

**Robert Frost Public Charter School
Board Meeting Minutes
6pm | June 2, 2015
Robert Frost Public Charter School | 1675 White Mountain Hwy |
Conway, NH 03860**

Board Members Present: Ellen Ohlenbusch, Pat Farley, Amy Mahoney, Angela Zakon, Cristina Campo, Head of Curriculum-Jennifer Karnopp, and 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 (E. Ohlenbusch)

- **Acceptance of minutes:** Minutes from May 2015 accepted as submitted.
- **Agenda Review:** Add nomination of Board of Trustees to the Program Items after Budget 2015/2016

Administration

- **State Reporting:** All state reporting is current and the 2015/2016 school calendar will be voted on at this meeting.
- **Enrollment 2015/2016:** J. Karnopp updated the board on the current level of enrollment for the next school year.

Curriculum

- **Junior High Curriculum:** Mrs. Katie Cioe presented on the research and findings of the Middle School Curriculum.

A.Mahoney made the motion to approve and move forward with Junior High Curriculum at the recommendation of Mrs. Katie Cioe and Head of Curriculum-Jennifer Karnopp. C. Campo seconded the motion. **VOTE:** Unanimous

Finance Report

- **Treasurers Report:** A. Zakon presented the Treasurer's Report to the board. P. Farley made the motion to accept the Treasurer's Report for April 30, 2015 and K. Vines seconded the motion. **VOTE:** Unanimous
- Budget to Actual
- **Federal Grant Update:** The federal grant has been exhausted in its entirety.

Program Items

- **2015/2016 School Calendar:** J. Karnopp presented the draft 2015/2016 school calendar. K Vines made the motion to approve the 2015/2016 school calendar. C. Campo seconded the motion. **VOTE:** Unanimous
- **Lower El Field Trip to the Conway Animal Shelter:** C. Campo made the motion to approve the Lower El Field Trip to Conway Animal Shelter taking place on June 10, 2015. A. Zakon seconded the motion. **VOTE:** Unanimous
- **House Education:** Many house representatives had an opportunity to visit our school and take a closer look at how the classroom works. Several board members were available to guide the visitors and facilitate a round table discussion at the end of the tour.
- **HB 563 Update:** The bill went through the senate and then was tabled.
- **Stem Certificate Program:** Program aimed at educating teachers with STEM and also project based learning utilizing CAD/Engineering software. Teachers also have the opportunity to earn professional development credits and continuing education credits. The cost would be \$510 per staff member. P. Farelly made the motion to offer the STEM Certificate Program to the staff. A. Mahoney seconded the motion. **VOTE:** Unanimous
- **Annual Progress Report 2015 (Draft/Online)**
- **Curriculum Fidelity Implementation Guide:** Curriculum maps are complete from K-6. Junior High curriculum is currently in progress.
- **Budget 2015/2016:** A. Zakon updated the board on the progress of the 2015/2016 Budget.
- **Nomination for the Board of Trustees:** Jennifer Karnopp has been nominated by Ellen Ohlenbusch with a term that would begin in July 2015 with the first meeting taking place on August. K. Vines makes the motion to accept the nomination of Jennifer Karnopp. A. Zakon seconds the motion. **VOTE:** Unanimous.

Public Comment

No public comment.

Non-Public Session: Contractual & Employment Matter

A. 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. P. Farley seconds the motion.

VOTE:

Roll Call Vote:

Cristina Campo	AYE
Pat Farley	AYE
Amy Mahoney	AYE
Ellen Ohlenbusch	AYE
Kathy Vines	AYE
Angela Zakon	AYE

The board entered into non-public session at 7:27.

K. Vines moved to move out of non-public session at 7:51

C. Campo seconded the motion. **VOTE:** unanimous

C. Campo 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.

P. Farley seconds the motion.

VOTE: Unanimous

Roll Call Vote:

Cristina Campo	AYE
Pat Farley	AYE
Amy Mahoney	AYE
Ellen Ohlenbusch	AYE
Kathy Vines	AYE
Angela Zakon	AYE

Summary and Action Items:

Adjournment