



The Founders Academy  
**March 22, 2017 4:00 pm** Board Meeting Agenda  
(Meeting was moved from March 15th)

1) Public Comments

2) Review and Approval of Minutes from Feb 15th Board Meeting

3) Board Business:

- **Candidate for Parent Board Member:**

Craig Johnson, is the parent of a 6th grader and is the Business Development Director at Rise Private Wealth Management. Craig will bring a local background to the board....He was born in Manchester and has remained in the Manchester/Bedford area his entire life. He has an economics and finance background. He has involved in fundraising when his son was attending Mill Falls Charter School in Manchester) .

- **Civil Air Patrol partnership:**

4) Dean's Report : See attached

5) Treasurer's Report: Update 2017-2018 budget

6) Faculty Report :

- Update on Curriculum

7) Committee Reports:

- **Outreach:** update Annual fund,
- **Policy:** Policy BEDB- See attached

8) Next Meeting April 19, 2017 at 7a

## **BEDB - Agenda**

The Board of Trustees supports having a planned agenda which keeps the public advised of Board business and allows the Board to address its priorities and items of importance as they arise.

The order of business set forth in the meeting agenda may be changed by general consent or majority vote of the members present. Requests for reordering or revising the agenda should be directed to the Chair and be considered at the beginning of the meeting.

In the interest of time, certain housekeeping agenda items may be organized as one agenda item: Consent Agenda. Generally, these items have been reviewed by Board members through documentation received prior to the meeting and require no discussion. At the beginning of the meeting, the Board Chair will make suggestions of Board consent agenda items to be addressed with one motion. Board members have the option of accepting or rejecting the agenda items for the consent agenda.

Only items receiving a unanimous vote may be on the Consent Agenda.

Suggested agenda items must be submitted to the Dean and the Chairman of the Board at least fourteen (14) calendar days prior to a meeting. The Dean and the Chairman will decide what items are included on the agenda. Each board meeting agenda will include Next Agenda, where board members can offer topics for consideration. Board members will receive the agenda with supporting materials prior to the meeting.

In accordance with RSA 91-A:2, meeting notice shall be posted in at least two (2) places, warning each Board meeting at least 24 hours in advance. The Founders Academy Public Charter School will post its meetings on the school's website and in a publicly accessible place in the charter school.

Reference: RSA 91-A:2, II., Meetings

**Founders' Policy Committee Approved:**

**Founders' Board Approved: 1st reading approved 3/22/17**



**Dean of School's Report**  
**March 22, 2017**

1. **Admissions:** Placement exams are on March 11 and 18. To date, there are 153 applications in process. Completed and accepted are as follows: 75 in 6th grade, 20 in 7th grade, 9 in 8th grade, 9 in 9th grade, and 4 in 10th grade [35 additional applications are missing paperwork]. A total of 118 accepted and completed at this time.
2. **Teacher Code of Excellence:** The teachers at Founders have established a Teacher Code of Excellence which consists of accountability, inspiration, leadership, self-improvement, integrity, respect, professionalism, communication, support, and fulfillment.
3. **Teacher Agreements and Hires:** Teacher agreements for 2017-2018 are scheduled to go out in late March. One teacher, to date, has notified she will not return. The job fair brought 23 individuals. Interviews are ongoing for teachers in science, math, English, world language, chorus (part-time), and business (part-time), as well as a Director of Faculty and an Assistant Director of Guidance.
4. **Scheduling (update):** The schedule is being finalized for the 2017-2018 school year.
5. **Teacher Assessments (update):** One on one meetings are in progress and very productive. In addition to listening to teachers, there is a review of syllabi, web pages, portals and IEP/504 sheets.
6. **New Hampshire Educational Theatre Guild:** The Drama Club put on "Little Women" at the New Hampshire Educational Theatre Guild Festival on March 11 at Newfound Regional High School. The club was selected as a top show and will advance to the State Festival on April 7 and 8.
7. **Concert:** The Spring Concert (chorus and band) was postponed due to weather. On March 20 at 6pm the Chorus Concert will occur. On March 21 at 7pm the Band Concert will occur. Both concerts will take place in the lower cafeteria.
8. **Best Practices 2017:** Best Practices took place on March 17. Over 250+ personnel from charter schools across New Hampshire enjoyed 40 seminar sessions and guest speakers.
9. **Spring Fling 2017:** Spring Fling 2017 is planned for May 6 from 10-2pm. Round Tables are working on booths. Volunteers are needed.
10. **Field Day 2017:** Field Day is planned for May 26, 2017.
11. **Teacher of the Month:** The February Teacher of the Month is Mr. Tellier.
12. **Volunteers of the Month:** The February Volunteers of the month will be announced soon.
13. **Distinguished Visitors:** Commissioner Edelblut visited Founders on March 9 and March 17. First Lady Valerie Sununu is visiting on March 14.

14. **THANK YOU** to Lisa Lavoie from North Country Charter School for 20 donated computers, members/teachers/volunteers of the Drama Club, Mr. Van Ewyk for organizing students to testify at the Senate Hearing on HB 91, the Best Practices Subcommittee members, and Ms. Nichols for organizing Pi Day.

**Draft - Minutes of Feb 2017 Board Meeting**

The Founders Academy

Feb 15th at 7A Board Meeting Agenda

Meeting was called to order 7:03am

Sean T, Patty H, Rick H, and Maureen M were present

Brenda L arrived late due to accident 7:20a

Kim L - excused

1) Public Comments

Patrice Benard:

- Informed the Board that she will be Blogging the meeting live.
- She was not happy with the High School Information Night.
- Would give all the teachers that presented an F.
- Wished it would have been more public interaction.

2) Review and Approval of Minutes from Jan. Board Meeting

Sean T made a motion to accept the Jan Minute, Patty H 2nd the motion- All in Favor -

Approved

3) Board Business:

- Board Bylaws- Looking for everyone to review the Board Bylaws- There is a need to add a few policies and we need some board members to join the policy committee.
- Roundtable Parent Reps ( volunteer group) update-Rick will address the teachers at the next faculty meeting to ask them to recommend a few parents that maybe interested in being a round table rep.
- Advisory Board- Please think of People outside the School that maybe good for the Advisory Board.
- Parent Board Member- Please continue to send Rick H names of parents that may be interested in joining the Board so he can contact them and go over what is expected if appointed

## Draft - Minutes of Feb 2017 Board Meeting

4) Dean's Report : Dean Mooney started her report by saying that the High school Information Night went well and had not heard any complaints until 10 minutes ago.

**Admissions:** To date, there are 160 applications in progress for next year. The deadline for applications was January 30, 2017.

Required Placement Exams will take place on March 11 and 18.

- 1. Honor Roll:** The second quarter ended on January 20. The following percentages of students made the honor roll: 16.5% made High Honor Roll (A or greater i.e., 94% or higher); 37.2% made Honor Roll (B+ through A- i.e., 87-93%); 12.3% made Honorable Mention (B i.e., 84-86%).
- 2. Teacher Assessments:** The third segment of teacher assessments 2017 is one on one meetings with the Dean. Template forms have been distributed to teachers for these meetings. The timeframe for the meetings is in March.
- 3. High School Parent Informational Open House:** On February 1, 2017, Mr. Kline led a very informative open house for parents of incoming and prospective parents of high school students.
- 4. Lockdown Training:** Officer Linstad of the Manchester Police Department will train teachers on lockdown procedures on February 20.
- 5. Front Desk:** Miss Bliss is the long term replacement for the front desk.
- 6. Geography Bee:** Mr. Van Ewyk and the History Club hosted a Geography Bee on February 2.
- 7. Smarter Balanced Test:** The testing window for 2017 is: March 14 - June 9, 2017. The test is for grades 6, 7 and 8. The Smarter Balanced Subcommittee is coordinating and scheduling the testing.
- 8. Website Maintenance:** An independent contractor is now helping with regular website maintenance and updates.
- 9. Volunteers of the Month:** Moria Ryan and Maryann Ryan are the Volunteers of the Month for January.
- 10. Students of the Quarter:** Students of the Second Quarter are Fiona Hyotte (Middle School) and Jessica Bell (High School). Congratulations to two well dserved students who emulate the Student Code of Conduct.
- 11. Musical Concerts and Drama Productions:** Spring Concert, March 14; Band and Chorus Concert, May 30; High School Play "Little Women" TBA, and the New Hampshire Educational Theatre Guild Festival on March 11 at Newfound Regional High School .
- 12. Distinguished Visitors:** Tom Raffio, Chairman of the State School Board visited the school on Feb 1 and will visit again on March 17. Dr. Angelico-Hart of the Birches Academy visited on January 23. Judy Tilton of the Compass Classical Academy and Lisa Lavoie of the North Country Charter School are planning visits. First Lady Valerie Sununu is visiting on March 14.

### **Draft - Minutes of Feb 2017 Board Meeting**

13. **THANK YOU** to the students and advisers of the Student Senate and House of Representatives, parents who are helping with the Spring Fling on April 8, volunteer substitute teachers, and administrative assistant Lauren Brouillette for help with Best Practices, Job Fair and other tasks.

5) Treasurer's Report: Budget work is going well. Looking good for the March meeting. The Finance Committee will be meeting next week. Time to be determined.

#### 6) Faculty Report :

- Presentation by Mr. Kline: We currently have 17 electives that were proposed from the teachers. They are still receiving feedback from Parents and Students.
- High School Information Night: Had a great turnout and received a lot of good feedback.

#### 7) Committee Reports:

- **Outreach:** There is a new Tab on the website for Outreach. Annual Fund is currently at 13k and there will be a new display in the lobby soon, Rick H stated that the outreach committee was not only set up to fundraise but it is also a place for Parents and School Volunteers to organize school events.

#### 9) Next Meeting March 15th, 2017 at 4:00 PM

Brenda L motioned to adjourn the Meeting, 2nd by Sean. All Approved- Meeting Adjourned

7:46a \_\_\_**Draft - Minutes of Feb 2017 Board Meeting**