

Robert Frost Public Charter School
Minutes for August 27, 2020 – 9AM Meeting (Remote)
Robert Frost Public Charter School * 110 Main Street * Conway, NH

Board Members Present: Tracy R. Strout, Belinda Kustan, Juliet Fleischer, Juli Champagne, Miranda Sandahl, Kimberly Lee (for part of meeting), Patricia McMurry – Advisory Member, HOS Janine McLauchlan.

Board Members Absent: Cathy Brings

Called to order at 8:40 AM. Roll Call. No Public in attendance.

Meeting Business:

Minutes from July 26, 2020 meeting accepted as presented. Motion to accept by J Fleischer, second by B Kustan, vote unanimous.

Minutes from special meeting August 6, 2020 accepted with edit, move Patricia McMurry to absent list. Motion made by J. Champagne, seconded by M Sandahl, vote unanimous.

Administration: HOS

Monthly Snapshot:

Enrollment – 43

Kindergarten 9 (all on site)

First & Second 9 (8 on site)

Third & Fourth 11 (10 on site)

Fifth – Eighth 14 (9 on site)

Programming: Specials will look different this year due to COVID-19.

Learning Management System: CANVAS is a powerful tool that will be utilized to help simplify remote learning. J McLauchlan was able to get us signed up for the first round of implementation.

Training: During the week before school starts, K Lee will offer Montessori training, Staff will work to finalize classrooms, HOS will go over staff handbook & school policy, Staff will also finish CPR training.

Open House: There will be a Mock Open House on the Thursday prior to school starting to allow for students to meet their teacher and see their room one family at a time due to COVID.

State Reporting:

- DOE 25 – Auditors will complete on Aug. 28, 2020 will need to be signed by board.
- Emergency Action Plan: Updated and reviewed by board. J Fleischer motion to accept plan, seconded by J Champagne, vote unanimous.

Facility: Sprinkler inspection done, waiting on report. Stage curtains need flame retardant spray.

Staffing: Motion to ratify new hire, M Barnes as Kindergarten Assistant by M Sandahl, second by J Fleischer, vote unanimous.

Program Items:

Re-Entry Plan: Board discussed all aspects of guidance document and made adjustments to some wording including changing quarantine to isolation, adding wording to wearing a mask correctly over mouth and nose, simplifying the green category to state when governor, cdc, nh dhhs gives all clear. Motion made to accept plan with edits by J Fleischer, seconded by B Kustan, vote unanimous.

Finance Report: Treasurer's report was presented by T Strout. Motion to accept made by M Sandahl, J Champagne seconds, vote unanimous.

Public Comment – No public.

Summary & Action Items:

Why Montessori: J Fleischer will work on a simple talking points.

Marketing: T Strout will work on getting an article in the Conway Daily Sun.

Suicide Prevention Plan: B Kustan & P McMurry will work on preparing a plan for board review.

Next Meeting –

Adjourned – 11:19am

Respectfully submitted by T. Strout

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