



## **Board Meeting Minutes**

### **February 20, 2019 at 5:30 pm**

Present: Robert Best (chairman), Patty Humphrey (vice-chairman), Kimberly Lavallee, Matt Mercier, Sue Lawton, Kristy Ouellette, Maureen Mooney, Jane Cormier

Absent: Connor MacFarland, Barbara Comtois

Call to Order:

Pledge of Allegiance (Patty Humphrey)

Reading of the [Mission Statement](#) (Patty Humphrey)

Moment of Silence (Patty Humphrey)

**MOTION:** Mrs. Humphrey will entertain a motion to take care of Board business 7a first, as it has to do with renewal of member terms for two external Board members.

1. Matt Mercier motions, Kristy Ouellette seconds, all in favor none opposed, motion passes.
  2. **MOTION:** Kim Lavallee nominates Barbara Comtois to serve a 2 year term as an external Board member. Sue Lawton seconds, all in favor, none opposed, motion passes
  3. **MOTION:** Kim Lavallee nominates Robert Best to serve as an external Board member. Kristy Ouellette seconds, all in favor, none opposed, motion passes.
  4. **MOTION:** Kristy Ouellette motions to nominate Robert Best for chairman, Sue Lawton seconds. Patty Humphrey, Kimberly Lavallee, Matt Mercier, Sue Lawton, Kristy Ouellette in favor, none opposed, Robert Best abstains, motion passes.
  5. **MOTION:** Robert Best will entertain a motion to nominate Barbara Comtois for treasurer. Kim Lavallee motions and Patty Humphrey seconds. All in favor, none opposed, motion passes.
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1. **Secretary's Report**
    - a. [January 3, 2019 Meeting Minutes](#)
    - b. [February 12, 2019 SPECIAL Meeting Minutes](#)
      - i. Sue Lawton presents minutes, no discussion.
      - ii. **MOTION:** Kristy Ouellette motions to approve both sets of minutes, Matt Mercier seconds. All in favor, none opposed, motion passes.

2. Treasurer's Report: See [here](#)
  - a. Kim Lavallee will present in lieu of Barbara Comtois.
  - b. Business Manager has completed the switch to the accrual method. Income is based on a 9 month basis; the is how the state determines per pupil aid. Expenses are done on a 12 month basis, which is why we see here 6 months of expenses and 4 months of revenue. The auditors were consulted during this transition.
  - c. **MOTION:** Matt Mercier motions to accept the report, Sue Lawton seconds. All in favor, none opposed, motion passes.
3. Dean's Report: See [here](#)
  - a. Dean Mooney presents.
  - b. Robert Best takes opportunity to present on events that happened at the last State Board of Education meeting, where Founders was granted a 1 year charter extension through June 2020 while the state works on their backlog of charter renewal. This extension was given to offer comfort and security to everyone in the community, as an assurance that the school is sticking around well into the future.
4. Faculty Representative's Report:
  - a. Jane Cormier presents.
    - i. Teachers are busy getting ready for spring clubs: garden club is gearing up, and there are several upcoming productions/musicals. There are nothing but good things to say.
5. Student Trustee's Report: See [here](#)
  - a. Dean Mooney reads the report in lieu of Connor.
6. Board Business:
  - a. Policy [IMAH \(Physical Activity\)](#)
    - i. Robert Best provides some background: this policy came before the Policy committee in November, then the Board, but it was not posted on website for the public. He proposes deferring the vote until March but is open to any discussion now.
      1. Kristy Ouellette: it is important to point out where it came from; it is required and came from the State to put into motion. We were guided by what other districts do, and we wanted to make sure it was only suggestive, not commanding.
      2. Some discussion on how this policy would be enacted in the day to day life of the school.
      3. The Board agrees to defer a vote and not take action until March.
  - b. Proposed Policy [BFC \(Policy Adoption\)](#)
    - i. This policy was recommended/submitted by a parent, and modeled after the Londonderry school district policy.

- ii. Kim Lavallee: it will provide structure to the policy process and provide transparency. It allows the public time to see it and comment before the Board votes on a policy.
- iii. Some discussion on whether or not a policy about policies is needed or if some information from this can be combined with policies that we already have.
- iv. The Board decided to refer this policy to the Policy Committee for revision and thanked the parent for bringing it forward through the appropriate procedure.

7. New Business:

- a. Renewal of member terms
  - i. Covered above.
- b. Resolutions
  - i. [On Title of School Director and Dean of School](#)
    - 1. The titles have been updated in the charter revisions to be consistent and allow flexibility. We are asking for this so that whoever fulfills these roles in the school could go by either title.
  - ii. [On Title of Assistant School Director and Assistant Dean of School](#)
    - 1. **MOTION:** Matt Mercier motions to adopt both resolutions and Patty Humphrey seconds. Robert Best, Patty Humphrey, Matt Mercier, Sue Lawton, Kristy Ouellette in favor, none opposed, Kim Lavallee abstains, motion passes.
- c. Public School Infrastructure Fund Grant Approved
  - i. Robert Best: this was in a message from the chairman that was emailed out and in the newsletter, but we also wanted to say here that we were awarded a grant to help with infrastructure and security, to improve our building.
- d. School Dance Update by PTSA President Elizabeth Sanville
  - i. The PTSA is pleased to be taking over and coordinating the school dances. High School and Middle School dances are coming up. We are coordinating donations for baked goods and waters to have at the dances, and are looking for sponsors to help cover some costs.
    - 1. Matt Mercier offers to have his company (Acapella) sponsor a dance.
  - ii. Penny Wars was from February 4th-15th, and just over \$1,000 was raised. \$500 of that will go to the student House of Representatives for field day, and \$500 will go to purchasing sports equipment for the school, to be used during recess and gym classes.
  - iii. Margarita's restaurant fundraiser is March 6th.
  - iv. A summer send-off party is scheduled for May 31st.

8. Public Comments: See Policy [BEDH](#)

- a. No public comments.

9. Non-public session: (6:30pm)

- a. **MOTION:** Non-public session convened under 91-A:3, II(I). Sue Lawton motions to enter non-public session, Kristy Ouellette seconds. All in favor, none opposed, motion passes. Dean Mooney, Lauren Brouillette, Cassie Hayes and Greg McKenzie invited to stay.
- b. Non-public session ends 7:33pm.
- c. **MOTION:** Matt Mercier motions to seal the minutes, Sue Lawton seconds. All in favor, none opposed, motion passes.

10. Next Meeting on March 20, 2019 at 5:30pm.

- a. **MOTION:** Kim Lavallee motions to adjourn meeting, Kristy Ouellette seconds. All in favor, none opposed, motion passes.