

**Robert Frost Public Charter School
Board Meeting Minutes
6pm| August 5, 2014**

Robert Frost Public Charter School | 1675 White Mountain Hwy | Conway, NH 03860

Board Members Present: Ellen Ohlenbusch, Angela Zakon, Pat Farley, Amy Mahoney, Head of School Jennifer Karnopp and via phone Kathy Vines.

Also in attendance: Kelly J Evans, Clerk

Call to Order: E. Ohlenbusch called the meeting to order and welcomed the public at 6:07pm.

Meeting Business

- **Minutes from the meeting on July 2014:**

P. Farley makes a motion to accept Minutes from July 2014 with change f “DOE Report” due Aug. 1st and removal of the bullet point from page one marking the line starting with “Core Value...” A. Mahoney seconded the motion. Vote: Unanimous

Head of School Update

- Update on the current student enrollment.
- Update on the current staff for the 2014-2015 school year.
- Update on the status of “AmeriCorps” staff.
- Review of current curriculum framework.
- The library is coming along quite well with the help of a volunteer librarian. Discussion ensued regarding the details of the structure of Fountas & Pinnell and its aspect of book leveling.
- The schedule of the school day was reviewed with the highlight of adding a block of time to allow students to present individual/group research to other students that are interested in the topics presented. Also, looking forward to including experiences in art/music/technology within the flow of the day.
- Update for the board regarding a grievance that has been filed.

Treasurers Report

- Audit scheduled for August 26, 2014.

The treasurer’s report for June 2014 will be voted on at the next meeting.

Program Items

Facilities Report

- Update on the installation of the donated playground. No date has been solidified as of yet for the installation.
- Update on the set-up of classroom for a potential donor that will be touring the school.
- Review of how to cover or not cover observation windows.
- A deep cleaning of the school will occur before August 12, 2014.

State Reporting Update

- The “Annual Report” has been drafted.
- A new request has come forth regarding student information prior to the start of school in regards (replaces NECAP labels request). Head of School will verify what the school’s obligation may be as a public charter school.

Kindergarten Meet & Greet

- This will take place on Wednesday, August 27, 2014. An email will be sent to parents to notify them.

Public Comment

- No public comment.

Non-Public Session

Kelly J. Evans, Clerk left the meeting at 6:54pm.

Amy Mahoney made the motion to enter non-public session according to RSA 91-A: 3, II for the consideration of a personal and contractual matter. Cristina Campo seconds the motion.

VOTE: Unanimous.

Roll Call Vote:

Pat Farley **AYE**
Amy Mahoney - **AYE**
Ellen Ohlenbusch - **AYE**
Kathy Vines - **AYE**
Jennifer Karnopp – **AYE**
Angela Zakon - **AYE**
Cristina Campo- **AYE**

The board entered into non-public session at 6:55

C. Campo moved to move out of non-public session at 8:14. P. Farley seconded the motion

VOTE: Unanimous

A. Zakon moved 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. C. Campo seconded. VOTE: Unanimous

Roll Call Vote:

Pat Farley **AYE**
Amy Mahoney - **AYE**
Ellen Ohlenbusch - **AYE**
Kathy Vines - **AYE**
Jennifer Karnopp – **AYE**

Angela Zakon - AYE
Cristina Campo- AYE

K. Vines makes a motion to approve the Staff Calendar for the 2014-2015 school year. A. Mahoney seconded. VOTE: unanimous

Summary and Action Item

Administration to send survey to parents asking about need for before and after school care on a daily basis.

Next board meeting on Wednesday, September 3, 2014 at 6:00 pm

Next Agenda

Review benefits package for staff

Review board calendar for next year

Adjournment: Meeting adjourned by E. Ohlenbusch at 8:34 pm.

Respectfully submitted by Jennifer Karnopp