



Board Meeting Minutes

March 18, 2020 at 6:00 pm

Present in person: Robert Best (Chairman), Patty Humphrey (Vice-Chairman), Barbara Comtois (Treasurer), Scott Perron, Kyle Fox, Maureen Mooney

Present by video call: Sue Lawton (Treasurer), Kristy Ouellette, Kimberly Lavallee, Connor MacFarland (Student Trustee) (Cassie Hayes, Greg McKenzie, Christine Nassiopoulos)

Absent: Gini Nichols (Faculty Trustee)

Call to Order: 6:10pm

Pledge of Allegiance - Robert Best

Moment of Silence - Robert Best

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

Chairman Best reorders the agenda.

1. Student trustee report, Connor M. presents (6:14pm)

2. Faculty trustee report, read by Dean Mooney in lieu of Gini Nichols (6:17pm)

3. Dean's Report (6:20pm)

a. Dean Mooney presents.

b. Mr. Mckenzie presents on PSAT/SAT test results and comparisons.

1. Secretary's Report (6:53pm)

a. [December 30, 2019 Meeting Minutes](#)

i. **MOTION:** Barbara Comtois motions to adopt the December minutes, and Kyle Fox seconds.

ii. Roll Call: Patty Humphrey, yes. Susan Lawton, yes. Barbara Comtois, yes. Kimberly Lavallee, yes. Kristy Ouellette, yes. Kyle Fox, yes. Scott Perron, yes. Robert Best, yes.

1. All in favor, none opposed, motion passes.

b. [January 22, 2020 Meeting Minutes](#)

i. **MOTION:** Kimberly Lavallee motions to adopt the January minutes, and Kristi Ouellette seconds.

ii. Roll Call: Patty Humphrey, yes. Susan Lawton, yes. Barbara Comtois, abstain. Kimberly Lavallee, yes. Kristy Ouellette, yes. Kyle Fox, yes. Scott Perron, abstain. Robert Best, yes.

1. Six in favor, two abstentions, none opposed, motion passes.

2. Treasurer's Report: See [here](#) and [here](#) (6:56pm)
 - a. Barbara Comtois presents on the February budget.
 - i. We are showing a profit at the end of February which is a wonderful thing for the school. Our enrollment is not quite where we want it but close, and the state revenue reflects that.
 - ii. **MOTION:** Sue Lawton motions to accept the report, and Kyle Fox seconds.
 1. Roll Call: Patty Humphrey, yes. Susan Lawton, yes. Barbara Comtois, yes. Kimberly Lavallee, yes. Kristy Ouellette, yes. Kyle Fox, yes. Scott Perron, yes. Robert Best, yes.
 - a. All in favor, none opposed, motion passes.
 - b. Barbara Comtois presents on the Yearly Budget for 2020-2021
 - i. This budget is based on our having 450 students and what the state revenue would be from that. This is not exact science because these numbers are not set yet. There is a projected surplus of \$60,000; this year we may not reach the goal because the student population is not quite where it should be.
 1. Kim Lavallee: We will probably need to revisit the budget this summer, as this budget was written before the current COVID 19 situation. Student retention and admissions may have an impact, but long distance learning is an opportunity for our school to shine.
 - ii. **MOTION:** Sue Lawton motions to adopt budget, Kyle Fox seconds.
 1. Roll Call: Patty Humphrey, yes. Susan Lawton, yes. Barbara Comtois, yes. Kimberly Lavallee, abstain. Kristy Ouellette, yes. Kyle Fox, yes. Scott Perron, yes. Robert Best, yes.
 - a. All in favor, one abstention, none opposed, motion passes.
3. Dean's Report: See [here](#)
 - a. Covered above.
4. Faculty Representative's Report: See [here](#)
 - a. Covered above.
5. Student Trustee's Report: See [here](#)
 - a. Covered above.
6. Board Business: (7:16pm)
 - a. Policy Committee (JBAA pushed to next time)
 - i. Second Reading: [Admissions Policy Overview](#)
 1. **MOTION:** Kim Lavallee motions to adopt the policy, and Sue Lawton seconds.
 - a. Roll Call: Patty Humphrey, yes. Susan Lawton, yes. Barbara Comtois, yes. Kimberly Lavallee, yes. Kristy

Ouellette, yes. Kyle Fox, yes. Scott Perron, yes. Robert Best, yes.

i. All in favor, none opposed, motion passes.

ii. First Reading: [Service Dog Policy](#)

1. Kristi Ouellette: This has not gone through the Policy Committee yet, so this is the first time it is being reviewed.

2. **MOTION:** Sue Lawton motions to adopt the policy, Kim Lavallee seconds.

a. Dean Mooney: the board should review the messages about this that have already gone out to the community before adopting the policy, to make sure it isn't complicating what has already gone out or adding anything unnecessary.

b. Discussion on whether to take this policy into a second reading and whether this policy is needed as there is already an ADA law about it.

i. Chairman Best decides that this is not an emergency situation so the Policy will go into a second reading instead of being adopted right away.

c. **MOTION:** Sue Lawton withdraws her motion, Kim Lavallee withdraws her second, no further action taken.

7. New Business: (7:40pm)

a. Mission Committee Report: See [here](#).

i. Patty Humphrey presents.

b. PTSG Report

i. Sue Lawton presents (get from her or Elizabeth)

8. Public Comments: See Policy [BEDH](#) (7:50pm)

a. No public comments.

9. Non-public session:

a. Barbara Comtois motions to enter closed session according to RSA 91-A:3, II (c), Scott Perron seconds.

i. Roll Call: Patty Humphrey, yes. Susan Lawton, yes. Barbara Comtois, yes. Kimberly Lavallee, yes. Kristy Ouellette, yes. Kyle Fox, yes. Scott Perron, yes. Robert Best, yes.

1. All in favor, none opposed, motion passes.

*****NON-PUBLIC*****

b. Kristy Ouellette motions to exit non-public and seal the minutes according to RSA 91-A:3, II (c), Sue Lawton seconds.

- i. Roll Call: Patty Humphrey, yes. Susan Lawton, yes. Barbara Comtois, yes. Kimberly Lavalley, yes. Kristy Ouellette, yes. Kyle Fox, yes. Scott Perron, yes. Robert Best, yes.
 - 1. All in favor, none opposed, motion passes.

10. Next Meeting: April 15, 2020 at 5:30pm

Respectfully submitted by Lauren Brouillette, Clerk of the Board of Trustees