



The Windham Academy
Board of Trustees

1 Industrial Drive
Windham, NH 03087

Windham Town Hall

Wednesday October 9th 2019 5-7pm

In Attendance:

Jim Fricchione (Chairman)

Melinda Labo (Director)

Karl Dubay (Vice Chairman) Meg

Bedrick (Secretary)

Chris Baker (Treasurer)

Vinny DeSignore (Board Member)

Walter Cartwright III (Board Member)

Sean Donahue (Board Member)

Caitlin Blundell (CPA)

Absent: Kim Golden (Assistant Director)

i. WELCOME / CALL TO ORDER

Jim Fricchione (Chairman) called the meeting to order on Wednesday, October 9th, 2019 at 5:04pm.

ii. PUBLIC OPENING

- Pledge of Allegiance

The Pledge of Allegiance was said.

- Approval of previous minutes

Approval of minutes from September 11, 2019.

Baker makes a motion followed by Cartwright to approve the minutes.

Discussion: NONE

On a roll call vote, the motion passed unanimously 7-0.

iii. CHAIRMAN'S UPDATE

- Constitution Day –

We had a fantastic Building Opening ceremony on September 17th. Wonderful press. Children were fantastic singing and saying the pledge and many parents and community members were there. Fricchione would like to have a Constitution Day event every year, to make this a tradition. It is a great way for the board to be introduced to parents, students, and staff as well as celebrate the day together.

- Busing/ SAU updates

We are currently speaking to the local district regarding busing. The board is meeting with the SAU again to discuss the process of how to make the busing run smoothly between WA and GBS. We are working to keep things according to Law, and to remember that charter schools should be treated in the same manner as the host district's students who take buses. Baker expressed his feelings on having his young children stay on the WA bus routes as we have been doing since September 4th. It is not ideal to have our students shuttled to GBS. We will hopefully resolve this by tomorrow. Donahue expressed



The Windham Academy
Board of Trustees

1 Industrial Drive
Windham, NH 03087

that we want to have a partnership with the district, but we do not want to have to be treated differently.

- **Expansion Strategies**

We have been thinking “long term” as to what comes next in our building process. In our charter, it states we’ll have K-8. Baker explained that we need to make sure that we are paying close attention to our budget. Al Sfier has explained that the first part of upstairs will be ready in December. We need to make sure that our enrollment numbers match our needs. We started last year with 3 kindergartens... this year we have 3Ks, 3 firsts, and a 2nd, 3rd, and a 4th. We sat down with Caitlin to look at the numbers. The next step is to decide if we should have three kindergarten classrooms moving forward or go back to two classrooms. Al Sfier has discussed wanting to add a gymnasium, a science lab, and an engineering lab. This would differentiate us as the STEM school that we are. Donahue’s concern is the ability to control growth, looking seriously at the higher grades, and to remember that we are a young and new school. If we decide to bring in the 3 classrooms every year, we need to be looking at projections and if we will we have the sustained net growth. Concern is that we need to be able to make our rent if Al Sfier is ready to build. Baker feels we need to look at this upcoming year as itself. The \$42,000,000 from the state hasn’t been decided yet in regards to how it will be used. At this time there are 37 pre-enrolled kindergarten students for next year.

-Baker makes a motion to keep three kindergarten classrooms for next year if the demand is there.

-Cartwright seconds the motion.

-Discussion: Donahue expresses that at this time there is not enough date to vote on this motion and Bedrick agrees. Baker adds that WA will need an expansion no matter what happens. Fricchione concludes that the board should have a workshop on expansion and growth to discuss this further.

-Baker withdraws the motion.

- **Recognition and Thanks**

Giving recognition and thanks is a tradition at our board meetings every month. This month, we say a huge thank you to all the Windham Academy families who have donated to our school. As a charter school operating on limited funds, we appreciate all of the help our families have given to us. To those who are looking to help out the school we have a fundraiser during the month of October. The \$10,000 challenge is a fundraiser where an anonymous donor will match up to 10,000 in donations. Your donation will be automatically doubled. Thank you in advance!

iv. DIRECTORS UPDATE

- **20-21’ Enrollment so far**

-There are 47 pre-enrolled students for next year as of today. There are a lot of tours coming up -parents are visiting and asking questions.

-How do we secure enrollment? We do not want a repeat of last year where a few parents pulled their kids right before school started and it was too late for those on the waitlist (they had already begun school somewhere else). We will need to tweak this process this coming year.

- **Parents Night**

Parents night was last Thursday night. Teachers ran it in sections by grades. It went well. Teachers did it their own way. This was for parents to ask/ get questions answered, hear more about daily schedule, see the classrooms, meet other parents, walk around the school, see student artwork etc.

- **WA Policies**



The Windham Academy
Board of Trustees

1 Industrial Drive
Windham, NH 03087

Policies: 11 policies need to be voted on. They are posted on our website under the tab "2019/2020 Info" then "Policies."

Walter makes a motion to adopt all the policies that were reviewed last month at the board meeting
BAAA, BB, BBA, BBAA, BBB, BBBA, BBBC, BBBD, BBBE

Donahue Seconded the motion.

Discussion: none.

Board votes unanimously 7-0

- **Playground Safety**

-Playground: The school needs to get ground coverings to soften the ground to protect children if they fall. We will use the school operating funds to pay for this. They are ready for purchase. There was talk about using the PTO money raised for the sandbox, but this will not happen. Those were restricted funds and that money needs to stay allocated to the sandbox funds. It is important enough, that we will use different funds because these are needed. Baker has more details if there are any other questions.

-Walter makes a motion to purchase the playground safe mats for the playground. Baker seconds the motion.

Discussion: none.

Board votes unanimously and the vote passes 7-0

-Monkey bars: Children have been notified there is no flipping or acrobats on those until we have our mats. Labo family has painted on the black top/pavement which takes away from all students being on the equipment all at once.

- **Trunk or Treat**

Trunk or Treat: This will occur on October 20th from 2-4pm at WA. Sponsored by the PTO. There are 18 cars signed up so far with a total of 30 cars spot available. For this event, WA families can choose to decorate their open car trunk and kids trick or treat to each car. Prizes will be given out to the best decorated car. There will be hot cider, munchkins, coloring papers etc. Rain date: 10/27

-Also holiday related: There will be a Halloween costume parade at school on 10/31. If it rains, this will be inside and parents will not attend.

-Harvest Fest: This will be on Saturday, October 19th from 1-3pm. This is the Windham Harvest Fest. WA will have a table with a craft, balloons and a pamphlet to be handed out to spread the word about our wonderful school. Bedrick will be running the table and is looking for parent volunteers for set up or to spend an hour or so at the table. Fricchione will bring a tent and a helium tank.

-Party related: A woman came to the school who previously hosted parties and she dropped off lot of supplies. and decorations. Labo encourages everyone to look through those supplies before buying anything.

v. TREASURERS UPDATE

- **September Financial Statements**

Baker and Caitlin shared September expenditures and gave a hand-out to all present. If you were not at the meeting and would like to look over this hand-out, please contact a board member. We received our differential aid (\$14,600.24)

- **NHHEFA**

NH HEFA:

Baker makes a motion to apply for a new HEFA loan for the sole purpose of debt consolidation.

Motion seconded by Donahue. Discussion: None.

Board votes unanimously 7/0



The Windham Academy
Board of Trustees

1 Industrial Drive
Windham, NH 03087

- 10k Challenge

- As of 8:28am yesterday, we hit \$3,994.69 to match for our October fundraiser. Christie Cartwright put out a press release that spoke to this challenge and solicited people to join us.
- Our Employer Identification Number 82-4245899
- Baker says we are not identifiable as Amazon Smile members. We need to look further into that.
- Jim Fricchione will speak to Bob Best about making sure that we get the actual information rolling regarding our status.

vi. COMMITTEE UPDATES

- Fundraising Committee

10k challenge going on right now. Next Fundraising meeting is Wednesday October 16th. All are welcome to attend.

- PTO

-Since last month, two meetings have been held. In attendance, there were a lot of new parents and many parents that were involved last year. Sabreina Crooks is thinking about taking over to “head” of the committee. She comes highly recommended from many of us. Jim asked if she is aligned with our school, read the charter, agrees with our mission/vision and she has/is. The school is so thankful to have her step forward. A calendar will be created with all the great things taking place. Next PTO meeting is November 6th at 6pm at the school.

- Curriculum Committee

Miloro and Del Signore are in charge of this committee. Focus is was curriculum for fourth grade. Once Mindy is set with the paperwork for the state, we will all sit down and move forward

vii. NEXT STEPS/PUBLIC COMMENT

- Uniforms: Every student in school is adhering to the dress code and the children look great. There have been a few dress down days where the school collects money that goes towards the financial assistance program for uniforms. Many students/staff participate in these days helping to grow those funds. A contract has still not been signed with Lands End.
- Fricchione mentioned that after talking to Drew Cline from the state, they are thinking about starting some sort of round-table mentoring. Charter Schools helping each other. Fricchione will meet with him in the next few weeks to discuss this further.
- Donahue gave a formal thank you to Baker and Cartwright for all of the things that are happening because of them.
- Everyone is looking forward to have Kim Golden back!
- A parent asks about a “wish-list.” Baker mentioned we are in need of fold-up auditorium tables.
- Fricchione: There’s a gentleman at Windham Woods who offered to do some partnerships with them. They are a private school who raise money and they recently raised 1 million dollars. They know how to do it, and Cartwright has connected with them.
- Baker: We have to get plaques to help recognize all the people who have been donating to us.
- Parent: There’s a window for a super bowl raffle. The school buys tickets to the super bowl plus airfare and hotel for two people and raffle it off buy selling tickets. In the past, that had raised a lot of money. If the Patriots make it to the game, think about how much money we could make.
- Thank you again for all those who came to the board meeting tonight!

viii. ADJOURNMENT

Bedrick makes a motion to adjourn the meeting seconded by Del Signore.



The Windham Academy
Board of Trustees
All in favor: 7-0

1 Industrial Drive
Windham, NH 03087

Meeting adjourned at 7:12pm.

Respectfully Submitted,
Meg Bedrick
Windham Academy Public Charter School Secretary