



## **Board Meeting Minutes - DRAFT**

### **Wednesday, May 17, 2023 at 6:30 pm**

In attendance: Bob Best (Chair), Kim Lavallee (Vice Chair), Patty Humphrey (Secretary) via zoom, Frank Weiss (arrived late via zoom), John Bauer, and Cassie Hayes (ex officio)

**Absent:** Kate Robichaud (Faculty Rep) and Sophia Burden (Student Rep)

**Call to Order:** (Bob B.) 6:35pm

Bob called the meeting to order and stated that because there was no quorum in person in the building, an emergency meeting is being held due to several items on the agenda that must be addressed. Only the very minimum of topics will be discussed and voted on tonight.

Pledge of Allegiance - Bob B.

Moment of Silence - Bob B.

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

**Mission Discussion Question:** *Who is a founder or historical figure that you think more people should emulate? Why?*

This discussion was tabled for the next meeting.

1. **Public Comments:** (See Policy [BEDH](#))  
N/A

2. **Secretary's Report:** (6:55pm) Patty H.  
**Motion** to approve the minutes as presented made by: Kim L.  
**Second:** John B.  
**Vote:** Passed 4/0/0

3. **Treasurer's Report:** (6:57pm) Presented by Kim L.
  - a. [Board Budget Report for FY 2022- 2023 Period Covered 7/1/2022 through 3/31/2023](#)
  - b. [March 2023 Summary Graphs](#)
  - c. [23-24 Budget Review](#)
  - There was a comment about a written summary being included in this report. Dean Hayes stated the summary stands from the original presentation and the changes are minimal and outlined below.
  - The only difference in this report was the addition of the Dean's salary; the narrative is the same
  - The budget was based on the original \$7498 per student, not what might be
  - Charitable gaming and the gala fundraisers were not included at this time
  - The budget can be adjusted later if/when these fundraisers bring in funds
  - Building costs went up exponentially in the past 2 years
  - The focus is to bring in more revenue
  - There should be a line added for homeless student (\$500)

- With more funds, teacher salaries will increase
- The Board was challenged to do more fundraising
- A nice shout out went out to Christine Nassiopoulis for her work on the budget

**Motion** to accept the Treasurer's Report as presented made by John B.

**Second:** Kim L.

**Vote:** Passed 4/0/0

4. **Dean's Report:** (6:39pm) Cassie H.

a. See [here](#)

- Cassie discussed how proud she was of the seniors and wanted to celebrate their accomplishments by highlighting a few senior projects
- Francesca V. was in person to discuss her sr. project which included an internship at the NH Supreme Court
- Francesca was able to conduct a lot of research and had many learning opportunities including from lawyers that were at her disposal
- She was able to teach one of Mr. Mihaly's civics classes and focus on the Judicial branch
- Francesca was able to work with Patty H. and the Bill of Rights club
- In the 9th grade Francesca remembers Mr. Weekley doing an in depth study on the Bill of Rights, which piqued her interest in being a lawyer
- Because of her internship at the NH Supreme Court, Francesca believes she left quite an impression on Saint Anselm college admissions, as she received a significant scholarship to attend, which she will in the fall
- Members of the Board praised Francesca for her sr. report as well as her academics at Founders
- Dean Hayes then shared that one student had created and designed her own cookbook, completely by trial and error
- One student was the editor of the school newspaper, The Patriot
- One student had a craft fair that raised over \$1600 for the school
- One student wrote, composed, and sang a song for and dedicated to The Founders Academy, which Dean Hayes played for the Board members and stated that this will be Founders school song

**Admissions Update**

- The admissions numbers are constantly being updated
- There has been a strong response from high school students returning next school year
- Many of the 8th graders have indicated that they will be staying on at Founders
- A lot of new students have applied and there is a strong acceptance rate
- 445 students is the goal for the 2023/24 school year; Dean Hayes is confident that that is a good estimate

**Update on Phone system (7:39pm) Cassie H.**

- Our current provider for the phone systems is still working on a quote for the updated system.
- Dean Hayes has a 2nd quote from another company. This quote appears to have significant saving would come with a saving on equipment and monthly on management of the cloud
- The difference is approximately a third of anticipated costs with the current provider.
- A board member stated that they would get a reference from another school that uses this new company
- From what was discussed, this new company would provide a high level of service to Founders while saving money
- Board members agreed that the decision is Dean Hayes
- **Faculty Representative's Report:** (10 minutes)

b. See [here](#)

No report tonight

5. **Student Trustee's Report:**

- a. See here

No report tonight

6. **Board Business:** (45 minutes)

- a. PTSG Report

No report tonight

- b. Mission Report

No report tonight

- c. [23-24 Organizational Chart](#)

- There is a new position listed "Mission Director", which is subject to change
- There was some discussion as to whether this would be a full-time or part-time position. Patty H. believes strongly that it should be at least 4 days a week.
- There will be only 2 Deans of Students next year as opposed to the 4 this year. They will have a reduced teaching load to accommodate this change.
- The 2 Deans will have a much lighter teaching load and have time to focus more on students

- d. [Weapons in School Policy](#)

- e. [Record Retention Policy](#)

- f. [Drug Free Workplace Policy](#)

- g. Review Only - [Inventory Procedure](#) (7:35pm) Cassie H.

- Dean Hayes is working with the Administrative Assistants to keep control of school inventory and items purchased with Federal money
- The Dean does not need Board approval for updating procedure

**Motion** to waive the policy of 2 readings and adopt all the policies was made by John B.

**Second:** made by Kim L.

**Vote:** Passed 4/0/0

7. **New Business:**

N/A

8. **Non-Public Session:**

N/A

**Motion** to adjourn the meeting was made at 7:49pm by Kim L

**Second** by John B.

**Vote:** Passed 5/0/0

9. **Next Meeting:** 6:30pm, Wednesday, June 21, 2023