

Robert Frost Public Charter School
Board Meeting Minutes
6:00pm| April 4, 2017
Robert Frost Public Charter School | 1675 White Mountain Hwy |
Conway, NH 03860

Board Members Present: Pat Farley, Cristina Campo, Angela Zakon, Head of School-Ellen Ohlenbusch, Amy Mahoney, Anastasia Burns and Jennifer Karnopp via the phone. Melanie Sleime joined the meeting at 6:28pm via phone.

Jennifer Karnopp left the meeting at 6:56pm.

Also in attendance: Kelly J. Evans, Clerk

Call to order: A. Zakon called the meeting to order at 6:11pm.

Meeting Business (E. Ohlenbusch)

- **Acceptance of Minutes**
 - These will be reviewed and accepted at the next board meeting
- **Agenda Review**
- Added to Program Items: Extra-Curricular Activities for Junior High

Administration

- **Monthly Snapshot**
 - The enrollment session has closed.
 - Third quarter Project Based Learning was a success and ended with a very community building event, including a potluck dinner.
 - PLP's were distributed for this last quarter.
 - Sea Perch event took place and the Residence Inn Marriot. The 3rd, 4th and 5th year students had the opportunity to launch their Sea Perch rovers in the pool.
 - Frost Forums continue to be enjoyed by students, staff and parents. At our most recent forum each student and staff member shared a quote on what they love about RFPCS. Our NJHS students will transfer these notes to the wall and create an inspirational mural.
 - A Communication Survey & PLP Survey has been distributed to families.
 - We had another successful season of ESSC as we end our fifth year partnering with them to put our students on the mountain. It was 100% supported by parent and grandparent volunteers. A great success.
 - Our final portion of Outdoor Learning Opportunity will start in May.
 - Career Day will take place on May 17.

Finance Report

- No treasurer's report for this meeting.

Program Item

- **Enrollment**
 - E. Ohlenbusch reviewed projected enrollment numbers for the 2017-2018 school year.
- **HOS Recruitment**
 - **A. Zakon updated all that M. Sleime is screening and interviewing candidates.**
- **DOE State Reporting**
 - E. Ohlenbusch updated the board on the current status of state reporting submission to the DOE.
- **Assessments**
 - E. Ohlenbusch shared the latest assessment results highlighting that the student body is doing well and we are continuing to see strong results in reading, math and language.
- **Facility Existing/New**
 - E. Ohlenbusch updated the board on the current status of the grounds of the current school building. Construction continues on the surrounding grounds.
 - For the new facility, things are moving along and the meetings with the architect will begin.
- **Charter Renewal-Site Visit**
 - This will take place on May 2, 2017. The board discussed and reviewed the agenda for this day. Materials are being prepared and records are being reviewed for organization and accuracy.
- **Field Trips**
 - Upcoming field trips include, trip to the Residence Inn, the Portland Symphony Orchestra, State Conference for Junior National Honor Society.
 - P. Farley made the motion to approve the field trips to the Residence Inn and the Portland Symphony Orchestra. A. Blair seconded the motion. **VOTE:** Unanimous in favor
- **2017/2018 Calendar**
 - The board reviewed the calendar for the 2017/2018 school year calendar.
 - C. Campo made the motion to accept the RFPCS 2017/2018 school calendar as a draft calendar to send to the state. A. Mahoney seconded the motion. **VOTE:** Unanimous in favor
- **Frost Parent Group**
 - The potluck at the third quarter PBL showcase was a huge success.
 - Two dates are set for pizza fundraisers, one taking place at the Shannon Door (April 27) and one at Flatbread (May 30).
 - A Cake Auction and Ticket Raffle will take place at the Watch Me Shine event on April 13, 2017.
 - A Flower Bulb Fundraiser will be starting next week.

- The Matching Fund Fundraiser was a huge success!
- **Audited Financials**
 - **A. Zakon presented and the audited financials will be submitted to the state.**
- **Extra-Curricular Activities for Junior High**
 - Mahoney updated the board on extra-curricular activities for the Junior High through the sending districts.
 - *As defined in RSA 193:1-c Nonpublic, public chartered school, or home educated pupils shall have access to curricular courses and cocurricular programs offered by the school district in which the pupil resides. The local school board may adopt a policy regulating participation in curricular courses and cocurricular programs, provided that such policy shall not be more restrictive for non-public, public chartered school, or home educated pupils than the policy governing the school district's resident pupils. In this section, "cocurricular" shall include those activities which are designed to supplement and enrich regular academic programs of study, provide opportunities for social development, and encourage participation in clubs, athletics, performing groups, and service to school and community.*
- **Public Comment**
 - *No public comment*

Non-Public Session: Employee & Contractual Matter

C. Campo made the motion to enter non-public session according to RSA 91-A: 3, II for the consideration of a personal and contractual matter. P. Farley seconded the motion. **VOTE:** Unanimous in favor

Roll Call Vote:

Ellen Ohlenbusch	AYE
Angela Zakon	AYE
Cristina Campo	AYE
Anastasia Burns	AYE
Amy Mahoney	AYE
Melanie Sleime	AYE

The board entered into non-public session at 7:50 PM.

- A. Mahoney moved to move out of non-public session at 8:15 PM. P. Farley seconded the motion. **VOTE:** Unanimous in favor

Roll Call Vote:

Ellen Ohlenbusch	AYE
Angela Zakon	AYE
Cristina Campo	AYE
Anastasia Burns	AYE
Amy Mahoney	AYE
Melanie Sleime	AYE

Anatasia Burns 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. C. Campo seconded the motion. **VOTE:** Unanimous in favor

Adjournment

A.Zakon adjourned the meeting at 8:20pm