



Board Meeting Minutes

March 17, 2021 at 5:30 pm

In Attendance: Robert Best (Chair), Patty Humphrey (Vice-Chair), Barbara Comtois (Treasurer), Scott Perron (Secretary), Sue Lawton, Kimberly Lavallee, Kyle Fox, Jane Cormier (faculty rep), Cassie Hayes (ex officio).

Call to Order: (Bob Best) 5:37pm

Pledge of Allegiance (Patty H.)

Moment of Silence (Bob)

Reading of the [Mission Statement](#) (Bob)

1. **Secretary's Report** (Scott) 5:38pm

a. [February 17 Meeting Minutes](#)

- **Motion:** to accept meeting minutes as written from 2/17/2020 Board meeting made by Sue, seconded by Kim

- **Roll call:** Bob; yes, Kim; yes, Sue; yes, Barbara; yes, Patty; yes, Kyle; yes, Scott; yes. 7/0/0 - motion passed.

2. **Treasurer's Report:** [See here.](#)

- Motion: to accept the Treasurer's report as presented made by Kim, seconded by Scott

- Roll Call: Bob; yes, Kim; yes, Sue; yes, Barbara; yes, Patty; yes, Kyle; yes, Scott; yes. 7/0/0 - motion passed.

a. **Review Special Education budget 21/22** (Dean Hayes) 5:41pm

- ❖ Dean Hayes reported that it has been a difficult time to keep quality people in the Special Ed department. Several are leaving for monetary reasons, so we need a more competitive salary to entice and keep quality candidates.

- ❖ Dean Hayes proposed that we expand the Special Ed budget with Board approval.

- ❖ The services will be billed out to the sending districts, with hopes of full reimbursement

- **Motion:** to increase the previously approved budget by \$50,000 to pay for Special Education; specifically the revenue and expense lines for Special Education for the 21/22 school year made by Kyle, seconded by Kim.

- **Roll call:** Bob; yes, Kim; yes, Sue; yes, Barbara; yes, Patty; yes, Kyle; yes, Scott; yes. 7/0/0 - motion passed.

3. **Dean's Report:** [See here.](#) (Dean Hayes) 6:01pm

- Dean Hayes introduced Pete and Alex from Symposium Academy. They will be conducting new after school programs (one of which started on 3/17) and Dean Hayes sees this as a great opportunity to work with them.

- Chris Mazzone presented an update from Student Services. He reported that they are working on communication during the Professional Development days. He also

reported that they are conducting 8th grade meetings; meeting with all parents of 8th grade students to talk about high school and their plan for their students. Some students move from Founders to bigger schools going into 9th grade. For those parents that didn't attend the 8th grade meeting, they were sent a survey to get their feedback, which will help us with curriculum decisions and budgeting decisions.

- Chris also discussed truancy, which every school is seeing at this time. Letters went out to parents to make them aware of the situation with their student(s).
 - Chris also reported that we experienced some staffing issues but everyone has been flexible and the Administration has really jumped in to help in classes short of substitute teachers when necessary.
 - Dean Hayes then introduced Christine Tyrie, Director of Faculty to discuss the upcoming testing. After the testing is completed and quarter 3 had ended, she will then collect data from all grades to make assessments.
 - Next Dean Hayes reported on Admissions. As of 3/17/21 there are 112 applications for the 2021/22 school year. Over 80 families were sent welcome letters and new families will receive communication from Founders to keep them in the loop and engaged with our school.
 - John Stark Day was discussed as an online evening event that all are welcome to attend. The guest speaker will be Maureen Mooney, former Dean of School at Founders. There will be a city-wide scavenger hunt, music, and prizes.
 - Dean Hayes gave a Round Table update reporting that the commitment to a healthy Round Table agenda is in the forefront as well as connecting the remote students with the in person students during that time.
 - Dean Hayes then [presented a long and short term plan](#) for Founders. Dean Hayes presented the possibility of all students returning to the school building 5 days a week beginning in May 2021 or more students returning to the building if possible.
 - Dean Hayes also discussed having time for students to complete their mastery assignments, as well as credit recovery, program of studies, and ongoing Professional Development.
 - Part of the medium term plan for 2021-2023 will be to review outcomes, lesson design and delivery, creating rubrics for personal assessment, and ongoing PD.
 - For the long term plan - 2022 and beyond we will create assessments, standardized grading and ongoing PD.
 - There was much discussion regarding standardized testing; as some thought that the character grade is just as important as academic performance. There needs to be a balance between how the students are tested and the individuality and creativity of teachers. But it was agreed that there has to be some continuity for students from teacher to teacher.
 - Dean Hayes pointed the Board to the Founders website where all the colleges and universities are listed that our students have been accepted to; there are many and we are so proud of those accomplishments of our students. It speaks very highly of our school and the education the students receive.
 - Dean Hayes discussed SAS and SAT upcoming testing. All testing will be done in person, on campus - no acceptations. There will be no busing for the Monday, March 22nd SAS administration due to Manchester holding a PD day for their schools. All other tests will have buses running on the regular schedule.
4. **Faculty Representative's Report:** [See here](#) (Jane Cormier, read by Dean Hayes) 6:59pm
- The teachers have been getting ready for student testing; reviewing procedures on the tests.
 - Faculty had two PD sessions in the 504's and on developing new learning strategies for our students.
 - Teachers are working hard to keep students on track and motivated to the end of year.

5. **Student Trustee's Report:** (Connor MacFarland) 7:01pm
 - Connor reported that in the Student Senate they discussed summer assignments. Their first reaction was to eliminate them altogether. After doing a lot of research on summer reading and other assignments, they discovered that including summer assignments was actually beneficial to students' learning. It was recommended by the Student Senate to make the summer assignments optional.
 - Dean Hayes was impressed with the students' research and presentation of their findings.
6. **Board Business:**
 - a. **PTSG Report** (Elizabeth Sanville) 7:03pm
 - Ms. Sanville reported that they have welcomed two new members, which are teachers, Kate Robichaud and Mike Tebbetts .
 - She also reported that the winner of Penny Wars was Mr. Theriaque with the most pennies and the most money raised. The total raised for the PTSG was \$637.
 - Headphones have been donated to the school for students that need them.
 - BINGO night at Chunkys is 3/19 at 6:30pm
 - Kim Lavalley proposed that Founders open a new checking account specifically for the PTSG with Scott Perron and Kim Lavalley as signers on the account.
 - **Motion:** to open a new checking account for the PTSG made by Sue, seconded by Kyle.
 - **Roll Call:** Bob; yes, Kim; yes, Sue; yes, Barbara; yes, Patty; yes, Kyle; yes, Scott; yes. 7/0/0 - motion passed.
 -
 - b. **Mission Committee Report** (Patty) 7:19pm
 - Patty reported that things at Founders are vastly improved since the last Board meeting. Dean Hayes is using the Code of Conduct effectively in her life and here at the school.
 - i. **Board Statement**
 - ii. **Requirements for Round Table Teachers**
 - Ms. Humphrey asked that after Board members review the Board Statement and Requirements for Round Table Teachers, that they email any suggestions, edits, or other ideas to her for adding. It was suggested that teachers are made aware of when Board members are in the building to sit in on RT and observe. It was emphasized that this is not for anything but to support what is happening here at the school and during RT.
 - c. **School Calendar 21/22** (Cassie Hayes) 7:39pm
 - Dean Hayes presented the school calendar suggesting and anticipating a return to a 'normal' school year with all students back in the building for the 2021/22 academic year. The calendar includes teacher workshop days, testing dates, and end of quarter dates.
 - **Motion:** To accept the calendar as presented with no changes made by Sue, seconded by Patty.
 - **Roll call:** Roll call: Bob; yes, Kim; yes, Sue; yes, Barbara; abstained, Patty; yes, Kyle; yes, Scott; yes. 6/0/1 - motion passed.

d. Title 1 Program Update (Cassie Hayes) 8:01pm

- Dean Hayes mentioned that there is a position posted for a Title 1 teacher
- Title 1 is for students who need academic support. Those students will be identified and will be included in small study halls; they will be small and assisted.
- Title 1 may be offered over the summer months. The school will receive funding for devices and other materials as well as busing for these students.
- Families will be emailed directly.

e. Covid Update (Cassie Hayes) 8:07pm

- Dean Hayes reported that approximately 20 faculty and staff members will be receiving vaccines on Friday, 3/19, so Friday will be a remote learning day.
- The Department of Health & Human Services has adjusted their Covid protocols to include new travel guidelines. There is no longer a need to quarantine if a person travels domestically. If a person has symptoms, they must stay home. Also DHHS is recommending an allowance of 3' distancing with masks instead of the 6' distance, which allows more students to be in the building.
- Dean Hayes' recommendation was to allow all students in the building full - time 4 days a week with Wednesday continuing as a remote day. The purpose of the Wednesday remote day is for teachers to continue to use this as office hours, especially for those students who choose to remain fully remote.
- Dean Hayes recommended that Wednesday be a flexible day for teachers to meet with students, give students productive work, take attendance, and ensure that all students remain engaged and productive for the day.
- There was much discussion surrounding whether students should come into the building, if so, how many days, how many students etc. The discussion revolved around the number of days students should be in school (4 or 5 days), what students would be engaged in if Wednesday was to remain remote, and how flexible would the Wednesday schedule be for teachers. In the end it was motioned and put to a Board vote.
- **Motion:** To allow all students (who choose) to be in the building full time (no cohorts) 4 days a week with Wednesday being a remote day, with a Friday schedule starting on Monday, April 5, 2021 made by Kyle, seconded by Scott.
- **Roll call:** Bob; yes, Kim; yes, Sue; yes, Barbara; yes, Patty; yes, Kyle; yes, Scott; yes. 7/0/0 - motion passed.
- Dean Hayes stressed that the one way hallways and sanitizing of the school every hour will continue to ensure the safety of all students and staff.

7. New Business: 9:09pm

- Kim brought to the Board's attention that the auditor reported that there is another \$350m being released to the State of NH for education; more of which might be available to charter schools. It was suggested that we use all resources available to us.

8. Public Comments: See Policy [BEDH](#) 9:10pm

- Elizabeth Sanville spoke to say thank you to all Board members for their hard work and dedication to the school. She also mentioned how we should make a special effort to honor our seniors. All have been given gifts as a reminder of how special they are and will continue receiving little things up until graduation.
- **Motion:** To go close the public session under RSA 91-A:3, II j and enter into the non-public session made by Kyle, seconded by Sue.
- **Roll call:** Bob; yes, Kim; yes, Sue; yes, Barbara; yes, Patty; yes, Kyle; yes, Scott; yes. 7/0/0 - motion passed.

Public session adjourned at: 9:19pm

9. **Non-public session:** motion to exit and seal non-public by Patricia Humphrey, second by Kim. **Roll call:** Bob; yes, Kim; yes, Sue; yes, Barbara; yes, Patty; yes, Kyle; yes, Scott; yes. 7/0/0 - motion passed.

10. **Next Meeting:** April 21, 2021 at 5:30pm

Respectfully submitted, - Lori Ragas, Board clerk