



## CHARTERED PUBLIC SCHOOL

### School Board Meeting

June & July, 2014 @ 1:00pm

***Meeting Location: Academy for Science and Design, Nashua***

Board attendance:

Present: Thomas Frischknecht, Patricia Humphrey, Kim Lavallee, Sarah Frischknecht, Cathy Cullity

Absent: N/A

Public Attendance: Glenn Douglas

### Minutes

Meeting called to Order at 1:05 PM.

- 1) Public Comment Session (up to 15 min) – none
- 2) Approval of previous Meeting Minutes

Ms. Humphrey moves to approve previous minutes. Mrs. Lavallee seconds. All board members voted in favor to approve.
- 3) Board Business
  - a) Chairman Report
    - i) Presentation of the budget projection. The projection shows for the first year of operation a deficit but by the 2015/2016 school year, the school should be self-sustaining.
    - ii) Personnel: Employment Contracts will be offered to the following individuals:  
Elizabeth Duffy (Language Arts teacher),  
Maria Bechis (Science teacher),  
Anna Lopez (Math teacher),

Kathleen Barlow (French teacher),  
Greg MacKenzie (Music Arts-Band teacher),  
Mike Glaeser (History teacher),  
Sarah Houghton (Music Arts-Chorus teacher),  
Deborah Waitt (front desk/reception admin)

- iii) Note for the record: Kim Lavallee has already been hired as business manager.
- iv) Motion to issue employment contracts to the above individuals for the 2014-2015 school year by Mrs. Humphrey. Mrs. Frischknecht seconded motion. All board members voted in favor, with Kim Lavallee abstaining.

b) Treasurer Report

- i) Auditors have been working with the business manager for a three day audit.
- ii) Airport (who owns land) requires that the school have liability insurance. Business manager is shopping now for competitive policies.
- iii) Business manager is looking into Title 1 and Title 2 grant monies and what is required to get this money for the school, and whether it is worth the school's efforts to get it.

4) Operations Updates:

Facility update –

- i) Building renovation is back on schedule, after some delays with permits. Some things will be able to be moved in starting middle of August. School starts Sep. 2.
- ii) Building Lease
  - (1) The school building is owned by the Founders Academy Foundation. The foundation will lease the building to the school. The lease document with the Founders Academy Foundation is being prepared by the foundation for signing.
  - (2) Mrs. Frischknecht motioned that we give the board chairman and the treasurer the authority to complete and sign the lease agreement with the foundation. Mrs. Humphrey seconded the motion. All board members voted in favor.

5) Committee Updates

Outreach Committee: Committee is working on a partnership with Rivier University for nursing students who can provide some part time nursing staff to TFA. Other volunteers like parents have come forward offering assistance for other areas, like lunch room duty, etc.

Other programs like after-school programs are being explored: Civil Air Patrol, Girls, Inc, YMCA programs, etc. Also before-school drop-off programs are being investigated for commuter families.

6) Annual Meeting Schedule

- a) 4<sup>th</sup> Tuesday in a Month (with a few exceptions):  
8/19 (*3<sup>rd</sup> Tuesday*), 9/23, 10/28, 11/25, 12/16 (*3<sup>rd</sup> Tuesday*)
- b) Motion to adjourn meeting by Mrs. Humphrey. Motion seconded by Ms. Cullity. All board members voted in favor. Meeting adjourned at 2 P.M.

**Approved: 8/26/2014**