



The Windham Academy
Board of Trustees

1 Industrial Drive
Windham, NH 03087

Virtual Meeting, Via Zoom
Wednesday August 12th 2020 7-9PM
Meeting ID: 841 0755 6407 Password: 856345

i. WELCOME / CALL TO ORDER

Walter Cartwright (Chairman)
Meg Bedrick (Vice Chair)
Chris Baker (Treasurer)

Sean Donahue (Secretary)
Jim Fricchione (Board Member)
Mindy Labo (Director)

Kim Golden (Assistant Director)
Sabrina Crooks (PTO)
Brandie Shydo (Communications)

Absent: Karl Dubay (Board Member), Vinny DeSignore (Board Member), Caitlin Blundell (CPA),

Walter Cartright (Chairman) called the meeting to order on Wednesday, August 12, 2020 at 7:05 PM.

ii. PUBLIC OPENING

- Pledge of Allegiance
The Pledge of Allegiance was said
- Approval of previous minutes from July 8, 2020.

Baker makes a motion to approve, Bedrick seconds, no discussion.

Motion approved 5/0

iii. CHAIRMANS UPDATE

- **Recognition of Emergency per DOE:**
Pursuant to March 12th guidance issued by the Governor, the chairman of the Windham Academy School Board declares an emergency due to the ongoing pandemic. This allows for a virtual Trustee meeting. The chairman cited that it was made open to the public, with its agenda, location, and call in info posted well in advance.
- **Gratitude Spotlight:**
We would like to recognize all of those who helped us on July 15th during our move-in day. With all of their help moving furniture up to the second floor, we were able to accomplish a full day's worth of work in half of a day.

Greg Labo
Jessie Labo
Emma Alaimo
Melissa Alaimo
Dan Morin

Kyra Burns
Matt Burns
Rob Skowyra
Dayna Ellis

Monica
Sicsai-Booth
Steven Pawlyk
Anna Avery
Andrey Avery



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Cathy Demmons
Paige Demmons
Meagan Wilcox
Karen Bulkey
Vinny Del
Signore
Bushra and her
daughter Laura
Brandie Shydo
Marianne
Micciche

Jake Micciche
Aiden Goss
Drew Sandford
Becca Bouchard
Shannon Stevens
Bryce
Broadhurst
Sue Stevens
Jen Morneau
Terry Carter
Liam Carter

Steven Murphy
Meg Bedrick
Sabreina Crooks
Tracey Brengola
Mike Brengola
Owen Brengola
Deanne Adaschik
Amy Snyder
Brody Snyder

- **Monthly Charter Excerpt:**

Challenging Material & Provisions for Acceleration: Teachers will be expected to recognize each student's understanding of topic courses at hand. The school will support preliminary and ongoing assessment of student knowledge and skill. The school supports acceleration or accommodation, as might be needed to assure students are challenged. Students who complete courses prior to their classmates will have the ability to pursue other subjects and enrichment opportunities (Page 16).

iv. **DIRECTORS UPDATE**

- **Summer Update:**

Our phased 6-week reopening plan has been voted on by the board. We are very fortunate that Windham Academy is one huge building and we can utilize our gift of space for social distancing. Teachers are excited and ready to take on this year. We will have an info night for families and an opportunity for you to send in your questions. Class lists are evolving and we will get them out to families as soon as we can.

- **Back to School Status Update:**

Mrs. Golden shares that 41 out of 243 students will be remote learners. The first phase of the reopening plan will include time for teachers and staff to get their learning environment ready. The second phase will allow families to meet 1:1 either in person or online to get to know the teacher and for the teacher to get to know the students. The third phase will be a return to school with the first day of school being September 10, 2020. Wednesday flex days are for teachers to focus on working together, touching base with remote students and recording lessons. We have reached out to the YMCA and other resources to assist in childcare for working families. We have not yet found a solution but we are actively searching.

- **Current Enrollment and Waitlist Update:**

At this time, Windham Academy is at full enrollment. Our waitlist has grown to 51 students in kindergarten, 13 students in first grade, 4 students in second grade, 27 students in third grade, 5 students in fourth grade, and 11 students in fifth grade.



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v. PUBLIC COMMENT

No comment from the public.

vi. TREASURERS UPDATE

- July Financial Statements:

See financials provided by Caitlin Blundell or email Chris Baker for an additional copy; CBaker@tcewendys.com. We will receive our first round of funding for this fiscal year in September, after our headcount in the fall. We have \$40,000 of expenses stemming from payroll, operation, fitup, security purchases, instructional resources, and other purchases. There is no revenue coming in at the present time and we are at a deficit until we receive our fall funding.

- Ecolab total school cleaning products:

We are happy to announce a new cleaning system will be implemented and installed within the school. Windham Academy has contracted with Ecolab; a company which services hospitals, labs, schools, etc. They came in and examined surfaces to identify the best chemicals to fight the corona virus and norovirus. The chemicals used are tailored to being safe around children. Blending centers will be installed within the school for janitorial and staff access. Blending centers include concentrated chemicals that will be diluted and distributed to teachers and staff for classroom use. Secondly, an electrostatic sprayer that creates an electrically charged mist which prevents viruses, such as coronavirus, from adhering to surfaces will be utilized. The Ecolab system should be installed by the last week of August.

vii. COMMITTEE UPDATES

- PTO:

The PTO is continuing on with our keychain and sticker fundraiser. We used some of our funds to fund a Donors Choose project by Mrs. Wilcox for a school laminator and we will allocate money to other projects that need funding as well. We are developing Welcome Back packages for teachers and new fundraiser ideas. Our next socially distant, in-person meeting will be in September.

- Curriculum:

Curriculum has been completed and is awaiting approval from the school board.

- Communications:

The school website will soon have a new structure making it easier to find what you need. A page specific to the reopening plan has been added where you can find up-to-date information and FAQ. The communications committee is in the process of creating a page for remote learners to access information from home. Classroom supply lists are up on the website. The



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communications committee continues to post on social media to share information. Lastly, the PTO may now take paypal payments through the website designated for their fundraisers.

- **Facility – 2nd floor update:**

I am so proud to share that the teachers are doing some work of their own updating our facility. You can find the parking lot full most weekdays because teachers are busy painting, planning, cleaning, creating, and putting their love into their classrooms. In regards to construction, we have enclosed the roof on the elevator shaft and will begin work on the inside of the elevator shaft tomorrow and then build an elevator car. The second floor is moving right along where we will be installing cabinets, shelving, and sinks very soon.

- **Fundraising:**

Fundraising will start back up the first of September. We have also found a potential sponsor for our October 10k campaign.

Next Meeting: September 9, 2020.

viii. ADJOURN

Fricchione makes a motion to adjourn; Donahue seconds the motion.

The motion is approved unanimously 4 /0.

Meeting adjourned at 7:37PM