



## **Board Meeting Minutes**

**June 19th, 2019 at 5:30 pm**

Present: Robert Best (Chairman), Kim Lavalley, Patty Humphrey (Vice-Chairman), Matt Mercier, Barbara Comtois (Treasurer), Kristy Ouellette, Sue Lawton (Secretary), Maureen Mooney (ex officio), Jane Cormier (faculty representative)

Absent: Connor MacFarland (student representative)

Call to Order: 5:41pm

Pledge of Allegiance: Robert Best

Moment of Silence: Robert Best

Reading of the [Mission Statement](#): Robert Best

1. Secretary's Report (5:43pm)
  - a. [May 15th, 2019 Meeting Minutes](#)
  - b. **MOTION:** Kristy Ouellette motions to accept the minutes, Matt Mercier seconds. Robert Best, Kim Lavalley, Patty Humphrey, Matt Mercier, Kristy Ouellette, Sue Lawton in favor, none opposed, Barbara Comtois abstains, motion passes.
2. Treasurer's Report: See [here](#) (5:44pm)
  - a. Healthy profit right now, since revenue is based on nine months from Sept-May. That number will dissipate and we'll be at a bit of a loss when the summer starts since revenue will not be coming in.
  - b. **MOTION:** Matt Mercier motions to accept the report, Kim Lavalley seconds, all in favor, none opposed, motion passes
3. Dean's Report: See [here](#) (5:45pm)
  - a. Dean Mooney presents.
  - b. Greg McKenzie presents on SAT scores and Proposed Minimum Standards for Grade Levels (first presentation to the Board, no vote yet)
    - i. Discussion regarding proposed standards and impact on students who may not meet the requirements
4. Robert Best rearranges the Agenda to allow Ashley Major (Nathan Wechsler and Co.) to present in a timely manner (6:59pm)

- a. Ms. Major presents on audit preliminaries, the audit process, and said audit will start in July
5. Faculty Representative's Report: (7:12pm)
- a. Mrs. Cormier spoke about the leadership portion in the mission of this school. In her chorus 4 final exam the students were asked "what does leadership look like in chorus?" Their responses were amazing and showed how much they took the mission of the school to heart. She will be encouraging faculty and staff to work on this in the 2019-2020 academic year.
6. Student Trustee's Report:
- a. Student not present, no report
7. Board Business: (7:21pm)
- 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. Robert Best opens the floor for nominations.
      - 1. **MOTION:** Kim Lavallee motions to nominate Robert Best as Board Chairman, Barbara Comtois seconds.
      - 2. **MOTION:** Robert Best motions to nominate Patty Humphrey for Vice-Chairman, Kim Lavallee seconds.
      - 3. **MOTION:** Kim Lavallee motions to nominate Sue Lawton for Board Secretary, Kristy Ouellette seconds.
      - 4. **MOTION:** Sue Lawton motions to nominate Barbara Comtois for Board Treasurer, Robert Best seconds.
      - 5. All in favor for all the above motions, none opposed, no abstaining, motions pass.
  - b. Board Member Renewals
    - i. Kristy Ouellette's and Sue Lawton's terms expired at the end of the school year, and Board is able to renew their term for one year, where they would continue to represent the Parent Advisory committee.
      - 1. **MOTION:** Matt Mercier motions to have both terms renewed as parent members, Patty Humphrey seconds. All in favor, none opposed, motion passes.
  - c. Policy Committee Report (Kristy Ouellette presents)
    - i. DZA
      - 1. Ready for vote tonight, based on recommendations from auditors, will reduce the capitalization threshold to \$1,000.
      - 2. Barbara Comtois stipulates where it says "\$25,000" to change to "\$1,000".
      - 3. **MOTION:** Sue Lawton motions to adopt the policy, Kim Lavallee seconds. All in favor, none opposed, policy adopted.
    - ii. BG
      - 1. Combination of BG and BGB

2. Sue Lawton thanks the parent who brought this suggestion forward, Robert Best also thanks them and is grateful for the system that allows parents to make suggestions like this and be heard.

3. **MOTION:** Sue Lawton motions to adopt the policy, Kim Lavalley seconds. All in favor, none opposed, motion passes.

iii. Visitor Policy

1. This existing policy will be discussed at the next policy meeting. The key topics are safety and respecting parent/guardian and employee time.

2. Robert Best notes that it may need a letter code assigned, as with our other policies.

8. New Business: (7:38pm)

a. Nathan Wechsler & Company Presentation

i. Addressed above.

b. Mission Committee

i. Kim Lavalley: Patty Humphrey is very focused on the mission, and she wants to introduce a mission committee as a board committee.

1. Patty Humphrey: at Best Practices this year I went to two presentations on Board governance, and they said the main role of a Board is to support the mission of the school. So that's our job; I want to propose this committee and talk a little about the mission itself.

a. The cornerstones of the school are Character, Leadership, History, Liberty. Character has to come first. Students definitely are incorporating the Code of Conduct in their lives and language, as evidenced by Mrs. Cormier's comment above. The mission committee would work with the teachers and students to see if we can have a more effective way of making the mission identified completely with the school and curriculum in every way.

i. Committee may have 1 or 2 board members, 1 or 2 teachers, and some students as well.

ii. Robert Best - it would be difficult to get them all together for meetings, but I love the idea.

iii. Patty is willing to be flexible regarding meeting times.

b. Barbara Comtois - As a board, we should have something in writing to describe the committee, so we know what the committee is being charged with and can ensure it doesn't veer from that.

c. Kristy Ouellette: we should invite parents to be a part of it as well.

- i. Robert Best: We could set it up where the members are those who you know could be at the meetings, and others could be invited to attend even if they don't vote. Some discussion ensues.
    - d. The details will be solidified and something will be written up for a more formal presentation in the future.
  - c. Homework Afterschool Program
    - i. The school, with Cassie Hayes, is working on a Title I program for afterschool this academic year. More information will be available in August.
  - d. PTSA Report
    - i. Sue Lawton reports in lieu of Elizabeth Sanville.
      - 1. Thank you to Board for support, thanks to everyone who made this a successful year for the PTSA. There was lots of successful fundraising, which was put it back into the school. Money is steadily being raised so that every classroom can have chromebooks. Special thanks to Mrs. Nichols for her substantial involvement.
- 9. Robert Best pauses to thank Matt Mercier for his time on the Board as a business representative. Matt Mercier thanks everyone for their time and friendship.
- 10. Public Comments: See Policy [BEDH](#) (7:58pm)
  - a. Patrice Benard:
    - i. Thank you to Mr. McKenzie for setting up the grade standards. She would like to see class rankings and a valedictorian and salutatorian in future years.
- 11. Non-public session:
  - a. None needed
- 12. Next Meeting on August 21, 2019 at 5:30pm.
  - a. **MOTION:** Meeting adjourned at 8:04 pm; Kim Lavalley motions to adjourn, Kristy Ouellette seconds. All in favor, none opposed, motion passes.