



CHARTERED  
PUBLIC SCHOOL

# School Board Meeting

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*Meeting Minutes*

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**May 20, 2015**

Board Members Present: Thomas Frischknecht, Kim Lavallee, Sarah Frischknecht, Richard Hyotte, Lenka Steiger, Kevin Ahern.

Absent: Patty Humphrey.

Public Attendance: Robert Marville, Darren Hardy, Tracy Hardy, Kathleen Barlow , Maureen Mooney

***The meeting was called to order at 4:03 PM.***

**1. Public Comment Session – none**

**2. Approve Minutes from Previous Meeting**

***\*\* Mr. Hyotte motioned to approve the April 2015 board minutes. Mrs. Steiger seconded. All voted in favor.\*\****

**3. Proposal for overseas school trip** (Mrs. Kathleen Barlow, faculty member): Looking to plan a trip to take place in 2017. A survey was sent out to determine where the most interest was in the school community on where to go. About 120 responded, 20 were not interested; highest interest was to go to France/England, then France/Belgium/Switzerland and lastly France/Spain, so far.

***\*\* Mr. Hyotte motioned to approve a school trip to Europe. Mrs. Steiger seconded. All voted in favor.\*\****

Board requests that Mrs. Barlow return with more details when she has a set itinerary and insurance information, right before she “launches” this trip.

#### **4. Charter School Board Business**

##### **A. Board Chair Comments (Mr. Frischknecht):**

-- Email vote to publishing of salary of Mrs. Lavallee in newspaper salary per requirement of auditors, as explained in email. All voted in favor by email.

***\*\* Mr. Hyotte motioned to ratify email vote for publishing Mrs. Lavallee’s salary. Mr. Ahern seconded. All voted in favor.\*\****

-- Email vote to allow school to seek a Bridge loan to cover expenses (employee salaries, etc) to be paid back with the first funding check in the fall. (Property taxes had to be paid this year to Manchester.) All voted in favor by email.

***\*\* Mr. Hyotte motioned to ratify email vote for seeking a bridge loan to cover end of year/summer expenses. Mr. Ahern seconded. All voted in favor.\*\****

There will be no board meeting in July.

June 17 board meeting will be the Annual Organizational Meeting.

##### **B. Treasurer Report (Mrs. Lavallee):**

Next school year, the school should be exempt from paying property taxes, since the building meets all criteria for exemption.

We will reopen the budget to include the property tax fees, and review to see if additional adjustments can be made to better utilize the funds. A revised budget will be presented to the board.

#### **5. Director’s Report (Mr. Frischknecht):**

##### **A. Final Phase of Class Scheduling**

##### **B. Faculty & Staff: Hiring is Complete**

##### **C. Yearbook: Katy Mote has taken this on and completed a yearbook for this year.**

##### **D. Testing Complete:**

Smarter Balanced  
Science NECAP

E. Events:

Past Events: Semi-Formal Dance—turned out really nice, parents contributed a lot of time, resources to make a nice event

Upcoming Events:

July 15-Aug 14 -- Summer Camps at TFA

May 21: CAP (Civil Air Patrol) Open House at TFA

May 22: Grade 6, 7, 8 Band, Chorus, Show Choir will go to Great Northeast Festival to perform

June 1: Choral and Band Concert 7 pm

June 5: TFA Family Fun Day at TFA 5 – 7 pm

June 8: 8<sup>th</sup> Grade Class Trip to Altitude Park and AMC

Musical Talent Show 7 pm

June 9: Last day of school/ Field Day

**6. Faculty Member Report** (Mrs. Maria Bechis): Nothing new to report. Asks for guidelines as to what the board would like to know from the teachers.

-- School play was a great success.

-- Several faculty members have projects up on DonorsChoose. One has been funded.

-- Some teachers are concerned there is not enough time for professional development, and also no money for prof. development. Is it possible to have teachers' professional development funded and can time off be given for the professional development.

Board chair asks Mrs. Bechis to relay the message that Board is very grateful to the faculty who go above and beyond their duties to help the school.

**7. Committee Reports:**

A. Finance Committee (Mrs. Lavallee): Budget is opening again.

-- School is officially starting the annual audit on June 6. We have been in contact with the auditors to begin the process. Board members may be contacted by auditors for more information.

B. Policies Committee (Mr. Ahern): The following 5 policies have been approved by the policy committee and recommended for the boards review:

1st Reading: JLF, EB, IHAK, IJOC, EBBD

***\*\* Motion for consent vote for the above policies by Mr. Hyotte. Mrs. Lavallee seconded. All voted in favor of approving.\*\****

C. Outreach Committee (Mr. Hyotte):

- Items are coming in for the silent auction at the family fun day. The food is being provided through donations. Suggestion was made by Mr. Ahern to have the kids run a lemonade stand.
- Annual fund is up to \$5000.
- Software manager & Director of Engineering of Elbit Systems (in Merrimack) will be coming to TFA to see school and think of ways to be involved with the school
- Washington DC trip and visit with Senator Ayotte
- Have some ideas from another Franklin School for Performing Arts how to earn some money from having events held at school.
- Tracy Hardy was the contact/connection to Rivier College – thanks to her for her work coordinating the nursing students visits to TFA.

**8. Next Board Meeting: 6/17/15 4 PM**

***Motion to adjourn at 5:14 PM .***