



Board Meeting Minutes

October 16, 2019 at 5:30 pm

In attendance: Robert Best (Chairman), Patty Humphrey (Vice-Chairman), Barbara Comtois (Treasurer), Sue Lawton (Secretary), Kimberly Lavallee, Kyle Fox, Kristy Ouellette, Scott Perron, Maureen Mooney (ex officio), Gini Nichols (faculty member), Connor MacFarland (student representative)

Absent: None

Call to Order: 5:30pm

Pledge of Allegiance: Connor MacFarland

Moment of Silence: Robert Best

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

1. Secretary's Report: (5:32pm)

a. [September 18, 2019 Meeting Minutes](#)

- i. **MOTION:** Barbara Comtois motions to adopt the minutes, Scott Perron seconds. All in favor, none opposed, minutes adopted.
- ii. Brief discussion about the August minutes: they were adopted but did not include attendance of members.
 1. **MOTION:** Kyle Fox motions to add an addendum to the August minutes to include the attendance, Kristi Ouellette seconds. All in favor, none opposed, motion passes.

2. Treasurer's Report: See [here](#) (5:34)

- a. Barbara Comtois presents. Our total income is slightly above projections. Expenditures are a little higher due to fluctuations but that isn't unexpected. We are showing a slight loss due to income accrued over a nine month period and expenses over twelve months.
 - i. Discussion on item 4 (outside services); a portion is waiting for reimbursement.
 - ii. **MOTION:** Sue Lawton motions to approve the Treasurer's Report, Kim Lavallee seconds. All in favor, none opposed, motion passes.

3. Dean's Report: See [here](#) (5:40pm)

- a. Dean Mooney presents.

- i. Parent comment: *"Hello, I would like to send a little note to let you know how wonderful your school has been for our family! Ever since the first day of school our son has been so excited about learning! He just kept saying, 'Founders Academy, is rad!' He has changed from a kid who was discouraged about school, to a person who is excited about school and his future! Teachers, your philosophy is amazing, your dedication is easy to see, and your excitement about the content you are teaching is contagious! Thank you! You truly provide a safe, inclusive environment where kids push themselves and each other to be their best!"*
 - b. Allison Ouellette presents Harvard summer class experience.
 - c. Cassie Hayes presents Title 1, 2 and 4 slideshow.
 - d. Andrew Croteau presents curriculum update slideshow.
 - i. Math presentation and discussion regarding SAS scores vs. SAT and PSAT scores.
- 4. Faculty Representative's Report: See [here](#) (7:12pm)
 - a. Gini Nichols presents.
- 5. Student Trustee's Report: See [here](#) (7:15pm)
 - a. Connor MacFarland presents.
- 6. Board Business:
 - a. Policy Committee
 - i. Second Reading: [Visitor Policy Amendment](#)
 - 1. Kristi Ouellette reads.
 - 2. **MOTION:** Barbara Comtois motions to adopt the policy, and Scott Perron seconds. All in favor, none opposed, motion passes.
 - ii. Second Reading: [BEA - Regular Board Meeting Amendment](#)
 - 1. **MOTION:** Barbara Comtois motions to adopt the policy, and Sue Lawton seconds. All in favor, none opposed, motion passes.
 - iii. First Reading: [JBAA](#) (in addition to existing GBAA)
 - 1. Some discussion about edits and additional language regarding consequences/discipline for students.
 - 2. Dean emphasizes this is in addition to GBAA, which every school is required to have.
 - 3. **MOTION:** Sue Lawton motions to move the policy to a second reading, and Kim Lavallee seconds. All in favor, none opposed, motion passes.
 - iv. First Reading: [The Founders Academy Parent Steering Committee](#)
 - 1. **MOTION:** Scott Perron motions to move the policy to a second reading, and Kyle Fox seconds. All in favor, none opposed, motion passes.
- 7. New Business:
 - a. Mission Committee Report, presented by Patty Humphrey:

“Personal activities: Work with Mrs. Moore’s Round Table on indoor recess possibilities, such as ping pong, carpet ball, checkers, corn hole, etc. During this period, I also discuss the purpose of Round Table and why we are undertaking this project (which they chose) in relation to the mission of the school. None of the students were able to articulate the purpose of Round Table, nor the mission of the school, other than that it has something to do with leadership. In a survey that Chris Kline made of random students from a study hall, he had the same response, although students gave good grades to the school in general and good grades to Round Table as a time to relax and enjoy friends.

Mission Committee: Several teachers are now members of the committee: Chris Kline, Jane Cormier, Josiah Weekley, and Ginny Nichols.

Mr. Kline and I developed a program for the Staff Development Day on October 11, centered around the theme of the month, which is school codes. We also gave time to a teacher discussion of successes, problems and questions about implementing the Round Table curriculum in general.

Each teacher was given a large, laminated copy of the Code of Conduct that was then hung in his room. I spoke about the importance of this Code and the many ways in which it can be taught and used in Round Table and throughout every aspect of school life.

Then Chris divided the teachers into their Round Table Presidential Houses to answer basic questions about their use of Round Table and any suggestions and problems they might be having in general. He and I circulated around the room. Teachers are grateful for these Houses, find them a great source of mutual support. The teachers are eager to help each other, where one of them might be having a problem. They are also interested in sharing activities. The House concept, each House named after a president is a great success.

During each Development Day in the future, Chris and Jane Cormier will take some time to discuss how to incorporate the theme of the month into Round Table.

I have several recommendations for making Round Table more effective in the future, based on talking to the teachers.

1. School procedures, such as the pledge and announcements should occur right at the beginning of the school day. The first period is slightly longer than the others and would be the best time for this to occur. Announcements are disruptive to Round Table activities, for which the time is too short, in any case.
2. Responsibilities of executing the Round Table curriculum and in general fulfilling the mission of the school should be part of a teacher’s contract. Without this being the case, teachers feel free to ignore it.
3. There has to be a regular visitation program of Round Table period to evaluate the effectiveness of the program.

In addition, conversations with students and teachers indicate other for making the mission a more pervasive part of the school program.

1. Teachers need an effective training program on the mission and how to fulfill it in all areas of school life—classes, Round Table, lunch and recess, between class times, clubs and other activities. The two government bodies—the House and Senate are other points of emphasis for mission-driven understanding and activities. This training should start during orientation and continue during staff development sessions throughout the school year.
2. The U.S Constitution and our other Founding Documents are studied in 8th grade. Parts of these documents should be memorized and other parts known firmly In broad outline. If a student enters the school after 8th grade, he is missing the foundational piece of their knowledge of American history. Some way to make sure this knowledge is imparted must be found, if the school is to fulfill its mission.”
 - i. Discussion on making Round Table a priority and how to engage students and faculty. The mission and code of conduct are a very important component of Round Table.
 - b. [PTSA Report](#)
 - i. Sue Lawton presents in lieu of Elizabeth Sanville.
8. Public Comments: See Policy [BEDH](#)
 - a. No public comments.
9. Non-public session: (8:19pm)
 - a. 91-A:3 II, I
 - b. **MOTION:** Kristi Ouellette motions to enter non-public session, Patty Humphrey seconds. All in favor, none opposed, motion passes.
 - c. **MOTION:** Kristi Ouellette motions to exit non-public session, Scott Perron seconds. All in favor, none opposed, motion passes.
 - d. **MOTION:** Kristi Ouellette motions to seal minutes of non-public session, Sue Lawton seconds. All in favor, none opposed, motion passes.
10. Next Meeting: January 22, 2020 at 5:30pm
11. Meeting Adjourned: 9:46 PM

Respectfully Submitted by Lauren Brouillette, Clerk