

Robert Frost Public Charter School
Board Meeting Minutes
6pm| June 3, 2014
Robert Frost Public Charter School|1675 White Mountain Hwy|Conway, NH 03860

Board Members Present: Amy Mahoney, Ellen Ohlenbusch, Angela Zakon, Kathy Vines, Head of School Jennifer Karnopp

Excused absence: Patricia Farley, Cristina Campo

Also in attendance: Kelly J. Evans, Clerk

Call to Order: E. Ohlenbusch called the meeting to order and welcomed the public at 6:05pm

Angela Zakon left the meeting at 6:42pm.

Meeting Business

- **Minutes from the meeting on June 3, 2014:**
Minutes from May 6, 2014 accepted as submitted.
- **Agenda Review**
No additions to the agenda.

School Highlight

A video was submitted to the board for their viewing pleasure. Mrs. Smith's class created a video that involved the entire school community performing to the song called "Happy."

Head of School Report

- Enrollment process is almost complete for the 2014/2015 school year.
- Summer Festival taking place on two nights, Lower El will take place on June 5, 2014 and Upper El will take place on June 9, 2014. Both festival nights will start at 5:30pm.
- Overview of the Reader's Workshop and the Fountas & Pinnell reading programs.
- Spanish lessons continue. Students are also learning several songs in Spanish that they will be presenting at the end of the year for the school community.
- Plans are in the works for team building activities for the staff during the upcoming administrative days.
- School has been selected to participate in NEAP testing in the upcoming school year. The school was chosen at random.
- The first "Watch Me Shine" event was a huge success for students. Many families were in attendance for the performance.
- Continuing to work along with the PTA to help align with the school goals.
- Exploring the options with expanding the technology experience to the school.
- Continuing to expand the Spanish program for all students.
- Looking forward to the development of a library for the 2014/2015 school year.
- Currently in search for our forever home.

Treasurer's Report

The treasurer's report for April 2014 was presented to the board.

A.Mahoney made the motion to accept the treasure's report for April 2014. K. Vines seconded the motion.

VOTE: Unanimous

Program Items

Facilities Report

- Observation windows have begun to be installed within the remaining classrooms.
- The installation of a play structure that is being donated to the school has been put on hold at the request of the landlord.
- The PTA is currently working on providing the materials to create raised beds for a garden at the school.
- A letter has been drafted to inquire if there is possibility to utilize the back wooded space behind Friendly's as a play space.

State Reporting

The school is currently up to date for all state reporting.

Spanish Curriculum Framework

K. Vines made the motion to approve the Spanish Curriculum framework that was presenting at our last meeting. A. Zakon seconded the motion. **VOTE:** Unanimous

RFPCS: Name Change

It has been confirmed that it is necessary to officially change everything over to the name "Robert Frost Public Charter School."

RFPCS Student and Family Handbook 2014/2015

A.Mahoney made the motion to accept the Student and Family Handbook for the 2014/2015 school year. A. Zakon seconded. **VOTE:** Unanimous

RFCS Foundation

The foundation continues to work diligently to secure funds in order to support the school.

Team Building 2014/2015 Plan

It is proposed to have one day during the administrative days at the end of the school year set aside to provide a team building day for the staff. The Brown Center has been identified as a potential site/provider for this team-building event.

Residency Affidavit Change/Directory Information

Meetings with surrounding SAUs have occurred to address their requests for student information during our enrollment process. The meeting was positive and productive.

Public Comment

Tara Peirce and Nat Peirce made public comment to the board and stated that they love what the Robert Frost Charter School provides for their children and look forward to them attending through the 8th grade. They have concern for their daughter's well being in regards to her classroom assignment.

Tiffany Chase made public comment stating that her daughter would encounter four different teachers over a four-year period of her enrollment at the school.

Non-Public Session

Kelly J. Evans left the meeting at 7:25pm

K. Vines made the motion to enter non-public session according to RSA 91-A: 3, II for the consideration of a personal matter. A.Mahoney seconds the motion.

VOTE: Unanimous.

Roll Call Vote:

Amy Mahoney - AYE
Ellen Ohlenbusch - AYE
Kathy Vines - AYE
Jennifer Karnopp – AYE

Amy Mahoney moved to move out of non-public session at 7:32. Ellen Ohlenbusch seconded the motion.
VOTE: unanimous.

Kathy Vines 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. Amy Mahoney seconded the motion. Vote: Unanimous.

Roll Call Vote:

Amy Mahoney - Aye
Ellen Ohlenbusch - Aye
Kathy Vines - Aye
Jennifer Karnopp – Aye

Items for next agenda

- Presentation and review of the details of the Reader's Workshop and Fountas & Pinnell reading programs.
- Make sure all pieces that may be necessary for submission to the state for reporting over the summer are put together as soon as possible.
- Policy for the Residency Affidavit to be reviewed by legal and then presented to meeting.
- The next RFPCS Board Meeting will take place on Tuesday, July 8, 2014.

Adjournment: Meeting adjourned by E. Ohlenbusch at 7:45 pm.

Respectfully submitted by Kelly J. Evans, Clerk of the Meeting and Kathy Vines.