

**Robert Frost Public Charter School
Board Meeting Minutes
6pm | April 7, 2015
Robert Frost Public Charter School | 1675 White Mountain Hwy |
Conway, NH 03860**

Board Members Present: Cristina Campo, Ellen Ohlenbusch, Angela Zakon, Pat Farley, Amy Mahoney, Head of Curriculum-Jennifer Karnopp, and via phone Kathy Vines.

Call to order: E. Ohlenbusch called the meeting to order and welcomed the public at 6:08pm

Meeting Business (E. Ohlenbusch)

- **Acceptance of minutes from March 3, 2015**
- **Agenda Review-**
 - Donation from PTA will be added to end of agenda

Administration (Jennifer Karnopp)

- Update on state reporting
 - Jan, Feb minutes due
 - Sept and December quarterly reports due
 - **Action Item-** Jenn Karnopp to submit outstanding reports
- Update on the current status of new enrollment.
 - Most new applicants have completed paperwork.

Curriculum (Jennifer Karnopp)

- Update on the current status of Smarter Balanced.
 - Grades 3&4 currently testing
 - Grades 5&6 to begin in Mid April and end early May
- Professional Development
 - Curriculum Map development completed at March PD Days
- Write Now Conference Update
 - Attended by all Upper and Lower EI teachers, Head of Curriculum and Head Assistant Teacher
- Montessori and RTI workshop attended by K teacher and Head of Curriculum
- Academic Outcome- deferred to May meeting

Finance Report

Federal Grant came to a close, and in process of submitting all required data. The Treasurer's Report- Pat Farley made the motion to accept the Treasurer's Report for February 28, 2015. Cristina Campo seconded the motion.

VOTE: Unanimous

Program Items

- **D&O Insurance**
 - In process of renewal
- **Americorp Program 2015-2016**
 - Cost of \$7500 for 2015-2016
 - A Mahoney makes a motion to approve moving forward with the Granite State Americorp Program for next year. K Vines seconds.
Vote: Unanimous
- **HB563 Charter School Funding (Senate Update)**
 - E. Ohlenbusch updated the board on the HB563 and the work that is being done to get it passed. Important to RFPCS as it provides a potential of an additional \$1000 per pupil.
- **RFPCS Middle School**
 - Presentation of philosophical underpinnings of junior high program based on RFPCS Charter, Common Core, Montessori and PBL best practices
 - Outline of state requirements in Math, Language, Science and Social Studies
 - Discussion about what to call the adolescent program. The program will be called "junior high" moving forward
 - **Action Item:** Jennifer Karnopp will change philosophy document for consistency
- **Family Handbook 2015/2016 Draft**
 - Full document is being reviewed by the staff.
- **Curriculum Fidelity Implementation Update**
 - Math assessments ordered for all grades
 - Dynamic Learning Profile process for lower el and kindergarten in pilot stage
- **Summer Programming**
 - Discussion of creating a summer camp program to bring in additional revenue
- **PTA Donation**
 - E. Ohlenbusch received a request from the PTA to approve a donation of \$430 to purchase a projector for the school. P Farley makes a motion to accept a donation of \$430 for the purpose of a projector for the school. A Mahoney seconds.
 - **Action Item:** Administration to create Purchase Order.
- **Calendar**
 - Discussion of best timing for Professional Development days

- **Action Item:** Jenn Karnopp will review calendar days per month and number of teacher professional days correlation to what is described in teacher handbook and report back to the BOT.

Public Comment

There is no public comment.

Non-public Session

P Farley made the motion to enter non-public session according to RSA 91-A: 3, II for the consideration of a personal and contractual matter. A Mahoney seconds the motion.

VOTE: Unanimous.

Roll Call Vote:

Cristina Campo	-AYE
Pat Farley	-AYE
Amy Mahoney	- AYE
Ellen Ohlenbusch	- AYE
Kathy Vines	- AYE
Angela Zakon	- AYE

The board entered into non-public session at 7:07pm

A Mahoney moved to move out of non-public session at 7:16pm

C Campo seconded the motion. **VOTE:** Unanimous

P Farley made a motion to seal the minutes from non-public session according to RSA 91-A:3, II as releasing information would render a proposed board action ineffective.

A Zakon seconds the motion.

VOTE: Unanimous

Roll Call Vote:

Cristina Campo	-AYE
Pat Farley	-AYE
Amy Mahoney	- AYE
Ellen Ohlenbusch	- AYE
Kathy Vines	- AYE
Angela Zakon	- AYE

Meeting Adjourned at 7:19pm