

Robert Frost Public Charter School

Minutes for April 11, 2019 – 9:00 am

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

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

Called to order at 9:17 am. Roll Call. No Public in attendance

Meeting Business:

Minutes from March 14, 2019 approved with edits. J Fleischer motion, B Kustan second. Vote Unanimous.

Administration:

- **Monthly Snapshot:**
Enrollment is currently 42 students. There are 9 applications for kindergarten for next year. Two are confirmed. There are 5 IEPS.
Kindergarten Transition Meeting went well. A student from Waldorf School will be joining us.
Extension approved for installation of security cameras.
Middle of the year certification for the state has been completed.
- **Staff Update:** Teacher position is posted at teach-montessori.org on April 10, 2019. One response so far.
Sher Loomis will submit a proposal for her salary expectations as a contracted teacher for next year.
- **Curriculum:** Tin Mountain's Spring Unit will start April 15.
Outdoor learning experience with Ms Bushey is going well.
Watch Me Shine is tonight, April 11.
Field Trip to Ham Arena scheduled for April 16. The students will walk to the arena at 1:30. Parents will pick up students at arena.
Parent Teacher conferences was attended by 76% of the parents. Excellent percentage.
- **Staff evaluations** are schedule for the week of April 15.
- **Juliet's report on Consultation in Upper Elementary:**
Work block is now uninterrupted.
Work Plans have been developed.
Materials have been organized and they are on the shelves so the students can easily find them.
Mrs Hodge has been given a list of cultural activities with coordinated projects.

Finance Report:

- **Treasurers Report:** Reviewed and approved. C Brings motioned, Juliet Fleisher second. Vote Unanimous

Program Items:

- **May the Fourth be with You Fundraiser:**
We have received 52 donations at this time.
Flyers and donation requests will be given to each family.
Tracy will put a press release in the Conway Daily Sun
We need 10 to 12 volunteers to help at the Festival. We will ask parents and grandparents to help.
- **Summer Program:**
Kim Lee will be in charge of the program.
Dates are July 8 through Aug 9,
- **Preschool Program:**
Janine will approach the Charter School Administration to confirm there are no problems with us charging tuition for the preschool students.
Belinda will download the application for license from the DHS site to see what is needed to complete the application.
- **Capital Campaign Concept Phase**
Tracy proposed to pursue the campaign. C Brings motioned, B Kustan second. Vote Unanimous.
Kickoff with take place at the Festival.

Public Comment:

No Public in attendance.

Non-Public Session:

None.

Summary and Action Items:

Tracy will submit press release for Festival to the Conway Daily Sun.
Janine will approach the Charter School Administration concerning preschool tuition.
Belinda will review application for licenses for preschool program.
Belinda will reach out to Mike Tamilus as a possible Board Member.

- Next Meeting will be May 9, 2019

Respectfully submitted by Belinda Kustan
Academic Excellence *Operationally Sound *Financially Sound
Driving us towards the path of excellence
Data Driven Decision Making