Meeting Date: September 20, 2018

Time: 7:40 PM

Location: 7 Henry Clay Drive, Merrimack, NH

Voting Board Members in Attendance:

Jack Balcom (Chairman) via phone

Jenny Hitzeman (Vice Chair)

Danielle Charest(secretary)

Adam Fredrickson

Bill Spinelli

Sarah Thibeault

Felicia Doucette

Betty Mulrey

Absent Board Members:

Non-Voting Members in Attendance:

Rebecca Fredrickson (Director of Operations)

Attending Public:

Astrid Alverado

Eric Charest

Celeste Dunkin

September Frost

Jennifer Berube

Kyle Finnell

Public Comments/Public Matters

Astrid Alverado had some questions about benefits and where we are at in our charter renewal.

Approval of Minutes from March

 **7:45 MOTION** (Fredrickson/Doucette) Motion to accept the meeting minutes from the August meeting passed unanimously.

The July meeting minutes need to be reviewed and accepted. The secretary was absent and needs to review and get them out for the next meeting.

Finance Committee Report

Bill spoke about the quarterly financial reports which will be presented soon.

**7:46 MOTION** (Fredrickson/Thibeault) Motion to re-open public comment for Kyle Finnell passed unanimously

Kyle would like to be considered as a non-voting board member and will be turning in his application this weekend.

**New Business**

Friends of Gate City- Jenny Hitzeman

-Book fair is well under way and has already earned around $1600 this week. The teachers will be able to choose from the catalogue with our scholastic dollars to have stuff in time for next school year.

-Paint your way 5k planning is well under way. We are currently looking for sponsors, talent, and raffle prizes. This is a professionally timed event and is also a family fun day.

-Packets went home about all the upcoming Friends events.

-We will be working on the website page to get it updated.

PR and Community Relations committee- Jenny Hitzeman

-We are once again working on our scarecrow for the Nashua Downtown.

-We have connected with Merrimack Parks and Rec and are keeping current with their events.

-We are looking into a float for the Merrimack parade

-Jenny and Rebecca will be going to a meeting in October to be put on the calendar for the River.

Curriculum Committee-

Has not met yet, the meetings will be established by Betty Mulrey.

Grants and endowment committee- Jack Balcom

Jack thinks that we should approach our bank to see if they have any promotional funds they are looking to give away. We have applied for some grants for science and music.

Facilities committee: Adam Fredrickson

Cubicles are in and there has been a positive response to them.

**8:11 MOTION** (Fredrickson/Thibeault) Motion to accept the committee reports was accepted unanimously.

**Old Business**

-Board Nominees

In light of her appointment to director of student services we accept Betty Mulrey’s resignation to the board.

**8:14 MOTION** (Spinelli/Fredrickson) Motion to accept Betty’s resignation passed unanimously.

Nominee Jean will be at the next meeting to be considered as a possible board member.

-Charter Renewal

Rebecca spoke about the charter renewal. Jane Waterhouse, the DOE’s person in charge of charter renewal process has only just released a draft of the procedure for charter renewal. This has not yet been finalized and there is some confusion as to the time frame in which this needs to be completed. This renewal process will include a visit to the school in which there will be board member, staff, student and parent interviews. A rubric will be used to score the school. Rebecca has requested the formation of a committee to handle the charter renewal process. This will allow it to be broken down into chunks.

-New Member Recruitment Policy and Procedure Review

Rebecca wanted to have a discussion to make sure that we are following the proper procedures when nominating and accepting new board members and making sure that we are doing the proper orientation and paperwork. Danielle Charest has offered to start a plan to make sure these are all being followed and the documentation is being kept securely

New Business

Jenny would like to have a conversation about Maternity/Paternity leave for our employees. Pending a fiscal analysis from Bill, we would like to further this discussion.

Directors Report

-Charter Alliance meeting lead to a discussion about Healthcare benefits. There is a wide array of options happening at Charter schools in NH, a few offer insurance, some offer stipends and some have no insurance. The conversation is that there would be a pool in which we could purchase insurance. -Federally policies have been implemented and are trickling down to the state level. The state of NH has until January to clarify how health insurance agencies can operate which is why we are held up.

-Rebecca spoke about the improvements being made to all our documentation. She also spoke about how she has made an effort to get to know all the new students.

-Rebecca spoke about the transition as Betty moves into the director of curriculum piece. Sandi and Betty are working together to make the transition as smooth as possible There is much discussion about how to make the curriculum more arts infused. -There was a silent fire drill and there is one scheduled for next week with the fire department. There will be 2 more types of safety drills.

-We are working on making the pick-up/drop-off procedures to have people following protocols to be as safe as possible.

-165 is our current enrollment. We are working on contacting people off of the waiting list to to get up to 170

-Our first community meeting is on Monday. Astrid Alverado is taking the lead on this meeting.

-Our community building is going well, there are multiple parents that have been in the school and making their presence known. Astrid spoke about the bulletin board and the role of the community meeting.

**9:03 MOTION** (Fredrickson/Spinelli) Motion to enter Non-Public session under RSA 91- A:3 II (c) Personnel. Motion passed unanimously

**9:03 non-public was entered**

**9:34 MOTION** (Fredrickson/Hitzeman) Motion to Adjourn non-public passed unanimously.

**9:35 MOTION** (Spinelli /Fredrickson) Motion to adjourn passed unanimously.

Next public meeting October 18, 2018 7pm

Meeting adjourned 9:35 pm