

**Robert Frost Public Charter School
Board Meeting Minutes
6pm | October 6, 2015
Robert Frost Public Charter School | 1675 White Mountain Hwy |
Conway, NH 03860**

Board Members Present: Ellen Ohlenbusch, Pat Farley, Susan Thomas-Head of School, Cristina Campo, Amy Mahoney, Melanie Sleime and via phone Jennifer Karnopp.

Also in attendance: Kelly J. Evans, Clerk

Call to order: E. Ohlenbusch called the meeting to order and welcomed the public at 6:10pm.

Meeting Business (E. Ohlenbusch)

- Acceptance of minutes from August 2015 meeting as submitted.
- Agenda Review

Administration

First Month Snapshot – S. Thomas, Head of School

In the first six weeks of school...

- Celebrated International Day of Peace.
- Made a connection to begin corresponding with pen pals in Costa Rica.
- The Check and Connect Program has been going very well incorporating various new ideas and resources.
- Professional development continues during staff meetings.
- First Seventh Grade meeting took place.

Finance Report

- **Audit:** Tabled until the November meeting.
- **Treasurer's Report:** Tabled until the November meeting.

Program Item

- **Annual Progress Report 2015:** E. Ohlenbusch spoke about the status of the Annual Progress Report for 2015. A review and any work product will take place and then be submitted to board before submission.
- **Communication Plan:** S. Thomas reviewed the school communication plan for the board.
- **Drop-off/ Pick-up Plan:** S. Thomas updated the board on the current plan. The current plan has increased safety during pick-up and drop-off.
- **State Reporting:** For the month of August everything is up to date except for the Annual Progress Report. Everything for September will be up to date after the current school board meeting.
- **Curriculum Committee:** E. Ohlenbusch would like to establish this committee. E. Ohlenbusch has recommended that Jennifer Karnopp chair this committee. Jennifer Karnopp will work on building this committee.
- **VLAC's Partnership:** E. Ohlenbusch updated the board on the current partnership with the Virtual Learning Academy. Everything is running smoothly.
- **Current Enrollment:** S. Thomas updated the board on the current status of enrollment. The school is still actively taking applications for Kindergarten enrollment.
- **Health Inspection Report:** This is included in the State Reporting.
- **HB126 Update:** A state committee has been formed to review specials services being provided to children attending charter schools. The board will continue to follow its progress.
- **State Budget/Funding:** The state budget has been approved and currently there has been an increase to the funding for charter schools, \$36 per child. This line item could still be modified.
- **Health Care Options:** Tabled until the November meeting.

C. Campo made the motion to table the discussion of Audit, Treasures Report and Health Care Options until the November meeting. P. Farely seconded the motion.

VOTE: Unanimous

Public Comment: None

K.J.Evans left the meeting at 7:25

C.Campo made the motion to enter non-public session according to RSA 01-A:3, II for the consideration of a personal and contractual matter. A. Mahoney

Vote: Unanimous

Roll Call Vote:

**Pat Farley
Amy Mahoney
Ellen Ohlenbusch
Melanie Sleime
Jennifer Karnopp**

The board entered into non-public session at 7:28.

- A. Mahoney moved to move out of non-public session at 7:51.**
- B. C. Campo seconded the motion. Vote: unanimous**

- A. Mahoney made a motion to seal the minutes from non-public session according to RSA 91-A:3, II as releasing information would render a proposed board action ineffective. M. Sleime seconds the motion**

Action Items

- Completed and submitted to the board to approve at the November board meeting.
- S. Thomas will send an electronic copy of the Drop-Off/Pick-up Plan to the board.
- S. Thomas will check on the status of the permit of assembly.