

Official
Board of Trustees Meeting Minutes
August 17, 2011
5:45 p.m.

Present: Board Members - Kathleen McClaskey, Colleen Sliva, Randy Welch, Kelly Loosigian, Adam St. Louis, Mark Sisti, and Gordon Welch. Principal Beth McClure (not a board member)

1. Call to Order: 5:57 p.m.

2. Secretary's Report
 - Meeting minutes from July 27, 2011
 - Corrections: sp. "Porter Caesar"
 - Motion to adopt by Sliva, second R Welch. Passed unanimously

3. Treasurer's Report and Manifest
 - Financials: Quick lesson from John on reading financials. Motion to adopt by Sisti, second by G Welch.
 - NHDOE Financial Report – signed by Board Chair, Kathleen McClaskey

4. Fund Development
 - Fund Development Committee Progress: Meeting set for September 8th 5:30. 33% of board has made donations.
 - FIT Report: no report this month

5. Facilities Update
 - Facility options: modular units scheduled for the 22nd. Additional power line added. \$10,000 for the electrical.
 - Expansion: appraisal in at \$1.7 Northway will loan 90%. USDA guarantee application in, fingers crossed. Mid October time frame for architectural/contractor paperwork. Hopefully break ground in November. Estimate 5 months for completion.

6. Principal's Report
 - New Personnel Update– New office Manager Christine Bouffard
 - Mrs. Knapp back and Andrew Bergang for the 6th grade, Interviewing for PE, still need a Spanish Teacher, and Karen Laplante is the new spec ed teacher.

7. Old Business
 - Principal Contract: Amend contract to delete section 4 (Time) and add benefit for doctoral tuition costs

- Principal Professional Growth Plan – Group worked on rubric and Beth will self eval and board will review for appropriateness. Use categories to create surveys for staff, parents, and board. Time table: before next board meeting.

8. New business

- Strategic Planning Committee: McClure to look into cost of help with getting strategic planning started. Possibly tie it into her course work and independent study. Kathleen, Randy, Colleen, and Kelly all expressed interest in being on the committee.

9. Adjourn at 6:59 p.m.

Dates of next meeting: Wednesday September 21, 2011, 5:45 p.m. at 715 Riverwood Drive, Pembroke

Action Items from August 17, 2011:

- John give a quick review on how to read financials
- Beth to send out email to ask for help moving in furniture to modular unit
- Beth to see about participating in Innovation Lab
- McClure to check with Turbyne to see if ok to transfer \$4788 from the contingency fund to 2011/2012 budget as revenue.
- Sliva to find out cost of strategic planning help
- Randy to work on Principal evaluation forms

Trustee	Term
Kathleen McClaskey	3 Year Term – June 2009 to June 2012
Colleen Sliva	3 Year Term – June 2009 to June 2012
Mark Sisti	3 Year Term – June 2009 to June 2012
Gordon Welch (parent)	1 Year Term – June 2011 to June 2012
Adam St. Louis (parent)	1 Year Term – to June 2012
Kelly Loosigian (parent)	1 Year Term – to June 2012
John Turbyne	3 year term – to June 2012
Randy Welch	3 year term – May 2011 to June 2014
Open: 1-year term ending June 2012	