



The Windham Academy
Board of Trustees

1 Industrial Drive
Windham, NH 03087

Virtual Meeting, Via Zoom
Wednesday October 13th 2020 7PM
Meeting ID: 834 5952 2447 Password: 640091

i. WELCOME / CALL TO ORDER

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

Karl Dubay (Board Member)
Vinny DeSignore (Board
Member)
Caitlin Blundell (CPA)

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

Absent: Jim Fricchione (Board Member)

Walter Cartright (Chairman) called the meeting to order on Wednesday, October 13, 2020 at 7:07PM.

ii. PUBLIC OPENING

- Pledge of Allegiance
The Pledge of Allegiance was said
- Approval of previous minutes from September 16, 2020.
Baker makes a motion to approve, Donahue 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:**
This month we would like to recognize Ken Eyring and family for donating furniture and office supplies as well as the McIntosh family for donating office supplies to Windham Academy. We love to acknowledge the families that go above and beyond each month.
- **Monthly Charter Excerpt:**
Challenging Material & Provision 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).



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iv. DIRECTORS UPDATE

- **First Six Week Update:**

Mrs. Labo shares, “we have made it almost through our first phase of the school year with wonderful collaboration from families”. We would like to thank our families for their precautionary emails and phone calls about keeping their child home as they monitor symptoms. There have been no positive cases of COVID and no contact tracing phone calls from the state.

The first few weeks of school is a time that we normally would be getting our after school programs up and running. However, with contact tracing we cannot mix students and therefore hold these programs at this time. We are hopeful things will lighten up soon and we will be able to have these after school activities.

Teachers have spent the first few weeks working on social and emotional learning and review. With having been out of school for six months, some students regress and our benchmarks and assessments have helped teachers get to know where each child is academically. In the past, we have been able to break the students off into groups and send them off to work with other teachers and staff to meet each student at their level. This year we are unable to do that again due to contact tracing. As teachers continue to assess and get to know their students they will fine tune differentiation of instruction to meet students at their level within the classroom.

Halloween will be celebrated by students wearing their costumes to school; please keep costumes on the happy and silly side; nothing violent and no weapons please. We are not at a point where we can have visitors in for classroom parties. We cannot have a parade because there would be too many people in the lot. Teachers have decided amongst themselves how they will celebrate within their classrooms

- **Next Phase:**

Windham Academy is keeping in touch with the state, following guidelines and updates. We will maintain the same set-up with our Wednesday flex-day schedule. Monday, January 6, 2021 would be the kickoff of the third phase. Beginning October 26, 2020, students who have been remote may choose to return to in-person learning. Cameras for remote instruction will be arriving soon..

Windham Academy currently has over 70 pre-enrollments for fall 2021. We are accepting pre-enrollments until the end of December. A few tours have started back up with one family at a time. We will keep taking names and the waitlist for this year is still active. Many siblings want to join us as well. Siblings have priority spots but they still need to pre-enroll.



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v. PUBLIC COMMENT

No comment.

vi. TREASURERS UPDATE

- September Financial Statements:

See financials provided by Caitlin Blundell or email Chris Baker for an additional copy; CBaker@tcewendys.com. Fall funding is coming in. We would like to thank the Underwood family for their donations during the month of September. The Uniform Assistance Fund currently stands at \$590, the PTO stands at \$2,498, and the Bill.com Gift Fund has a balance of \$121. We had budgeted for capital expenditures for building expenses but we only exhausted \$41,000 and we have spent much less on the fit-up than we had originally anticipated all thanks to volunteer work and donations. Thank you to all who assisted in our fit-up over the summer, we appreciate that.

vii. COMMITTEE UPDATES

- PTO:

Art to Remember was sent out today and should be available before the holidays so they can be sent out as Christmas gifts. We are shopping and ordering items to play with at recess. We had a parent who donated pumpkins to the PTO for each class to decorate and we will be raffling those off for the Friday before Halloween as a fundraiser. The PTO began planning holiday fundraisers.

- Communications:

The Communications Committee has mostly been working on getting information out on events such as spirit days, planning for pre-enrollment, and the website has been updated with pre-enrollment forms and information. There will be a press release to as many towns as possible with our school's information, Facebook posts which aim to reach a wider audience to push pre-enrollment, information about Halloween, and picture retakes. The events calendar is up on the website; take a look to see updated committee meetings and events. Lastly, there is a new communications email; Communcations@windhamacademy.org

- Facility – 2nd floor update :

The elevator area is almost complete; new doors and the elevator has been installed. Construction is in the final touch phase and awaits state inspection. We don't have an active construction site anymore. Hopefully we will be in a construction-free-zone for about a year.

- Fundraising:

The Fundraising Committee is in talks with an individual to potentially join the fundraising committee; more info out on that within the next few weeks. Fundraising will work with the PTO to make sure we are not overlapping.



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Next Meeting: November 21, 2020

viii. ADJOURN

*Baker makes a motion to adjourn; DeSignore seconds the motion.
The motion is approved unanimously 5/0.*

Meeting adjourned at 7:31PM