

Board Meeting Minutes
August 18, 2021 at 7:00pm

In attendance: Patricia Humphrey (Vice-Chair), Kimberly Lavallee, Barbara Comtois (Treasurer), Kyle Fox, Scott Perron, Cassie Hayes (ex officio) Susan Lawton (Secretary) (arrived late) and Robert Best (Chair) (arrived late).

Call to Order: 7:03pm (Patricia H.)
Pledge of Allegiance (led by Patricia H.)
Moment of Silence
Reading of the Mission Statement

Public Comment: See Policy BEDH

Elizabeth Sanville reported the recommended changes to the Student Handbook regarding Mastery looks to be a positive change. She requested that the character grades have a specific rubric to make sure all students understand how they are being graded. She is very thankful to the school for everything that is being put in place for the beginning of the school year to keep our teachers, students and staff safe and in school.

Secretary's Report: (Scott P on behalf of Susan L)
June 16, 2021 Board Meeting Minutes (DRAFT)
Motion to accept the minutes as written (Scott P) and seconded by (Kyle F)
All in favor, none opposed, one abstention
Motion passed 4/0/1

Treasurer's Report: (Barbara C.)
Presented Treasurer's report (see link here)
Income is up by \$46k, Expenses are less than initially budgeted.
Official school enrollment for reporting purposes to DOE 369 students

Dean's Report: See here: [Insert Link](#) (Cassie H)
Update from Director of Curriculum, Assessment, and Instruction (Christine T) See attached report here. After Mrs. Tyrie's presentation there was a discussion regarding the Board Sub-Committee of Curriculum. Scott P will chair this committee and work closely with Mrs. Tyrie and all of the stakeholders to make sure all are represented while gathering feedback on how curriculum is developed, instruction is delivered and mastery is assessed. Meetings will be announced on the school calendar.
Admissions update: As of 8/18/21 – 201 applications for the 21/22 school year. 168 of them are complete (see Dean's report for specific grade breakdown of applications)

After recommendation by Manchester Police Department, Founders has acquired InForce 911. This app will allow staff to communicate directly with Manchester Police without going through the 911 service.

Discussion with the board and the Administration regarding faculty and staff turnover. Dean Hayes and Mrs. Tyrie both reported there is a national shortage of teachers and the majority of schools are seeing higher than usual turnover and difficulty hiring staff due to COVID.

Board Business

The Founders Academy – Parent Advisory Committee Policy (2nd reading) – Discussion regarding The Parent representative Board members term will start each year in July which will allow for Board training during the summer and their responsibilities will conclude each year in June. Parent Board Representatives will be nominated by the committee in May and presented to the Board. Mrs. Lavalley pointed out that the Charter will need to be amended to change the person chairing the committee. To start the year, Chairman Best nominated Mrs. Lawton to chair the committee until the Charter is amended (this will need to be voted on in New Business). The first meeting of the year will be scheduled for the beginning of October. It was also suggested to make sure there is a zoom option for this Committee to allow as many parents who would like to participate as possible.

Motion: To adopt the Parent Advisory Committee Policy (2nd reading) made by Barbara C and seconded by Susan L. All in favor, none opposed, no abstentions

Motion passed 7/0/0

PTSG Report (Elizabeth S.) See report here.

Faculty Handbook 2021-2022 Review – (Cassie H.)

Motion: To adopt the Faculty Handbook as presented by Dean H. made by Patty H and seconded by Kyle F. All in favor, none opposed, no abstentions

Motion passed 7/0/0

Student Handbook 2021-2022 Review – (Cassie H.) Discussion regarding the Curriculum Committee's work to clarify the way Mastery is assessed. Dean Hayes pointed out that there are a number of Professional Development Days set aside to work with the teachers on how Mastery is assessed.

Motion: To adopt the Student Handbook as presented by Dean H. with notations regarding assessing mastery which is being reviewed by the Curriculum Committee made by Kimberly L and seconded by Kyle F. All in favor, none opposed, no abstentions

Motion passed 7/0/0

Dean Hayes lead a discussion regarding allowing parents to us personal email if requested for official school communications.

Motion: to allow the school to use personal emails to communicate with parents if requested by Susan L and seconded by Kimberly L

Six in favor, one opposed and no abstentions

Motion passed 6/1/0

Back to School Presentation (Cassie H) See Attached

Motion: to accept the Back to School Plan as presented by Dean Hayes made by Barbara C and seconded by Scott P

Five in favor, 2 opposed and no abstentions

Motion passed 5/2/0

New Business

Motion to amend the Charter to have a non-parent Board member chair the Parent Advisory committee made by Barbara C and seconded by Patty H. All in favor, none opposed and no abstentions Motion passed 7/0/0

Motion: to adjourn the meeting made by Barbara C and seconded by Scott P - All in favor, none opposed and no abstentions Motion passed 7/0/0

Next Meeting: September 15, 2021 at 7:00pm