



Board Meeting Minutes

June 17th, 2020 at 5:30 pm

Present: Robert Best, Patty Humphrey (Vice Chairman), Barbara Comtois (Treasurer), Sue Lawton (Secretary), Kim Lavallee, Kristy Ouellette, Scott Perron, Kyle Fox, Maureen Mooney (ex officio), Cassie Hayes, Gini Nichols (faculty rep), Melissa Moyer, Christine Tyrie

Meeting called to order at 5:31pm and Quorum declared present, as defined in the charter by a majority of members present.

Dean Maureen Mooney calls the meeting to order for the annual organizational meeting, as required by the charter: Dean Mooney, in capacity as dean of school, will be chairing the meeting until a chairman is selected.

Pledge of Allegiance: Maureen Mooney

Moment of Silence: Maureen Mooney

Reading of the [Mission Statement](#): Maureen Mooney

Dean Mooney moves item 6a up to top of agenda.

6a: Dean Mooney entertains nominations for Chairman of the Board.

1. **MOTION**: Kim Lavallee nominates Robert Best for a 1 year term as Board Chairman, and Barbara Comtois seconds, with no other nominations.
 - a. Roll Call: Patty Humphrey - Yes; Sue Lawton - Yes; Barbara Comtois - Yes; Kim Lavallee - Yes; Kristy Ouellette - Yes; Scott Perron - Yes, Kyle Fox - Yes, Robert Best - abstain. 7 in favor, none opposed, 1 abstention, motion passes. (7:0:1)
 - b. Kim Lavallee: We are very fortunate to have Robert Best as Board Chairman. He is very involved, and the entire board is grateful for his dedication.
 - c. Patty Humphrey: He is indispensable; not just a good but an ideal chairman. He understands how to lead a board and has a wealth of knowledge.

2. **MOTION:** Robert Best entertains nominations for Vice Chairman: Kim Lavallee nominates Patty Humphrey for a 1 year term, Scott Perron seconds, and there are no other nominations.
 - a. Roll Call: Patty Humphrey - Yes; Sue Lawton - Yes; Barbara Comtois - Yes; Kim Lavallee - Yes; Kristy Ouellette - Yes; Scott Perron - Yes, Kyle Fox - Yes, Robert Best - Yes. All in favor, none opposed, motion passes. (8:0:0)
 - b. Kim Lavallee: We are fortunate to have her so involved in the school.
 - c. Robert Best: Her dedication to Founders and charter schools in general is amazing, we wouldn't be here without her efforts.
 - d. Scott Perron: She is willing to listen to others and to other opinions, taking it all into consideration and understanding other points of view.
 - e. Barbara Comtois: She is an advocate for children and their parents, without her I'm not sure New Hampshire would be in the forefront of charter schools.
3. **MOTION:** Robert Best entertains nominations for Board Secretary: Kim Lavallee nominates Scott Perron for a 1 year term, Barbara Comtois seconds, and there are no other nominations.
 - a. Roll Call: Patty Humphrey - Yes; Sue Lawton - Yes; Barbara Comtois - Yes; Kim Lavallee - Yes; Kristy Ouellette - Yes; Scott Perron - Abstain, Kyle Fox - Yes, Robert Best - Yes. 7 in favor, none opposed, 1 abstention, motion passes. (7:0:1)
 - b. Robert Best: I couldn't be happier. Scott will be fabulous as Secretary of the Board.
 - c. Kim Lavallee: He will make a wonderful secretary; there will be more work to do with the transition of Maureen Mooney moving on, and I have full confidence in him. Thank you to Sue Lawton for her service.
4. **MOTION:** Robert Best entertains for Board Treasurer: Sue Lawton nominates Barbara Comtois, Kim Lavallee seconds, and there are no other nominations.
 - a. Roll Call: Patty Humphrey - Yes; Sue Lawton - Yes; Barbara Comtois - abstain; Kim Lavallee - Yes; Kristy Ouellette - Yes; Scott Perron - Yes, Kyle Fox - Yes, Robert Best - Yes. 7 in favor, none opposed, 1 abstention, motion passes. (7:0:1)
 - b. Robert Best: She's done a fantastic job. She has good common sense and knowledge of the workings of Concord.
 - c. Kim Lavallee: I work with Barbara on the financials; she has really helped and supported us as we take our financials to the next level. Her time and effort are amazing and have made a big difference.

6b: Board Term Renewals:

1. Kristy Ouellette's student has graduated so she will be stepping down as a parent member of the Board. Chairman Best advises waiting until the Fall to fill the vacant parent member position when the Parent Advisory Committee is meeting again and the school year has started. He would like notice sent to new and current families.
2. **MOTION:** Kyle Fox motions for Scott Perron and Sue Lawton to serve for another year as parent members. Kim Lavallee seconds.
 - a. Roll Call: Patty Humphrey - Yes; Sue Lawton - Yes; Barbara Comtois - Yes; Kim Lavallee - Yes; Kristy Ouellette - Yes; Scott Perron - Yes, Kyle Fox - Yes, Robert Best - Yes. All in favor, none opposed, motion passes. (8:0:0)
 - b. Kim Lavallee: Thank you both for your time.
 - c. Scott Perron: Sue is the warmest ambassador for the school; she is a magnet at events and very approachable for new parents.
3. **MOTION:** Barbara Comtois' term expires in February 2021. Sue Lawton motions to extend her term to June 2021 to be in alignment with other term renewals. Kyle Fox seconds.
 - a. Roll Call: Patty Humphrey - Yes; Sue Lawton - Yes; Barbara Comtois - Abstain; Kim Lavallee - Yes; Kristy Ouellette - Yes; Scott Perron - Yes, Kyle Fox - Yes, Robert Best - Yes. 7 in favor, none opposed, one abstention, motion passes. (7:0:1)

All changes enacted above will take place after the end of the meeting, so for the remainder of this meeting Sue Lawton is still Board Secretary and Kristy Ouellette is still a member.

Robert Best welcomes new staff members; Mrs. Hayes will introduce new teachers in her report. First is a new position for Melissa Moyer, as Director of Student and Academic Affairs. Melissa gives a brief introduction of herself. Next is Christine Tyrie as the new Director of Faculty. Christine gives a brief introduction of herself. Lastly is Susan Forsythe, filling a new position as Community Engagement and Admissions Coordinator.

1. Secretary's Report (6:06pm)
 - a. [May 20th, 2020 Meeting Minutes](#)
 - b. **MOTION:** Kristy Ouellette motions to accept the May 2020 minutes, Patty Humphrey seconds.
 - i. Roll Call: Patty Humphrey - Yes; Sue Lawton - Yes; Barbara Comtois - Yes; Kim Lavallee - Yes; Kristy Ouellette - Yes; Scott Perron - Yes, Kyle Fox - Yes, Robert Best - Yes. All in favor, none opposed, motion passes. (8:0:0)
2. Treasurer's Report: See [here](#) (6:09pm)
 - a. Barbara Comtois presents: We have received all our income from student enrollment, and will have nothing else coming in over the summer except for grants and fundraisers. We are working on the application for our PPP forgiveness. We are looking at other grants as well. We are ending the year on a very good note, due to the great work of our business manager.

- b. Some discussion on having to take out loans in previous years to get through the summer.
 - i. Board members applaud this and commend those who work on the finances.
- c. **MOTION:** Sue Lawton motions to accept the report, Scott Perron seconds.
 - i. Roll Call: Patty Humphrey - Yes; Sue Lawton - Yes; Barbara Comtois - abstain; Kim Lavallee - abstain; Kristy Ouellette - Yes; Scott Perron - Yes, Kyle Fox - Yes, Robert Best - Yes. 6 in favor, none opposed, 2 abstentions, motion passes. (6:0:2)

3. Dean's Report: See [here](#). (6:16pm)

Dear Members of the Board of Trustees and the Founders Community:

After six extraordinary years at Founders, this will be my last public correspondence to you as Dean of School. Since announcing last fall that I would not renew my contract, it was hard to envision this day actually arriving.

The school's mission first caught my attention prior to its opening, and I haven't taken my eyes off it since. I wish to thank you for entrusting me to lead this mission-based school to become the second largest "bricks and mortar" charter school in New Hampshire. I am grateful for the confidence and support you all have given throughout my tenure at Founders. Naming the library for me last month is an honor I'll always cherish. Thank you for your steady stewardship as trustees, students, parents, teachers, benefactors, administrators and alumni.

Founders' future is bright and full of promise because it prepares ethical citizens for the world that so desperately needs them. I close now in the same way I conclude my remarks at annual teacher orientations -- remember that Founders is far more important than a bank that holds money, a mine that holds gold, or a museum that holds priceless art; because at Founders you are entrusted by parents with their precious and beloved children.

Goodbye Founders, and thank you for the mission, vision and wonderful memories! I will miss you all!

Sincerely,
Maureen Mooney
Dean of School

- a. Incoming Dean's Report: See [here](#).
- b. Dean Mooney and Cassie Hayes present.
 - i. Some discussion on admissions numbers.

4. Faculty Representative's Report: See [here](#) (6:40pm)

- a. Gini Nichols presents.

5. Student Trustee's Report

- a. None for this meeting.

6. Board Business: (6:44pm)

- a. Organizational Meeting - Elections for Chair, Vice Chair, Secretary, Treasurer *per Charter section (B) by majority vote of the board for a one year term.*
 - i. Addressed above.
- b. Board Member Renewals
 - i. Addressed above
- c. Policy Committee
 - i. Third Reading: [Service Dog Policy](#)
 - 1. **MOTION:** Sue Lawton motions to adopt the policy with a parent's suggested edits included. Kim Lavallee seconds.
 - 2. Roll Call: Patty Humphrey - Yes; Sue Lawton - Yes; Barbara Comtois - Yes; Kim Lavallee - Yes; Kristy Ouellette - Yes; Scott Perron - Yes, Kyle Fox - Yes, Robert Best - Yes. All in favor, none opposed, motion passes. (8:0:0)
 - ii. Third Reading: [Suicide Prevention Policy](#) according to RSA 193-J:2
 - 1. **MOTION:** Kim Lavallee motions to adopt the policy, Kristy Ouellette seconds.
 - 2. Roll Call: Patty Humphrey - Yes; Sue Lawton - Yes; Barbara Comtois - Yes; Kim Lavallee - Yes; Kristy Ouellette - Yes; Scott Perron - Yes, Kyle Fox - Yes, Robert Best - Yes. All in favor, none opposed, motion passes. (8:0:0)

7. New Business: (6:55pm)

- a. Academic Calendar 2020-2021: See [here](#)
 - i. Cassie Hayes presents.
 - ii. The calendar may change based on Manchester's calendar due to bussing.
 - iii. **MOTION:** Kim Lavallee motions to adopt the calendar with the condition, Scott Perron seconds.
 - 1. Roll Call: Patty Humphrey - Yes; Sue Lawton - Yes; Barbara Comtois - Yes; Kim Lavallee - Yes; Kristy Ouellette - Yes; Scott Perron - Yes, Kyle Fox - Yes, Robert Best - Yes. All in favor, none opposed, motion passes. (8:0:0)
- b. PTSG Report: See [here](#)
 - i. Elizabeth Sanville presents.
- c. Building update
 - i. For the time being, we are only allowing cleaning and maintenance people in. Special access may be granted by the dean.
 - 1. **MOTION:** Patty Humphrey motions that use of building will be minimized as much as possible, with access given only by permission of the Dean. Kim Lavallee seconds.

- a. Roll Call: Patty Humphrey - Yes; Sue Lawton - Yes; Barbara Comtois - Yes; Kim Lavallee - Yes; Kristy Ouellette - Yes; Scott Perron - Yes, Kyle Fox - Yes, Robert Best - Yes. All in favor, none opposed, motion passes. (8:0:0)

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

- a. No public comments.

9. Non-public session: (7:24pm)

- a. No non-public session.

10. Next Meeting to be announced.

- a. None in July; the next meeting is August 19th, 2020.

MOTION: Barbara Comtois motions to adjourn the meeting, Kristy Ouellette seconds.

Roll Call: Patty Humphrey - Yes; Sue Lawton - Yes; Barbara Comtois - Yes; Kim Lavallee - Yes; Kristy Ouellette - Yes; Scott Perron - Yes, Kyle Fox - Yes, Robert Best - Yes. All in favor, none opposed, motion passes. (8:0:0)

Meeting adjourned at 7:27pm.

Respectfully submitted by Lauren Brouillette, Clerk of the Board