

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

**Board Members Present:** Ellen Ohlenbusch, Angela Zakon, Amy Mahoney, Cristina Campo, Pat Farley, Head of Curriculum Jennifer Karnopp, Head of Administration Ele Border 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 6:06pm

**Meeting Business (E. Ohlenbusch)**

The chair of the board wished everyone a Happy New Year!

- **Acceptance of minutes from December 2, 2014**

- A.Zakon Made the motion with the edit of adding the excused absence of Pat Farley, to accept the minutes from the November 4, 2014 meeting.

- C. Campo seconded the motion. **VOTE:** Unanimous

**Head of Administration (Ele Border)**

- Update on current required reports to the state. The Fire Safety Plan is complete.
- The organization of files and records continues.
- Update on the Networking and Systems update. There are a few options that could work to support our computer/network needs.

**Head of Curriculum (Jennifer Karnopp)**

- Update on Special Education
- Montessori Compass is currently in use for tracking curriculum. This current system does not provide an easily accessible overview for each student or the classroom as a whole. A conversation took place regarding with how data is inputted and what the challenges may be.
- Days that students attend ESSC, the lead teachers will participate in professional development.

**Spotlight**

None for this evening.

### **Treasurer's Report (Angela Zakon)**

The Treasurer's Report for November 2014 was presented.

P. Farley made the motion to accept the Treasurer's Report for November 2014. A. Mahoney seconded the motion. **VOTE:** Unanimous

### **Program Items**

- **2015/2016 Enrollment:** E. Border provided an update regarding enrollment for the 2015/2016 school year. Ads are currently running in the newspaper and an appearance will be made on White Mountains Today TV. The deadline for returning students to submit paperwork is the end of January.
- **Health Benefits Plan Current and 2015/2016:** Based on the regulations of the Affordable Healthcare Act the current plan provided by Allstate does not currently qualify based on how it is written. New employees hired within the last several months cannot enroll in this plan.
- **Library Update:** 1,300 new books have arrived to the school aligning to Fountas and Pinnell levels. The current library system continues to be a work in progress and will take more time to fully catalogue all the books. The library is open to students and currently being used. The librarian has recommended to acquire up to date resources on oceans, animals, and astronomy.

### **Public Comment**

No public comment.

### **Non-Public Session**

Kelly J. Evans, Clerk left the meeting at 7:15pm.

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

The board entered into non-public session at 7:16pm.

Amy Mahoney moved to move out of non-public session at 8:00 Christina Campo seconded the motion.

Pat Farley 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. Kathy Vines 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**

- Ele Border will research options regarding supplemental benefits.
- Jenn Karnopp will decide the top five items that will be discussed during development days.

Ellen Ohlenbusch adjourned the meeting at 8:04 pm.