



The Windham Academy
Board of Trustees

1 Industrial Drive
Windham, NH 03087

Virtual Meeting, Via Zoom
Wednesday July 8th 2020 7-9PM
Meeting ID: 83575763867 Password: 194653

i. WELCOME / CALL TO ORDER

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

Sean Donahue (Secretary)
Karl Dubay (Board Member)
Jim Fricchione (Board Member)

Mindy Labo (Director)
Kim Golden (Assistant Director)
Sabrina Crooks (PTO)

Absent: Vinny DeSignore (Board Member), Caitlin Blundell (CPA), Brandie Shydo (Communications)

Walter Cartright (Chairman) called the meeting to order on Wednesday, July 8, 2020 at 7:11PM.

ii. PUBLIC OPENING

- Pledge of Allegiance
The Pledge of Allegiance was said
- Approval of previous minutes from June 1, 2020.

*Chris Baker makes a motion to approve the Windham Academy Annual Minutes,
Sean Donahue seconds the motion, no discussion.*

Motion approved unanimously 6/0

iii. CHAIRMANS UPDATE

- Recognition of Emergency per DOE:

Per Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04 issued on March 12th, 2020 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:

The chairman would like to acknowledge teachers and staff for their hard work behind the scenes; painting, washing furniture, setting furniture up, and preparing their classrooms for the fall. "It is a large sense of pride for me and my fellow board members to know you care. The parents need to know how much these teachers care and how much time and effort they are putting into what will be another successful year here at Windham Academy".

- Monthly Charter Excerpt:

Course Accomplishments *Student learning will be measured by the mastery of overall learning objectives. Teachers will use*



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a variety of instructional methods that will acknowledge that students learn at different rates and have various talents and needs. Teachers will differentiate instruction according to each level of learning for each subject, based upon his or her individual achievement and aptitudes. This shift requires teachers to know the standards for their courses, plan instructional time around goals and objectives, and track academic progress for each student.

iv. DIRECTORS UPDATE

- **Summer Update:**

Back-to-school paperwork is currently being accepted including physicals. Mrs. Wilcox is painting the walls and our school is looking fabulous! We are currently waiting on some enrollment adjustments as we finalize class lists before we send them out to families. An ice cream social will be scheduled for August, stay tuned for more information!

- **Fall Status Update:**

“We are so blessed that Windham Academy is so large. We have so many rooms and extra space that we can be creative in our thinking”. We are preparing for two possibilities; the possibility to offer school in person, on school grounds as well as looking at a hybrid situation for families for whom remote learning would work best for them. More information on how school will be formatted in the fall is coming. We have to put a lot of thought and creativity into what the fall could look like. There will be strict cleaning and disinfecting. Teachers and children would have to discuss hand washing procedures and healthy habits. All students will need to have a mask available and whether or not to wear the masks depends on the activities happening at the moment. We will do whatever is asked of us from the state level. When students go outside or move within the building, there needs to be distance within the line. Recess will look differently with staggered recess times and play areas. Classrooms will have room to spread out desks and classrooms with tables will have dividers. We want to keep the school environment as relaxed and normal as we can.

- **Enrollment:**

Windham Academy is currently at full enrollment for the 2020-2021 academic year.

- **New Staff:**

Please welcome our new teachers: Kendall King (Kindergarten), Lyndsey England (Second grade), Emma Alaimo (Second grade), Alexandra Rooney (Fourth grade), Kyra Burns (Fifth grade). Please welcome new paraprofessionals: Tina Balistreri, Sabreina Crooks, Amy Snyder, Victoria Hamton, Hope Curtis, Holly Conley, Kristen McGarrell, and Therese Carter. We would also like to welcome our nurse, Brenda Barth. Our new staff bios are available on our website.



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v. PUBLIC COMMENT

“Will there be a logo requirement for the masks?”

Masks with logos are available on the Lands End website but not required from the Windham Academy. We will however have disposable masks at the school available.

“When will the final decision on how school will be formatted in the fall become available so families can make their final decisions as whether to attend school in person?”

We will have that information available as soon as possible. With the hybrid option, teachers will record their lessons within the classroom and those video lessons will become available to students who opt for remote learning”.

“For Windham families, do we know how bussing will work?”

The planning for school transportation is currently under discussion. Once we have that information, we will reach out to our Windham families to let them know what we have learned.

“For children that can't wear a mask for health or sensory issues, are you requiring those students to participate in remote learning?”

We hope masks can be set aside but also acknowledge there will be some families who will prefer their child wear a mask at all times.

“Could a face shield be worn?”

Absolutely.

“One of the nicer qualities of Windham Academy is the air conditioning system. Is there a way the AC unit can be adjusted to contain the spread of the virus if necessary?”

We do not have a specific type of filter to address the spread of a virus. Each classroom has their own AC unit with a thermostat and the filters are changed regularly.

“If there becomes a positive case, will there be a notice to parents?”

If any student or staff member tests positive we would notify our school community without identifying specific individuals. We have an isolation room available if someone were to come down with covid-like symptoms while at school as they wait to be picked up.

vi. TREASURERS UPDATE

- June Financial Statements:

See financials provided by Caitlin Blundell or email Chris Baker for an additional copy; CBaker@tcewendys.com. We are officially over with our fiscal year. We have budgeted for and are actively seeking applicants for two, 30-hours per week janitorial positions. Lastly, we have reached the end of a 3-year contract with our current auditing firm and are soliciting bids to work with a new auditing firm.



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- **Windham Tax Abatement update (w Karl):**

In a meeting in front of the board of selectmen, Karl Dubay gave a fantastic presentation on behalf of Windham Academy. The board of selectmen voted 4-to-1 to grant a tax abatement to Windham Academy. With this abatement, we are only required to pay 10% of the full tax bill that was due. We originally paid half of the tax bill and the building owner paid the other half. The money Windham Academy paid towards the bill will be refunded to the building owner who will then refund Windham Academy a portion of our taxes that was due, minus 10%. Mr. Baker would like to clarify a statement he made that was misquoted in an article found in the Thursday, July 2nd issue of the Windham Independent News. In the article, Mr. Baker was misquoted as saying "Chris Baker said the abatement would be "cost neutral" to the school". However, Mr. Baker actually said the abatement would be a "cost savings" to the school and be "revenue neutral to AFS Realty, since we pay the property taxes and AFS does not".

vii. **COMMITTEE UPDATES**

- **PTO:**

Sabrina Crooks shares, we are getting the PTO active again as we prepare for the upcoming school year. We gained seven new members yesterday! We are speaking with "The Snowball Lady" to do a snowball fundraiser. Our current fundraiser being held is for Windham Academy keychains and car decals. We will be touching base with teachers to hold a teacher spotlight on the PTO Facebook page. Our new teachers can now apply for their PTO mini grants. Our first PTO meeting of the upcoming school year will be the second week in August. We have two members that make masks who will be offering fun masks for the kids. Mask ordering information will be available shortly.

- **Curriculum:**

Mrs. Miloro shares, we have been meeting often to draft the Windham Academy Curriculum Standards. Today we discussed STEM; we want STEM to be woven into our everyday lives here at Windham Academy and integrated into our instruction across curriculum areas.

- **Communications:**

Brandie Shydo relays, new teachers and paraprofessionals have sent in their bios, the website is being updated, the next step will be to update the handbook for the 2020-2021 school year. On social media, we are putting out information on uniforms as well as volunteer opportunities.

- **Facility – 2nd floor update :**

The elevator is being constructed and painting is happening upstairs. There is a moving date of Wednesday, July 15, 2020. We are seeking volunteers to help move furniture upstairs to the new classrooms.

- **Fundraising:**

Fundraising is still on pause. Once we have a better idea of what the fall will look like, our fundraising plan will be adjusted accordingly.



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Next Meeting: August 12, 2020. Time and Location TBD.

viii. ADJOURN

Chris Baker makes a motion to adjourn; Sean Donahue seconds the motion.

The motion is approved unanimously 6/0.

Meeting adjourned at 8:12PM