

Robert Frost Public Charter School
Board of Trustees Meeting
Minutes for September 17, 2025 – 6:00 pm
Robert Frost Public Charter School * 110 Main Street * Conway, NH

Called to Order 6:15 pm.

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

Members Absent: C. Brings, M. Schauerte

Meeting Business

- K. Wakefield moved to approve August meeting minutes. T. Strout seconded. Motion carried.
- T. DeTore moved to ratify email vote on Sept. 2 to approve hiring A. Cialdea and C. LeBlanc as assistant teachers in the LE and UE classrooms. K. Wakefield seconded. Motion carried.
- No nominations for secretary or vice-chair.

Administration

- J. McLauchlan presented the Monthly Snapshot - see "HOS Report for September 2025 BOD meeting."
- T. Strout presented the Treasurer's Report - see "2025 9 Financial Report RFPCS."

Old Business

- Fundraising updates:
 - Fund Raising Committee Chair was absent so no update available.
 - Tuesday Night Bingo update: Continues to go well with strong attendance. About \$5000 was deposited in bank for the last 6 weeks profits. All going well with new Bingo Committee members (volunteers).
 - Grants update: See HOS report for details of closing FEMA and CSP Grants. Used about \$5000 of last years available REAP funds for on-line subscriptions of educational tools. J. McLauchlan will look into using some of this year's available REAP funds to extend the IXL subscription to include Language Arts.
 - Family Bingo planned for Sept. 14 was canceled before it was publicized. New date chosen for Oct. 26 at 4:00 with a Halloween theme.
- Board Meeting Minutes posting on website update: J. D'Avila will create .pdf's of all minutes from July 2024 to present and send them to R. Bushy to post before auditors arrive next week.
- Press release that was submitted to Conway Daily Sun has not yet been published. J. McLauchlan will re-send it to them. J. D'Avila will condense it and send to T. Strout to post on our social media page.
- It has been determined that moving a wall in the HS classroom will be necessary. J. D'Avila and T. Strout will see that it happens by the end of Sept.

New Business

- An update of our by-laws is necessary. T. Strout and J. D'Avila will draft the changes and have the document ready for board review no later than Nov. 19.

Public Comment (N/A)

Non-Public Session (N/A)

Next Meeting – Oct. 15, 6:00 pm.

Adjourned 6:51 pm.

Submitted 9/18/25

by Juliet D'Avila
acting secretary, RFCPS Board of Trustees

- board approved 10/15/25