

Robert Frost Public Charter School
Minutes – Sept. 15, 2021 – 4pm
Robert Frost Public Charter School * 110 Main Street * Conway, NH

Meeting Called to Order at 4:04 by T Strout.

Members in Attendance: J. Champagne, T. Strout, K. Lee, B. Kustan, P. McMurry, R. Darst, C. Brings, J. Fleischer, J. Boewe (4:27), J. McLauchlan (4:39)

Members Absent:

2: Meeting Business

- J. Fleischer motions to accept August minutes. J. Champagne seconds. Minutes accepted.
- J. Fleischer motions that we continue the parking agreement with Brown church. K. Lee seconds. Approved.

3: Administration

- Monthly Snapshot – Presented by J. McLauchlan. Notes: there is still a position open for Third/Fourth Grade assistant.

4: Finance Report - C. Brings moves to accept the Treasurer's report. R. Darst seconds. Approved.

5: Program Items:

- Ratifying Student Support Position Hire (S. Indelicato): K. Lee motions. R. Darst seconds. Approved.
- Re-Entry plan-Clarifying Decision makers: Plan reviewed and discussed. K. Lee motions that if Carroll County cases go over 2% (962 active cases) in carroll county we will mask for 2 weeks then masks return to optional if numbers go down. J. Champagne seconds. Motion approved.
- SASS Testing Program: J. Fleischer moves to ratify vote, J. Champagne seconds, accepted.
- High School Expansion: Update presented by T. Strout.

6: Public Comment – Public requests mask mandate and data.

7: Non-Public Session – none needed.

8: Summary & Action Items – Next meeting Oct. 20, 2021 4:00

9: Next Agenda –

10: Adjournment – 5:45pm

Respectfully submitted by J. Boewe & T. Strout & J. Fleischer

*The public comment section of our agenda is an opportunity for community members to comment on the work of the board. Members of the board are interested in hearing views from individuals but will be unable to respond to comments immediately in this forum. They will, however, receive serious consideration, and may warrant discussion at a later date. Please limit your comments to 2 minutes to allow time for others to speak. For lengthier comments, please feel free to submit a letter to the board or email the board at trustees@robertfrostcharterschool.org.

*Academic Excellence * Operationally Sound * Financially Sound*

Driving us towards the path of excellence

Data Driven Decision Making

Head of School Report for May 2021 Board Meeting

- **Enrollment - Current**
 - Enrollment by classroom
 - K – Mrs. Nile – 8 students
 - 1/2 – Miss Burney – 9 students
 - 3/4 – Miss Randall – 10 students
 - 5-8 – Miss Kimberly – 14 students
 - Total enrollment is 41 (33 onsite and 8 remote)
- **Projected Enrollment – 2021/2022**
 - New Kindergarten enrollment
 - 12 completed enrollment packets received.
 - 3 additional inquiries – 1 will be on waitlist.
 - One initial application for a 2nd grader. Two on waitlist.
 - Two new applications for 3rd graders.
 - Four on waitlist for 5-8 classroom.
 - Projected enrollment is currently at 55.
 - 14 K / 14 LE1 / 9 LE2 / 20 Intermediate
- **State Reporting / Legislation**
 - Preparing for end of year reporting.
 - New/additional reporting for ESSER grants.
- **Staffing**
 - Staff evaluations almost complete.
- **Teacher Mentor**
 - Weekly meetings and ongoing support continue.
- **Programming/Curriculum**
 - State Assessments are happening this week.
- **Technology**
 - Lots of problems with WiFi connection. Andrea coming in on Friday.
- **Staff Benefits**
 - ClaimLinx discussion.
- **Facility**
 - Nothing new to report.
- **Special Events – Field trips, special visitors, etc.**
 - Visit to Grandview Farm to complement our PBL.
 - Visit from Conway Library to learn about summer reading program.
- **Special Services**
 - 2 active IEPs (4th & 8th grader)
- **COVID19 Funds / Programs**
 - Lots of additional reporting required for all funds!