

Robert Frost Public Charter School
Minutes December 2019 (rescheduled to 1/2/2020 8:45am)
Robert Frost Public Charter School * 110 Main Street * Conway, NH

Board Members Present: Tracy R Strout, Juliet Fleischer, Miranda Sandahl, Cathy Brings (excused at 10am), Juli Champagne, Head of School Janine McLaughlan. (HOS stepped out to conduct a tour, then rejoined)

Absent: Belinda Kustan, Advisory Member - Patricia McMurry

Called to order at 8:47am. Roll Call. No Public in attendance.

Meeting Business:

Minutes from November 2019 accepted as presented, motion by J Champagne, second, J Fleischer, vote unanimous.

Administration:

- **Monthly Snapshot** - Enrollment is currently 49 students.
 - K – 9
 - 1 / 2 – 12
 - 3 / 4 – 15
 - 5 / 8 – 13
- **Special Services:** (6) active IEPs, (1) eval. no service, (1) IEP in referral
- **Staffing** – Still looking for Para 2 for Title II Money and Student Support Position.
- **State Reporting** – Up to date.
- **Programming:** ESSC & Skate starts Jan. 7th, K program not finalized due to Cranmore not having staff.
- **Financial Policies** – Tabled to January 2020 meeting.
- **Benefit Options** – Health Trust – Full Insurance option still too expensive, alternately we could offer Dental which would add single coverage for full time employees at \$4,300 + \$5,000 (\$500 Cards x 10) for employees to use toward covered medical expenses, adding approximately \$10,000 to benefit line.
- **ENROLLMENT FORMS:** M. Sandahl makes motion that BOT no longer needs to approve enrollment or re-enrollment forms unless policy change or major change above and beyond date changes. J Fleischer seconds. Vote, unanimous.

Finance Report: T. Strout presented the monthly balance sheet, profit & loss and budget comparison. Will transition M. Sandahl into Treasurer Position. Motion to accept, J Fleischer, M Sandahl seconds. Vote unanimous.

Program Items:

- **Fundraising**
 - BINGO for a Cause – Red Parka Pub – Tuesday, Jan. 7th – 6pm – 8pm.

- **Summer Program**
 - Adjust pricing up to \$200 per wk. Add drop in rate of \$50 per day. Space held if registered and deposit paid by March 31st, balance due by June 12th.
 - T. Strout will update poster and forms and email them for further discussion.
 - Should be rolled out before the end of January.
- **Galactic Ball** – May 16, 2020 - Miranda will take lead creating the event.
 - Evening Event, Tickets \$25 - \$30 each
 - Live Music, Heavy Hors D'oeuvres, Cash Bar.
 - Raffle, Choice Auction & Live Auction.
 - Need to collect prizes.
- **Building Committee**
 - Separate Meeting – Include Board Members who would like to, invite parents, community members. Set-up initial meeting to initiate next stage of planning/building.

Public Comment: No public in attendance.

Non-Public Session: None

Summary and Action Items:

- Next Agenda
 - Financial Policies
 - 2020/2021 School Calendar
 - Summer Program
- Next Meeting: Tuesday Jan. 28, 2020 – 6:15pm

Meeting adjourned at 10:34am.

Respectfully submitted by T. Strout

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