



## **Board Meeting Minutes**

**Wednesday, October 20, 2021 at 7:00 pm**

**In attendance:** Patty Humphrey (Vice Chair); Kyle Fox; Kim Lavallee; Sue Lawton (Secretary); Scott Perron; Cassie Hayes (exofficio)

**Absent:** Bob Best (Chair); Barbara Comtois (Treasurer); Kate Robichaud (Faculty representative)

Call to Order: 7:03pm (Patty H.)

Pledge of Allegiance – Led by Sabeena Mori

Moment of Silence – Led by Patty H.

Reading of the [Mission Statement](#) – Read by Patty H.

1. **Public Comments:** 7:05pm See Policy [BEDH](#)

There was only one public comment from Elizabeth S. regarding the wifi in the school. It has become an issue with all students, including the paraprofessional room and the library. It's impacting the ability for students to access online programming.

2. **Secretary's Report:** 7:07pm(Sue Lawton)

a. [September 15, 2021 Meeting Minutes \(Draft\)](#)

- **Motion:** To accept the minutes as written by Scott Perron;
- Seconded by Kyle Fox.
- Motion passed: 5/0/0

3. **Board Business:** 7:09pm (Moved from #7 to #3)

a. **Audit Presentation** (Kelly D'Amore & Stephanie Gray) Kelly noted that the full packet, once approved, will be available on the website Kelly went over the report highlighting several pages. The objective of the audit is to reasonably assure that all is well with the school and the risks to the organization. She stated the audit went well and is considered to be a clean audit. They said the internal controls, procedures and financial reporting are better each year and Covid did not have an impact on the financial controls. The 990, schedule A will be posted on the website.

b. **Medical Guidance Presentation:** 7:35pm (Dr. Mary Valvano)

- Dr. Valvano stated that she was surprised to find out how many charter schools do not have a full time nurse on staff. She presented a plan that

will allow the school to have access to ER physicians or a PA. The board shared a number of questions and looks forward to more information.

4. Student Trustee's Report: 7:53pm (Moved from #6 to #4) (Sabeena Mori)
- There is no report this month as Sabeena is brand new to the position
  - Sabeena reported that there are things she would like to do and things she would like to make better
  - She would like to see the seniors have prom this year, take field trips, and have a great senior year
  - She would like to achieve all goals
  - Mr. Perron asked Sabeena to be sure to let the Board know what they can do to engage with the students and help reach those goals

5. Treasurer's Report: 7:55pm ( Kim Lavallee)

a. [Board Budget Summary July 1, 2021 to August 31, 2021](#)

- PPP loan was forgiven and reflected in revenue
- Salaries were reported under budget
- Admin staff was under budget
- Equipment needs were reported under budget
- HVAC costs were about the same even with the inclusion of the 6th grade wing. One item mentioned is electricity during the summer months was slightly higher due to AC cost.

**Motion:** to accept the Treasurer's report made by Kyle Fox; seconded by Scott Perron.

Motion passed 5/0/0

6. Dean's Report: 7:59pm See [here](#). (Cassie Hayes)

- Bella Mulhern earned Dean for the day during the October road race by being the first TFA student to beat the Dean's time. The road race netted approximately \$5000
- Calendar raffle is in progress and doing well
- Dean Hayes yielded the floor to Dr. Tyrie:
- Dr. Tyrie gave an update on Canvas. They had a bigger pilot group with new teachers and some students
- Ilearn staff helped with Canvas and will do individual training if needed
- 11th grade students did very well on SAS testing
- Transition to Canvas from Google was smooth. TFA would still use Google Suite
- Dr. Tyrie continued with evaluation of teachers and classrooms and will continue through the rest of the school year
- Dr. Tyrie encouraged all teachers to sit in for 15 minutes on another educator's class to learn how other educators are teaching
- Greg McKenzie was given the floor at 8:23pm for an update on testing
- Greg reported that SATs were taken in the fall and scores were well above average for the state of NH and the country
- English scores showed a steady improvement and were above state and national scores

- Testing could not be done by seniors because of Covid, but spring scores showed they tested well above the state and country averages. This was likely due to the fact that TFA did continual online learning that included full school day hours during remote learning
- According to the reports, our students show consistently improved scores from 6th grade on up with scores exceeding state and National scores throughout high school

7. Faculty Representative's Report: 8:45pm See [here](#). (Read by Cassie H)

- Wifi has been an issue with teaching
- Acapella has been very supportive throughout the process
- It seems to be a VOIP issue
- The firewall has been replaced along with all switches
- The WAPS that push the wifi through the building are old and need to be replaced
- A few of the teachers have asked if unused paid time off can be rolled over to the next year. This will be discussed at the next personnel committee meeting

Continuation of Board Business:

c. Discussion regarding quorum: 8:52pm (Kim Lavallee)

- Board committee meetings should include one Board member to reach quorum and it should be established by a vote

**Motion:** Establish a quorum with one board member for all board

Committees

By Scott Perron; seconded by Patty Hayes

Motion passed 5/0/0

d. [PTSG Report](#) 8:53pm (Elizabeth Sanville)

- It was a busy month. A student asked for financial support for a senior project (\$150) and it was granted
- Student will report back to PTSG on what the money was used for
- Thank you to Kim Lavallee, Bob Best, Scott Perron, Cassie Hayes, and Matthew Lucht for all the help for a successful fall festival. Participation was great and everyone had a lot of fun
- Thank you also to all the teachers and staff members who showed up to participate and support this amazing event. There were more scarecrows that we've ever had - special thank you to Mr. Lucht for encouraging so many teachers to get involved
- Thank you to the Bridget family, who won the 50/50 raffle and donated \$500 back to the PTSG!

e. [Mission Report](#): 8:57pm (Patty Humphrey)

- Mr. Mihaly has done an excellent job with Teacher and Student of the semester and with Round Table curriculum
- All students will be taking a trip this year

- Steering committee will reach out to get a new parent trustee involved

f. Covid Update: 9pm (Cassie Hayes)

- We have had multiple cases where students have tested positive for Covid
- We will adjust the mask requirements on an as needed basis
- Testing is being done on site daily by a PA or MD for anyone displaying even the slightest Covid symptoms; all precautions are being made to keep everyone safe
- SASS screening is being conducted every 2 weeks on Thursday; it is the Dean's assessment that more teachers and students should sign up. All tests are free and private.

7. New Business: No new business

9. Non-public session: No non-public session

**Motion:** to adjourn the meeting made by Sue Lawton; seconded by Kim Lavallee

Motion passed 5/0/0

Meeting adjourned at 9:03pm

10. Next Meeting: Wednesday, November 17, 2021 at 7:00 pm