

Robert Frost Public Charter School
Board Meeting Minutes
6pm | January 17, 2017
Robert Frost Public Charter School | 1675 White Mountain Hwy |
Conway, NH 03860

Board Members Present: Angela Zakon, Cristina Campo, Ellen Ohlenbusch, Pat Farley, Amy Mahoney, Jennifer Karnopp, Anastasia Burns

Excused Absence: Melanie Sleime

Call to order: A. Zakon called the meeting to order at 6:07pm.

Meeting Business (A. Zakon)

- **Acceptance of minutes from December 2016**
Minutes accepted as submitted
- **Agenda Review:** No Changes

Head of School

- E. Ohlenbusch updated the board ongoing activities at the school. Feedback from parents on the PLP's was positive. The next Trimester will close on 3/17 with PLP's due on 3/31.
- Energy Projects are underway. Junior High students will design and launch rockets. Upper Elementary students will design and build ROV's as part of the SeaPerch program (UNH Partnership). Lower Elementary students are designing and building simple machines using Lego Robotics. Project Lead is one of our 8th grade students.
- ESSC (1st-6th grade) & our Kindergarten, 7th and 8th grade ski program is proving successful. We have 100% parent volunteers on the mountain.

Treasurers Report

- A. Zakon led a discussion on the current financial situation and the need for the additional grants and fundraising efforts.
- A. Burns made the motion to accept the Treasures Report. C. Campo seconded the motion. VOTE: Unanimous in favor

Program Items

- Enrollment 2016/2017: E. Ohlenbusch updated that the board that enrollment has closed for the 2016/2017 school year. Two new students were enrolled on the last day of eligibility. One Kindergartener and one 1st grader.

- Facility Update (new & current): E. Ohlenbusch updated the board on the negotiations with current landlord. We are making progress on the final terms of the Lease Termination agreement and will have it finalized prior to the deadline for lease extension. Deadline is February 28, 2017. The Bergeron Technical Services has completed the Building Inspection & Code Analysis. Representatives from the company will present results at our next meeting.
- Frost Parent Group Update: A. Burns updated the board on the fundraising events that are scheduled and the great success of the Scholastic Book program. The school has received hundreds of free books as a result of this fundraiser.
- Enrollment 2017/2018: E. Ohlenbusch updated the board on the marketing efforts underway for recruiting new students. New student and existing student enrollment is open now and will close on February 28th.
- Committees: A. Zakon shared that additional committees will be established to help support the continued growth of the school and to support the move to our forever home.
- Recruitment: Discussion regarding the advertising and outreach effort for the recruitment of the HOS who will take out school forward.

Public Comment:

No public comment

Non-Public Session

Pat Farley made the motion to enter non-public session according to RSA 91-A: 3, II for the consideration of a personal matter & a contract matter. Cristina Campo seconds the motion.

VOTE: Unanimous.

Roll Call Vote:

Cristina Campo	-AYE
Pat Farley	-AYE
Amy Mahoney	- AYE
Ellen Ohlenbusch	- AYE
Anastasia Burns	- AYE
Angela Zakon	- AYE
Melanie Sleime	

The board entered into non-public session at 7:24

Pat Farley moved to move out of non-public session at 8:01

A. Burns 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. C. Campo seconds the motion. **VOTE:** Unanimous

Roll Call Vote:

Cristina Campo	-AYE
Pat Farley	-AYE
Amy Mahoney	- AYE
Ellen Ohlenbusch	- AYE
Anastasia Burns	- AYE
Angela Zakon	- AYE
Melanie Sleime	

Action Items

- Schedule meeting with parents to discuss finances and the need for support with the new facility.