

Robert Frost Public Charter School

Minutes for February 2019

Robert Frost Public Charter School * 110 Main St * Conway, NH

Board Members Present: Tracy R Strout, Cathy Brings, Juliet Fleischer, Nicki Sclama, Belinda Kustan, Head of School, Janine McLauchlan

Called to order at 9:04 am. Roll Call. No public in attendance.

Meeting Business: (T. Strout)

Minutes from January 10, 2019 meeting approved with edits. C Brings motion, N. Sclama second. Vote Unanimous.

Head of School Report (J McLauchlan)

Enrollment – 41 students. Four students will join us after February Winter Break. Currently have 3 IEPs. 1 504. And 1 pending IEP. One of the new students will have an IEP.

Enrollment for next year - All students are returning except possibly four.

State Reporting – Biannual Civil Rights report has been sent in.
(A bill in the New Hampshire House HB711) funding per pupil will be based on population of municipality. The impact on RFPCS: if the funding is based on Conway municipality the amount per student would be \$4,900.00. It is unclear how this bill would provide for charter schools.

Staff Update: Ms. Nile is doing a great job. We are looking for a full time aide for Upper Elementary.

Sarah Conn, who is Montessori trained, will come to the school on Tuesday February 19 to arrange Upper Elementary room. Recommendations for dealing with Upper L is to state specific expectations for the teacher and evaluations for the teaching staff. The teaching staff has been given the documents that will be used for their evaluation.

Mountain Top Music is going to introduce the ukulele to the kindergarteners. They are going to refocus with the older children.

Art Teacher: Janine has a meeting on February 26th with Sara Hanson to discuss an art program.

Juliet would like to teach a Mind in the Making workshop in the summer.

Mountain Valley Montessori is closing. It was discussed to possibly offering a preschool with the kindergarten class to accommodate the children. There are several staff members who will need employment opportunities. Frost Forum is February 25, 2019.

Treasurer's report: T Strout presented a summary of the current Treasurer's Report, B Kustan moved to accept as submitted, J Fleischer second. Vote Unanimous.

Program Items

- Grant Update – There has been no response from the Zeb's Charitable Foundation. Amy Mahoney responded to our request that she help with grant writing. She declined saying she was just too busy to add anything else to her calendar. Belinda will reach out to Linda Fox Phillips to see if she would be interested.
- Fundraising – Rachael Brown has been contacted to write a piece for the Conway Daily Sun discussing RFPCS and the upcoming fundraising event. Tracy will look into asking the Kennett Drumline to perform for the event. There was discussion about possible crafts, Yoda yoga, and Jedi training. Belinda has reached out to several possible donors and has received positive feedback. Each board member will seek donors. The parents will receive an email to encourage them to seek donors also.
- HOS Eval. Done – Staff Evaluations to be completed soon.
- Learning Coordinator Position – The school would like to hire someone to review and oversee the curriculum for the school's programs. Kim Lee is interested in this position.
- Summer Program – There was discussion to offer a Summer Camp program for the month of August.

- Board Member Recruitment: Janine has asked Heather, from Memorial Hospital to join our board. She will get back to us after she has determined if she can make the second Thursday of the month meetings.

Public Comment: No public in attendance

Summary and Action Items:

T Strout will work on flyers for fundraiser.

J Fleischer will work on Pamphlet for Kindergarten Advertising

N Sclama will approach Tyler as a possible board member.

T Strout adjourned the meeting at 10:47 am.

Next Meeting – Thursday, March 14, 2019 at 9:00 am.

Respectfully submitted by B. Kustan

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