



Board Meeting Minutes

January 19, 2022 at 7:00 pm

In Attendance: Robert Best (Chair), Patty Humphrey (Vice-Chair), Scott Perron, Sue Lawton (Secretary), Kimberly Lavalley, Kyle Fox, Kate Robichaud (Faculty Rep), and Cassie Hayes (ex officio).

Not in Attendance: Barbara Comtois (Treasurer), Sabeena Mori (Student Rep)

Non-Public Session: 6pm

Call to Order: 7:07pm

Pledge of Allegiance (Bob B.)

Moment of Silence (Bob B.)

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

- ❖ As a new addition to the Mission Statement reading, there will be a short Round Table type discussion each month. Mr. Best led the discussion with this: There are four pillars that sum up the mission statement of the school; History, character, leadership, and liberty. What ties all four of these pillars together?
- ❖ Some of the answers included; pride in our country, learning lessons from the past, sacrifice, dedication to a cause, education, and being responsible, good citizens. It was stated that it is difficult now because people don't feel connected to the constitution and the four pillars are different now than when they were first implemented. It is important to reflect on our mission from time to time.
- ❖ One Board member pondered; how do we increase the value of the four pillars in our lives and what do we do with the information as we talk about it? It was stated that when we all embrace the mission, it will naturally cause some action and a response.

1. **Public Comments:** (See Policy [BEDH](#)) 7:23pm
There were no public comments

2. **Secretary's Report:** 7:23pm

- a. [November 17, 2022 Board Meeting Minutes - Draft.pdf](#)

Motion: To accept the minutes of November 17, 2021 as written made by Scott Perron.

Second: Patty Humphrey

Motion Passed: 6/0/0

3. Treasurer's Report: 7:27pm - Kim Lavallee
 - a. Board Budget Report for FY 2021-2022 Period Covered July 1, 2021 to November 30, 2021
 - Ms. Lavallee wanted to thank Dean Hayes for the details provided for the report
 - Ms. Lavallee pointed out the actual YTD show a savings of \$425K
 - Benefits may be going up, salaries were lower than anticipated as well as professional development costs
 - Repairs and maintenance is low at this point, but likely to increase

Motion: To accept the Treasurer's report as presented made by Sue Lawton
Second: by Patty Humphrey
Motion passed: 6/0/0
4. Dean's Report: 7:35pm - Cassie Hayes
 - Mrs. Hayes stated that a new Special Education teacher will start on January 24th
 - The counselor for the 8th grade students will meet with all the families that are interested; there are 87 8th graders
 - The floor was yielded to Christine Tyrie who reported on the meeting with the curriculum subcommittee on December 22nd to work on high level curriculum objectives. On January 28th a group will work on scope and sequence and all teachers will have the curriculum and scope and sequence all working together in the same direction
 - During the months of March and May all students not making mastery will be encouraged to work diligently to go from a C level to mastery
 - Mrs. Hayes gave an Admissions update: at the present there are 80 applications for the 22/23 academic year
 - Founders has gained a net total of 14 students since September 2021 with 5 more students starting on January 24th
 - Mrs. Hayes commended all faculty and administration for all their hard work this academic year so far
 - Mrs. Hayes will begin the implementation of 'Star of the Week', which will encourage students and teachers to nominate someone that displays great character and leadership in the school
 - Mrs. Hayes reported that the students from the NJHS are doing an excellent job with taking on fundraising projects this year including the Angel Tree, which was very successful in January, Candy grams in January, and Gorilla grams currently
 - The Character Committee is meeting on February 2nd in the Library at 6:30pm. It has been challenging to figure out how it is to be graded, but those in attendance at the last meeting are working through it and anyone else is invited to join.
 - The Student of the Semester and Teacher of the Semester were announced:
 - Middle school Student of the Semester is : **Amilia Zonfrillo**
 - High school Student of the Semester is: **Katelyn Schimp**
 - Teacher of the Semester is: **Hazen Dauphinee**
 - Congratulations to you all!

- Mrs. Hayes stated a very sincere thank you to all who have been working so hard this semester and to keep up the great work! She is proud of all students, teachers, and all staff for their hard work
5. [Faculty Representative's Report](#): 7:53pm – Kate Robichaud
- Thank you to Dr. Donnelly who contributes great information every month for this report
 - Gini Nichols and Kate Robichaud's Round table classes participated in the food and toy drive in November and December and it was very successful. All the toys were donated to the Salvation Army and food was donated to St. Joseph's in Manchester. It was a great outpouring of generosity in the community – thank you!
 - Ms. Robichaud brought up that with several teachers leaving, it is now the job of the remaining teachers to take on more responsibility in the classroom helping out when there are no substitute teachers available. According to Ms. Robichaud, it was brought up by several teachers that there might be compensation for the extra work they are required to do. The Board members as well as the Dean were fully behind supporting them financially if there is a line item in the budget that can be reworked. It was acknowledged that the teachers do an amazing job and should be compensated fairly. The Dean was given the flexibility to make some financial decisions, run her ideas by the Board of Directors for their approval, and implement the change
 - Some Board members expressed an interest in visiting classes occasionally. Kate Robichaud will work on a list of teachers interested in a visit and report back to the Board
6. [Student Trustee's Report](#): 8:25pm – Cassie Hayes, in the absence of Sabeena Mori
- The Winter Games were postponed with no future date set at this time
 - The Senate has created a FaceBook page to promote school events
 - Candy Grams brought in \$510 to the Senate
 - The students are working on ideas to make the high school eating area more relaxing and welcoming
 - The music instead of bells between classes has been well received
 - Some of the classrooms are still cold
 - The students want to bring back the red and yellow slips
7. [Board Business](#): 8:27pm
- a. [PTSG Report](#) presented by Elizabeth Sanville
- Elections were held in January with the term continuing through May 2022.
 - Winter drop off was a big success

- Next meeting will be on February 1st. You don't have to be a member to attend. Everyone is welcome in person or via zoom
- A new student, Shahad, is assisting with events and is a welcome addition
- Scott Perron mentioned that the PTSG Finance Committee took a look at the full budget and will reallocate funds to make more sense for what the school needs
- Mr. Perron stated that the PTSG would like to build up Teacher Appreciate and spread it over time instead of just one week so that teachers feel appreciated on a regular basis
- Ms. Sanville would like to include something in the PTSG newsletter from the Board, for example, a preview of what will be discussed at the next Board meeting

b. Mission Report: 8:33pm – Cassie Hayes

- i. The Mission committee discussed how to push out the mission to all activities throughout the school, not just in Round Table
- ii. 'Star of the Week' will be implemented starting the week of Jan 24th to a student or staff member who demonstrates good character and leadership on a consistent basis
- iii. There will be a quote of the week and a historical fact that will be posted outside the Dean's office for reflection throughout the week
- iv. There will be a question of the week discussed during Round Table and inserted into the newsletter so that families can continue the discussion at home. This will help foster communication and conversation at school and at home

c. Covid Update: 8:43pm – Cassie Hayes

- i. There have been several cases of Covid reported in the past couple of weeks; several with students and teachers alike. There are some clusters, but not an outbreak at this time
- ii. Students and parents have been doing a great job with masking and not sending students to school when they are feeling ill
- iii. There has been great support from the community
- iv. There is a new guideline called "test to stay" which other schools are not implementing. It means that students can come to the school, take a rapid test and if negative they can stay, if positive, they are sent home right away. This is a new guideline from the state, but something Founders has been doing since the beginning of the school year; it has been available every single day for our students and we are very proud of that
- v. One parent mentioned how much she appreciated this when her student tested positive and then the whole family was able to be tested.

- d. Nightlocks: 8:47pm - Cassie Hayes
 - i. Safety is a number one priority at Founders. Nightlocks are an added protection on all classroom doors during a lockdown. This is something the Manchester Police Department recommends very highly for all schools
 - ii. Every Round Table will be given an envelope and \$5. They will come up with a fundraiser of their own to help raise the money for a nightlock in their Round Table.
 - iii. Mrs. Hayes is inviting the community to get involved as well as the Board to perhaps match funds that are raised. She would like to make this a total community event but let the students take the leadership role and ownership of this
 - e. School Safety and Readiness Survey: 8:51pm - Cassie Hayes
 - i. Mrs. Hayes was on a safety task force in 2018 to reflect on school safety
 - ii. Mrs. Hayes was happy to announce that The Founders Academy is currently implementing almost all of the safety issues listed on the checklist, including mentoring other schools and teaching them about school safety
 - iii. The Board gave a big THANK YOU to Dean Hayes for a great job!
8. New Business:
No new business
Motion: To adjourn the meeting made by Patty Humphrey
Second: Sue Lawton
Passed: 6/0/0
9. Next Meeting: Wednesday, February 16, 2022