

Robert Frost Public Charter School
Board Meeting Minutes
6pm| March 7th, 2017
Robert Frost Public Charter School | 1675 White Mountain Hwy |
Conway, NH 03860

Board Members Present: Angela Zakon, Cristina Campo, Ellen Ohlenbusch, Pat Farley, Anastasia Burns. Via Phone: Amy Mahoney & Jennifer Karnopp

Jennifer Karnopp left meeting at 6:45

Excused Absence: Melanie Sleime

Call to order: A. Zakon called the meeting to order at 6:04pm.

A. Zakon modified the Agenda to have Shawn Bergeron present Bergeron Engineering findings on 296 E. Main Street.

Meeting Business (A. Zakon)

- **Acceptance of minutes from January 2017**

January 2017 minutes accepted as submitted

- **Agenda Review:** Moved S. Bergeron's presentation to the opening of the meeting.

Head of School

- E. Ohlenbusch updated the board on the day to day activities at the school.
- Student Assessments are underway for reading, writing and math. At the next board meeting, there will be a presentation of the results over the 1st two trimesters of the year.
- Energy Project night was rescheduled and will happen on March 16th. We are partnering with the Frost Parent Group to have a Pot Luck for community building.
- MWVScience Fair: We have 1 of our 8th grade students participating.
- Makers Fair: At this year's event, they will have a makers section and this is providing an opportunity for our 6th grade students to participate. They are required to put forth a proposal and it will be reviewed by 3 teachers and approved or not for moving forward and attending the fair.
- Software Application: Two students are involved in writing a mobile application that will allow judges at the Science Fair to use their tablets to judge.
- ESSC (1st-6th grade) & our Kindergarten, 7th and 8th grade ski program is proving successful. We have 100% parent volunteers on the mountain and this Thursday is the final all school Snow Day.
- January 19th 1 6th grade students and 1 8th grade student were inducted into the National Junior Honor Society.

- Outdoor Learning: We are moving forward with a 4-week cycle for the OL programs and they will be teacher driven and supported by the HOS. The next session will start on 4/4/17.
- March 17th is the end of our 2nd Trimester. PLP's will be sent home to families on March 31st.

Treasurers Report

- A. Zakon presented the financials for the board.
- C. Campo made the motion to approve the Treasurers report from November 2016. Anastasia Burns seconded. Vote: Unanimous
- P. Farley made the motion to approve the Treasurers report from December 2016. C. Campo seconded. Vote: Unanimous

Program Items

- Bergeron Technical Services - Shawn Bergeron
- Enrollment 2016/2017
- Facility Update
- New Facility 296 East Main Street (new)
- Lease Termination Agreement
- Frost Parent Group Update
 - Reviewed and revised bylaws and they will have a donation for the school \$1500.00 transportation.
 - Shannon Door April 27th
 - Flatbread May 30th
 - Energy Project – Pot Luck
 - Three River Plant Fundraiser
- Enrollment 2017/2018
 - 5 Kindergarten
 - 1 6th Grade
- Charter Renewal Process
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- National Junior Honor Society
 - Anastasia Burns moved to approve the field trip for the NJHS to attend the Regional Conference. P. Farely seconded. Vote: Unanimous
- HOS Recruitment
- DOE State Reporting
 - Get the update audited list from Michelle
- Audited Financials
 - P. Farley made a motion to acception the Audited Financials for year ending June 30, 2016. C. Campo seconded VOTE: Unanimous
- Out of State Tuition Plan
- Lower El Student Persuasive Letters

Public Comment:

No public comment

Action Items

A. Zakon Adjourned the meeting 8:27