- Facility Update: The facility completion is ahead of schedule. After the holiday break we expect to have access to 2/3 of the building.

**-- Faculty & Staff:**

- New history teacher (Aaron Jacobs) has been a wonderful addition to the staff. He is well received by staff and students, and he maintains a well-run classroom.
- Front desk intern (Kimberly Frischknecht) is returning to school in January, so it was determined by the administration that she will be replaced by Mrs. Bridgett Hyotte, who has already started as of last week to transition the position.
- Hiring season for next year is typically from Feb. to May.

**D. Committee Reports:**

-- Outreach Committee formed:

**Members: Rick Hyotte (Chair), Kevin Ahern, Kate Baker**

**-- Finance Committee:**

**Members: Kim Lavallee (Chair), Lenka Steiger, Kate Baker**

**-- Policies Committee:**

**Members: Kim Lavallee (Chair), Maureen Mooney, Rick Hyotte, Kevin Ahern**

**The following policies were presented and discussed (and can be found at the board website: [Board Policies](#))**

BBA- Board Member Authority

BBA- School Board Powers and Duties

BEAA- School Board Meeting Preparation:

**Ms. Baker suggests that 4 days be changed to 7 calendar days.**

BEC- Non-Public Session

BEDH- Public Participation at Board Meetings

BG- Board Policy Process

KEB- Public Complaints About School Personnel, Employees, Students or Administration

***\*\* Ms. Baker motioned that we have a consent vote to move forward the policies to the next meeting to be voted on at that time, allowing for review. Mr. Hyotte seconded the motion. All board members present voted in favor. \*\****

**E. Next Board Meeting: 1/21/14 at 4:00pm**

***Motion to adjourn at 5:41 PM.***

**Board Approved: January 21, 2015**