

**Robert Frost Public Charter School
Board of Trustees Meeting
Minutes for November 19, 2025**

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

Called to Order 6:00 pm

Members in Attendance: C. Brings, Tony DeTore, K. Wakefield, T. Strout, J. D'Avila, J. McLauchlan, M. Schaurte

Members Absent: None

Meeting Business

- C. Brings moved to approve October meeting minutes. K. Wakefield seconded. Motion carried.
- T. Strout moved to ratify the email vote to approve the 2024-25 DOE 25 on 10/22/25, and to ratify the email vote to approve 2024-25 wages paid to board members on 11/12/25. C. Brings seconded. Motion carried.
- No nominations for secretary or vice-chair.

Administration

- J. McLauchlan presented the Monthly Snapshot - see "HOS Report for November 2025 BOD meeting."
- T. Strout presented the Treasurer's Report - see "2025 11 Financial Report RFPCS." T. DeTore moved to approve the Treasurer's Report. M. Schaurte seconded. Motion carried.

Old Business

- Fundraising updates:
 - M. Schaurte presented the Fund Raising Committee report: planning a "movie night" on Dec. 13 where parents can make a \$5.00 donation to drop off their children at the school where snacks and entertainment will be provided from 5:00 – 8:00 pm. Also the impromptu bake sale held at the Nov. 1 school dance grossed \$92.
 - Tuesday Night Bingo update: email to all parents will be going out soon to ask for more volunteers. After Bingo, double check that doors are locked when leaving.
 - Grants update: See HOS Report.
 - Family Bingo, Oct. 26: attendance was poor and the profit too small to be worth the time and effort. May try another family Bingo in the spring.
- Press release update: none
- By-laws update prepared by T. Strout and J D'Avila slated for board review Nov. 19 – postponed until Dec. 17.
- Discussed HOS recommendation to hire Katie Saunders candidate for HOS Assistant – Student Support. M. Schaurte moved to approve hiring K. Saunders. C. Brings seconded. Motion carried.
- Research into funding possibilities for before and after care scholarship (and other incidentals) for families who are eligible for food assistance is not yet complete.
- Nov. 1 school dance report: very successful, good attendance, everyone seemed to have fun.
- Discussion on allocating \$2500 for Edmentum subscription for HS students. T. Strout moved to approve. K. Wakefield seconded. Motion carried.
- Conversation with Conway Historical Society about lease extension still pending.

New Business

- Discussed current Spectrum services and other options. Board directs HOS to move forward to increase Spectrum services - phone and internet - for \$170 per month with price lock for 60 months.
- Discussed snow plowing agreement with Brown Church. Board directs HOS to move forward with implementing this agreement.
- Discussed HEFA renewal. Board directs Treasurer to move forward with applying for renewal.
- Received inquiry from possible board member candidate. Board application will be sent to him.
- Discussed reach out from Mountain Village Charter School – possible board to board connection.
- Discussed Christmas “shopping” bazaar for students to acquire gifts for their families like we had last year. Will move forward with it – Dec. 17.
- Discussed requesting access next year for our 4th grade students to the Ski Snow Train Re-enactment conducted by the New England Ski Museum.

Public Comment (N/A)

Non-Public Session (N/A)

Next Meeting – Dec. 17, 6:00 pm

Adjourned 7:05 pm

Submitted 12/14/25

by Juliet D'Avila

acting Secretary RFCPS Board of Trustees

- Board approved 12/17/25