

Robert Frost Public Charter School
Board of Trustees Meeting
Minutes for May 21, 2025 – 6:00 pm
Robert Frost Public Charter School * 110 Main Street * Conway, NH

Called to Order 6:01 pm

Members in Attendance: J. D'Avila, T. Strout, C. Brings, T. DeTore, K Wakefield, J. McLauchlan

Members Absent: none

Guests: Program Developer J. Broder attending to present report.

Meeting Business

- C. Brings moved to approve Apr. meeting minutes. K. Wakefield seconded. Motion carried.
- C. Brings moved to ratify email vote (including asterisk at age restriction line) to adopt a prom policy outlining requirements of attendance on 4/22/25. K. Wakefield seconded. Motion carried.
- T. Strout moved to ratify email vote to approve J. Fuller Usage Proposal to SAU9 on 5/2/25. C. Brings seconded. Motion carried.
- No nominations for secretary or vice-chair.

Administration

- J. McLauchlan presented the Monthly Snapshot - see "HOS Report for May 2025 BOD meeting."
- T. Strout presented Treasurer's Report - see "2025 5 Financial Report RFPCS." T. DeTore moved to approve the Treasurer's Report. C. Brings seconded. Motion carried.
- Treasurer recommends that we apply for a HEFA draw of \$50,000 to carry us through summer expenses, as we usually do. K. Wakefield moved to approve. T. DeTore seconded. Motion carried.
- J. Broder presented Program Developer Report. Has made a start on HS Program of Studies, mostly in the Language and Social Studies area. Math and Science are yet to be developed. Discussed using IXL and VLACS offerings rather than Edmentum because that is what most other NH chartered high schools use and neither require a paid subscription like Edmentum does.

Old Business

- Fundraising updates:
 - Tuesday Night Bingo update: Consistently having over 20 players attend so profits are steady. More volunteers needed.
 - Grants update: See HOS report.
 - Sweatshirt sale update: 33 were ordered and will be delivered within 2 weeks. About \$200 profit will be generated.
 - "May 4th Be with You" Family Bingo event generated about \$380 profit. Plan to have another Family Bingo event June 29, 4:00. Will try selling cards for 50 cents a piece to match low value prizes.
 - Another casino group is coming to NH and J. McLauchlan has filled out a request with for RFCPS to be a recipient of their profit sharing donations.
- New website went live 5/3/25. Still needs: enrollment application .pdf, donations page link, calendar .pdf. J. Mclauchlan will send these to T. DeTore tomorrow.
- Press release update: none
- HS graduation will be June 7 at 1:00 at M&D Theater next to Eastern Slope Inn in N. Conway. We have 3 graduates! They chose Jenna Broder to be their keynote speaker.

New Business

- Thank you to C. Brings, K. Wakefield and T. DeTore who provided treats and their time during Teacher Appreciation Week.
- T. Strout moved to approve the 2025-2026 School and Events Calendar. T. DeTore seconded. Motion carried.
- J. D'Avila proposed exploring possibilities/options for increasing staff health insurance.
- T. Strout presented the RFPCS 25 26 Budget Draft and led discussion. C. Brings moved to approve the 2025-26 budget. T. DeTore seconded. Motion carried.
- Ads for HS science and math teacher, upper elementary lead teacher and teacher assistants have been published on Indeed, in Conway Daily Sun.
- J. D'Avila has registered to attend a free board training seminar May 22 in Derry, 6-8:00. She will be happy to drive others who would like to attend.
- HOS review forms from staff and board due today. Need to get review consolidated and offer letter ready by May 28.

Public Comment (N/A)

Non-Public Session (N/A)

Next Meeting – June 18, 6:00 pm

Adjourned 8:00 pm

Submitted 6/17/25

by Juliet D'Avila

acting secretary RFPCS Board of Trustees

Board approved - 6/18/25