

Official  
Board of Trustees Meeting Minutes  
January 18, 2012  
6:00 p.m.

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

1. Call to Order 6:03
2. Secretary's Report
  - Meeting minutes from December 7, 2011
  - Corrections accepted as written
  - Adoption motioned by Colleen second by Gordon
3. Treasurer's Report and Manifest
  - Financials – no reports, they are reconciling
4. Fund Development
  - Fund Development Committee Progress – Just a reminder to make your contribution to SFES, Inc. – capital reserve fund \$13,899 – SFES Inc. no report
  - FIT Report – participation in field trips discussed, settled on \$7 per student they would contribute. \$600 in box tops funds received.
5. Facilities Update
  - Facility expansion progress/timeline
    - i. Gathering closing paperwork – possible lawyer needed (no date)
    - ii. Fire code check in process
    - iii. Break ground in March
    - iv. Beth not asking for late penalties – looking at other options
6. Principal's Report
  - Bill in house - Charter school support
  - Move to get districts to provide funds to charter schools
  - Ischool deployment – back at end of January for more training
  - Special Ed struggles continue with Concord

7. Old Business
  - Strategic Planning - ½ day meeting Feb. 23rd and March 22<sup>nd</sup> staff and committee members - develop strategic map/plan to cover survey responses
  - Principal Evaluation - Rubric Created – Beth and Randy review - feedback and goals brought to board.
  
8. New Business
  - New board members –
    - i. Gordon, Kathleen, Mark, Colleen – term up in June

Authorize Beth - Gordo second Mark make Move
  
9. Adjourn 7:25 pm

**Dates of next meeting: Wednesday February 15, 2012, 6:00 p.m. at 715 Riverwood Drive, Pembroke**

**Action Items from January 18, 2012:**

- John – possibly need a lawyer for closing paperwork**
- Gordon – Keep an eye on building progress**
- Gordon – Set up meeting with Architects**
- Beth/Randy – Rubric review**
- Kathy – Work with a staff member to research possible grants**
- Beth – Make Grant writing narrative/language available to board**
- Adam – Contact Jenna about school web site and updates**
- Beth – NECAP policy for next meeting seek legal opinion**

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<b>Trustee</b>	<b>Term</b>
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	