



The Founders Academy
Board Meeting Agenda
May 17, 2017 at 4p

Approved May Board Minutes

Meeting was called to order at 4p

1) Public Comments

Kimberly Scantlebury - Update the Board regarding her NOAA Teacher at Sea experience

2) Review and Approval of Minutes from April's Board Meeting

Mrs. Lavalley Made a motion to Approve the minutes- Mr. Thomas 2nd the motion- All in favor

3) Board Business:

- **Nominee of Matt Mercier for Board of Trustees** Mr Thomas made a motion to appoint Mr Mercier to a 1 year term on the Board of Trustees 2nd by Mrs Lavalley- All in Favor
- **2017- 2018 Board of Trustees meeting schedule / times 3rd Wednesday of the month-** The time was discussed and everyone seemed to agree that we need a consistent time. Mr Thomas made a motion to hold the meetings at 4p/ 2nd by Mr Johnson- All in favor.

2017 / 2018 Board meeting schedule.

August 16, 2017 at 4p	Jan. 17 at 4p
Sept. 20, 2017 at 4p	Feb 21 2018 at 4p
Oct 18, 2017 at 4p	March 21 2018 at 4p
Nov 15, 2017 at 4p	April 18, 2018 at 4p
Dec no meeting	May 16, 2018 at 4p
	June 20, 2018 at 4p

- **Chairman's discussion with The School Senate- Food in Classroom** Mr Hyotte met with the student Senate after April's decision to explain how we came to the decision..
- **Discussion on having a Student ex-officio member** - The board would like to see more details on what the responsibilities will be. Tables until Junes meeting

4) Dean's Report : see attached

5) Treasurer's Report: Line of Credit - May need a short term line of credit ust like last year. The line of credit hold us over until the first check from the state comes in for the 2017-2018 school year..

6) Faculty Report :

- Mr Kline gave an update on the planning of Teacher orientation for next year. They are planning on going over the major topics and themes in the first half of the day and then break into departments to get focused for the school year. They are also planning on having the new faculty come in 2 days earlier to get acclimated.
- High School info night- they will rolling out electives, dual credits and AP course.
- Curriculum is heading towards an exciting point. There will be Benchmarks put into place for teachers.

7) Committee Reports:

- **Outreach:** Mr Hyotte announced that Mrs Lombardozzi will be stepping down from the Board of Trustees effective on June 1st. Mrs Lombardozzi has done a fantastic job organizing the annual fund and various other events for the school. She is will be missed. Mr Hyotte thanked Mrs Lombardozzi for her service to the school and its community.
- **Policy:** An amendment to an existing policy ITT that was tabled at meeting for revisions.

Next meeting: June 21st Mr Thomas made a motion to adjourn the meeting, Mr Mercier 2nd the motion- All in favor.
Meeting adjourned at 5:04p **Approved- Board Minutes.**

**Dean of School's Report
May 17, 2017**

1. **Admissions:** To date, there are 164 applications in process. Completed and accepted are as follows: 74 in 6th grade, 19 in 7th grade, 7 in 8th grade, 8 in 9th grade, 3 in 10th grade, and 2 in 11th grade accepted. A total of 131 are completed at this time.
2. **Applicant Teacher Interviews and Guest Teaching:** Open positions are starting to get filled as offers are accepted.
3. **Teacher Orientation Subcommittee:** A Teacher Orientation Subcommittee has been established for the 2017-2018 academic year. The subcommittee met for the first time on May 10.
4. **Curriculum and Scheduling Committees:** Elective and dual credit courses are being finalized, as are teaching schedules.
5. **Summer Study Committee:** A Summer Study Committee will be established to discuss and explore various issues and scenarios within the school that do not warrant quick resolutions. The members of the committee will vary depending on the topic.
6. **NECAP:** The 8th grade took the New England Common Assessment Program mandated in science on May 9-11.
7. **High School Information Night:** The faculty will host a second High School Information Night on May 22 at 6:30pm. The instructors for upcoming electives and dual credit course for 2017-2018 will be present and offering short presentations in their rooms.
8. **Spring Fling 2017:** Spring Fling 2017 took place on May 6 from 10-2pm. It was a great success!
9. **Drama Production:** The High School Drama Club production of "Little Women" is May 19 and 20 at the Derry Opera House at 7pm.
10. **Great East Festival:** Level 3 Band and eligible Level 2 Band members will attend again this year on Friday, May 26, 2017.
11. **Spring Concert:** The Spring Concert will take place on Tuesday, May 30th at 6pm at Saint Anselm College.
12. **Field Day 2017:** Field Day is planned for May 31, 2017 and a rain date of June 2.
13. **Students of the Third Quarter:** The Students of the Quarter were Aly Avakova (high school) and Julian Henry (middle school).
14. **Teacher of the Month:** The April Teacher of the Month is Ms. Goodrich-Bundy.
15. **Volunteers of the Month:** Mrs. Diane Bell is the Volunteer of the Month for May.
16. **Distinguished Visitors:** An invitation is out to Mr. Drew Cline the newest member of the State School Board.

17. **THANK YOU** to the Student Senate and those volunteers and attendees at the Spring Fling especially Mrs. Humphrey; Mr. Tellier having received an “Excellence in the Workplace” recognition from the Rotary Club of Merrimack; and parents/guardians who filled out the survey.

Nominee for Board of Trustees

Matt Mercier, President & Founder of Acapella Technologies

Acapella Technologies acts as your company's information technology department, or augments the capabilities of the staff you already have in place. We proactively monitor your network to avoid outages when possible and maximize system productivity and uptime. Our service offerings include, but are not limited to:

- Computer Network Design and Implementation
- Network Troubleshooting
- Proactive Network Monitoring and Maintenance
- Web Design
- Intranet Implementation

Approved- Board Minutes from 4/19/17

**The Founders Academy
April 19, 2017 at 7a Board Meeting Agenda**

Board was called to order at 7:02a

Board Members in Attendance: Mr. Lombardozzi, Mrs. Lavallee, Mr. Thomas, Mrs Humphrey, Mr Johnson, and Mr Hyotte.

Ex Officio Board Members: Dean Mooney (present) Mr Kline (absent)

1) Public Comments: N/A

2) Review and Approval of Minutes from March 22rd Board Meeting

3) Board Business:

- **Lisa Moore to request permission to plan a Costa Rica trip 2018**

Mrs. Lavallee made a motion to approved the trip, Mrs Lombardozzi 2nd it- Approved

- **Advisory Board update**

Mr Hyotte announced that Sen. Sharon Carson has accepted a position on The Advisory Board.

- **Discussion and revote on the policy on food in the classroom request by The School Senate.**

Mrs. Humphrey led the discussion on changing the food Policy on a temporary basis. This was discussed in Length. The biggest concern was health related. (Food Allergies) If this board changes the policy and someone has a food reaction this board is liable. Another thing that was brought up was the standards have loosened in the country and a few years back you would never think about eating in the classroom. Mrs. Humphrey made a motion to change the food Policy. Mr. Thomas 2nd the motion to keep the process. They motion to approve the food policy was defeated by a 4-2 vote

- **Tone of Communication between The Founders Academy and Parents**

There has been a number of recent emails and communication that has been unacceptable and in most cases the accusation / statements are untrue. Everyone needs to be a where of the tone of emailed and communication towards one another.

4) Dean's Report : See Below

5) Treasurer's Report: Update 2017-2018 budget

Mrs Lavallee presented the budget for review. Mr. Johnson made a motion was made to approve the 2017-2018 budget. Mr Thomas 2nd the motion. Motion to approve the Budget was approve. Mrs. Lavallee and Mr Hyotte Abstained.

Approved- Board Minutes from 4/19/17

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6) Faculty Report : N/A

- Update on Curriculum

7) Committee Reports:

- **Outreach:** update Annual fund,

Next Outreach meeting is on May 11, 2017 at 6:30p at the school. The Annual Fund is up too \$26,714. Mrs Lombardozzi mentioned that we should be mentioning the Annual fund at Admission Nigh t& Open House.

Dining for a cause went well. The 99 Restaurant gives back 15% of the receipts collected from Founders Patrons. We made \$202 off the receipts and another \$89 on a raffle. Total raised was \$291. After the spring concert there will be two locations that will offer the receipt give back . Friendly's and Blake's Ice cream.

- **Policy:**

1. Policy BEDB second reading - See attached
2. An amendment to an existing policy ITT, See the amended/additional language in **bold underline** below.

ITT - Tutoring

Faculty may not tutor children in their class for compensation during the academic year. Any tutoring between faculty and children attending Founders is the responsibility of the faculty and parent/guardian regarding time, location and compensation. Instrumental and voice lessons are not considered tutoring for purposes of this policy.

Board Approved: May 18, 2016 –

Status: Tabled until May's meeting

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BEDB - Agenda

The Board of Trustees supports having a planned agenda which keeps the public advised of Board business and allows the Board to address its priorities and items of importance as they arise.

The order of business set forth in the meeting agenda may be changed by general consent or majority vote of the members present. Requests for reordering or revising the agenda should be directed to the Chair and be considered at the beginning of the meeting.

In the interest of time, certain housekeeping agenda items may be organized as one agenda item: Consent Agenda. Generally, these items have been reviewed by Board members through documentation received prior to the meeting and require no discussion. At the beginning of the meeting, the Board Chair will make suggestions of Board consent agenda items to be addressed with one motion. Board members have the option of accepting or rejecting the agenda items for the consent agenda.

Only items receiving a unanimous vote may be on the Consent Agenda.

Suggested agenda items must be submitted to the Dean and the Chairman of the Board at least fourteen (14) calendar days prior to a meeting. The Dean and the Chairman will decide what items are included on the agenda. Each board meeting agenda will include Next Agenda, where board members can offer topics for consideration. Board members will receive the agenda with supporting materials prior to the meeting.

In accordance with RSA 91-A:2, meeting notice shall be posted in at least two (2) places, warning each Board meeting at least 24 hours in advance. The Founders Academy Public Charter School will post its meetings on the school's website and in a publicly accessible place in the charter school.

Reference: RSA 91-A:2, II., Meetings

Founders' Policy Committee Approved: 2nd reading approved unanimously 4/19/17

Founders' Board Approved: 1st reading approved 3/22/17

Approved- Board Minutes from 4/19/17

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Dean of School's Report

April 19, 2017

1. **Honor Roll:** The third quarter ended on March 31. The following percentages of students made the honor roll: 13.9% made High Honor Roll (A or greater i.e., 94% or higher); 33.8% made Honor Roll (B+ through A- i.e., 87-93%); 13.9% made Honorable Mention (B i.e., 84-86%).
2. **Admissions:** To date, there are 159 applications in process. Completed and accepted are as follows: 79 in 6th grade, 21 in 7th grade, 8 in 8th grade, 10 in 9th grade, 4 in 10th grade, and 2 in 11th grade. A total of 124 accepted and completed at this time.
3. **Applicant Teacher Interviews and Guest Teaching:** Applicants are interviewing and guest teaching (under the supervision of Founders' teachers) in science, math, English, world language, chorus, and business. There is an increase of approx. 30 non-elective 5-block classes for next year, and approx. 8-10 elective courses for the fall.
4. **Teacher Assessments (update):** One on one meetings are now complete. Follow-up meetings have been scheduled and improvement plans have been drafted for some teachers. Agreements have been signed by most teachers for next year.
5. **Curriculum:** Dual credit courses are being considered by Manchester Community College and Southern New Hampshire University. Once approved and finalized, a press release will be issued by the Curriculum Committee rolling out the names and descriptions of high school electives and dual credit courses.
6. **PSAT 8/9 and PSAT 10:** The students in 8th, 9th and 10th grade took the PSATs at Founders on April 11, 2017. The standardized test covers reading, writing and language, and math. Next year the PSATs will be offered in the fall and spring. A debriefing meeting is planned for this first experience with PSATs.
7. **Summer Academy:** The Summer Camp Committee is offering multiple summer camps in two sessions July 10-14 and July 17-21. The web site has extensive details on the camps offered and costs. Ms. Henry chairs the committee.
8. **Best Practices 2018:** Best Practices 2018 will take place at Founders on March 16, 2018. The New Hampshire Alliance for Public Charter Schools asked Founders on March 29 if they would be the host site again.

9. **Spring Fling 2017:** Spring Fling 2017 is planned for May 6 from 10-2pm. Round Tables are working on booths. Volunteers are needed.

10. **Field Day 2017:** Field Day is planned for May 31, 2017 and a rain date of June 2.

11. **Teacher of the Month:** The March Teacher of the Month is Ms. Mote.

12. **Volunteers of the Month:** Mrs. Breault is the Volunteer of the Month for February; Mrs. Howe is the Volunteer of the Month for March; and Mrs. Janna Burke is the Volunteer of the Month for April.

13. **Distinguished Visitors:** Governor Chris Sununu visited the school to sign HB 91 into law on April 13, 2017. Rep. Bob L'Heureux will present animal furs from the N.H. Department of Fish and Game on April 21. Ric Cornell of the Manchester Mental Health Center of Greater Manchester addressed faculty on March 29.

14. **THANK YOU** to Mr. McKenzie for leading a trip to New York City; Madame Barlow for leading a trip to Europe, Ms. Cormier for leading a trip of the Choir to sing the National Anthem at the State House to open a New Hampshire House session on April 20; Opera NH for performing on April 17; and Rep. Bob L'Heureux of Merrimack.

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