

Robert Frost Public Charter School

Minutes – July 21, 2021 – 4pm

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

Meeting Called to Order at 4:13 by T Strout.

Members in Attendance: J. Champagne, J. Boewe, T. Strout, J. Fleischer, J. McLauchlan

Members Absent: C. Brings, B. Kustan, P. Mcmurry, R. Darst, K. Lee

2: Meeting Business - Table acceptance of June minutes to August.

3: Administration

- Monthly Snapshot – Written by J. McLauchlan read by Juli Champagne (see attached).

4: Finance Report - T. Strout presented the Treasurer Report. J. Fleischer motioned to accept the report, J. Champagne second, motion passed.

5: Program Items:

- T. Strout presented the property update.
- T. Strout recommends sending word out to families about the need for volunteers to complete summer work in order to be ready for Sept..
- T. Strout also presented a Strategic growth plan, making an effort to create groups that can move by setting max numbers of students per grade. (J. Fleischer explains pyramid model)
- J. McLauchlan presents recap of Dr. Chans recommendations/guidelines from zoom call with Dr. Chan and the Dept. of Health and Human Services.

6: Public Comment – no public in attendance.

7: Non-Public Session – none needed.

8: Summary & Action Items – Next meeting Aug. 18, 2021 4:00

9: Next Agenda –

10: Adjournment – 5:30pm

Respectfully submitted by J. Boewe & T. Strout

*The public comment section of our agenda is an opportunity for community members to comment on the work of the board. Members of the board are interested in hearing views from individuals but will be unable to respond to comments immediately in this forum. They will, however, receive serious consideration, and may warrant discussion at a later date. Please limit your comments to 2 minutes to allow time for others to speak. For lengthier comments, please feel free to submit a letter to the board or email the board at trustees@robertfrostcharterschool.org.

*Academic Excellence * Operationally Sound * Financially Sound*

Driving us towards the path of excellence

Data Driven Decision Making

Head of School Report for July 2021 Board Meeting

For Your Information

- **Projected Enrollment – 2021/2022**
 - Kindergarten - 14
 - 1/2 Classroom – 14
 - 3/4 Classroom - 8
 - 5 – 8 Classroom – 21
 - Total – 57
 - Waitlist – 1 for K, 1 for 3rd grade.
- **Staffing Update**
 - Open Positions
 - Classroom Assistant
 - Student Support Specialist
- **Staff Benefits**
 - ClaimLinx – Working on Marketplace worksheets
- **Special Services**
 - 1 active IEPs (5th grader)
- **Teacher Mentor**
 - Nothing new to report.
- **State Reporting / Legislation**
 - Ongoing
- **Programming/Curriculum**
 - Nothing new to report.
- **Technology**
 - Nothing new to report.
- **Facility**
 - Work in progress.
- **Special Events – Field trips, special visitors, etc.**
- **COVID19 Funds / Programs**
 - 2021/2022 Opening Plan submitted to NHDOE.
- **NHDOE Reporting**
 - Ongoing
- **Annual Audit**
 - Field work at school scheduled for August 16th and 17th