



The Founders Academy
Board of Trustees Meeting Minutes (APPROVED)
September 20, 2017
Location: School Library

Present: Kimberly Lavallee (Founder, Assistant Dean & Treasurer), Richard Hyotte (Chairman), Maureen Anson (Secretary), Sean Thomas, Matt Mercier, Maureen Mooney (Dean), Michael Gaumont (Faculty Trustee).

Absent: Patricia Humphrey (Founder)

Guests: Nathan Wechsler & Company Professional Association, Kelli D'Amore, Principal, Ashley Major, Manager, and Stephanie Kondvar, Senior

Meeting was called to order at 4:07 pm.

1. 2016-17 Audit Presentation:

- The representatives from Nathan Wechsler & Company presented the results of their audit of the consolidated financials of The Founders Academy and The Founders Academy Foundation for the years ended June 30, 2017 and June 30, 2016. Their presentation included an explanation of the scope and objectives of the audit, the auditor's communication with those charged with governance and the financial report. It is their expectation to issue an unmodified opinion on the financial statements and release their final report by the September 30, 2017 state filing deadline. They received full cooperation from management, all records and information requests were promptly provided and there were no disagreements with management. All misstatements brought to management's attention were corrected and no unrecorded misstatements were noted. One material weakness was identified relating to financial statement preparation and the lack of ability to prepare financial statements in full compliance with GAAP specifically pertaining to financial statement disclosures.
- IRS Form 990 - Return of Organization Exempt From Income Tax is due by November 15, 2017. Nathan Wechsler & Company will prepare the returns and draft copies will be presented to management and the board. Once all reviews are complete, the returns must be signed, dated, notarized (New Hampshire return) and submitted.
- Once the final copy of the financial statements are available, if The Founders Academy wishes to publish the financials, Nathan Wechsler & Company must review prior to publishing.
- Chairman Hyotte thanked the auditors and commended Ms. Lavallee for a job well done.
- **Motion:** Mr. Thomas motioned to approve the audit report, Mr. Mercier seconded the motion. Ms. Lavallee abstained and all others were in favor.

2. Public Comments:

- Moira Ryan (parent)
 - SPED state aid - should come to The Founders Academy if students are not receiving services from their sending school district
 - Students are enjoying the school store
 - Need for more field trips and special activities - these get the students excited about education
 - Google classroom and the portal are great tools for parents
- Patrice Benard (parent)
 - Classical education - 1st week of school students are talking in the halls about Aristotle! Yes - we're doing it!
 - Stressed parents to get involved
 - Personally received an award from the NH Community Theatre Association - ActorSingers Spring Awakening Excellence in Props
 - Urged the Board to oppose the appointment of Kristi Scarpone to the Board of Trustees - parent appointments should come from the Parent Steering Committee
- Keith Lacasse (parent)
 - Pleased with the recent trip to New York City and thankful for the opportunities for students outside of school

10 minute recess at 4:55 (Chairman Hyotte and Dean Mooney).

Meeting reconvened at 5:05.

3. Review and approval of the minutes of the August 16th Board of Trustees Meeting:

- **Motion:** Mr. Mercier motioned to approve the minutes and Mr. Thomas seconded the motion. All were in favor.

4. Board Business:

- Mr. Thomas stated he would have an update on policies at the next meeting.
 - Creation of the Parent Steering Committee
 - Future parent appointments to the Board of Trustees should come from this committee and a Chairman should be chosen.
- Chairman Hyotte introduced Kristi Scarpone and allowed her to introduce herself and answer questions.
- **Motion:** Mr. Thomas motioned to approve the appointment of Kristi Scarpone to the Board of Trustees as an external board member and Ms. Lavallee seconded the motion and all were in favor.
- Parent Steering Committee:
 - Board appointed per the charter
 - Policy needs to be developed
 - Intended to be a place for parents to discuss or raise concerns to the proper channels
 - "FFG" - Founders Family Group - possible internal solution
- Committee Expectations:

- Set goals
- Focus
- Next Month Agenda Items:
 - Strategy meeting
 - Goal setting

5. Dean's Report:

- Commended both Mr. Gaumont and Mr. Van Ewyk for organizing the school's opening ceremonies.
- Extremely pleased, proud and impressed with the 14 high school students who accompanied her, Mrs. Humphrey, and Mr. Van Ewyk on a field trip to New York City to appear on "Fox & Friends" to commemorate Constitution Day.
- Expressed gratitude to the parents who donated the luncheon for teacher orientation, landscaping volunteers, etc.

6. Treasurer's Report:

- Audit presentation
- August financials not yet complete and will be presented at the next meeting.

7. Faculty Report: See attached.

- Spoke of the importance of Roundtable and the development of syllabi for all grade levels. Assemblies will be incorporated as well focusing on topics such as mastery and leadership.
- Mastery - students need to take ownership of it. Know what it is and why it's important.
- September 22nd is the Curriculum Committee's first meeting. Discussed goals of adding additional AP courses and dual credit courses, creating benchmarks to measure mastery, defining the Senior Capstone Project, etc.
- US History is the cornerstone subject and working to get all classes to collaborate to deepen the students mastery.
- Commended Cassie Hayes for all of her assistance for she has been an asset to all of the teachers as well.

8. Admissions Report:

- Applications for the 2018-19 school year are:
 - 17 in process
 - 8 completed (7 in 6th grade, 1 in 8th)

9. Committee Reports:

- Outreach:
 - Annual Fund Letter
 - Calendar Raffle
 - Community Business Directory
 - Business Sponsorship
- Policy

- Will update in October
- Finance
 - Revamping Budget
 - Will update in October

Next Meeting is October 28th at 6:00 pm.

Motion to adjourn the Board of Trustees Meeting:

- 1st by Mr. Mercier, seconded by Mr. Thomas.
- Meeting adjourned at 6:00 pm.