



Board of Trustees Meeting

April 20, 2023

Meeting Location

WMCC - Littleton

APPROVED

Present

Melanie Robbins, Board Member

Georgia Caron, Vice Chair

Troy Merner, Board Member

Lisa Lavoie, Superintendent

Judith McGann, Chairperson

Rebecca Metcalf, Board Member

Marcella Shamberger, Business Manager

Absent

Marion Anastasia, Board Member

Jon Dugan-Henriksen, Sec/Treas

NCCA Board of Trustees Meeting

Georgia Caron called the meeting to order at 8:03 am.

Approval of Minutes: March 16, 2023

Georgia Caron made a motion to accept the March 16, 2023 meeting minutes. Melanie Robbins seconded the motion. **Board unanimously approved.**

FY 24 Program Assurances

Lisa presented and reviewed the 2023-2024 ESEA Consolidated Program Assurances & General Education Provisions (GEPA) & Equitable Services along with General Assurances FY 2024.

Lisa will complete, upload, and email by the deadline, May 19, 2023.

NCCA Special Education MOU

Lisa Lavoie spoke to the MOU being a work in progress. She mentioned Marcella Shamberger is looking at two other area ones to reference to come up with one unique to NCCA. Georgia Caron suggested to just get one done for June's meeting rather than waiting on the NHDOE to come up with a technical advisory. Lisa and Marcella agreed and will present the Special Education MOU at June's Board meeting.

NCCA Retreat

Lisa reviewed with the Board the retreat notes and summarized the main points of discussion from the staff retreat that was held in February for a day and a half at the Franconia Inn. Board members discussed main points and provided feedback.

Enrollments – Lisa proposed an amendment to NCCA’s enrollment policy. Amendment to include enrollment broken down into two categories, Committed Enrollments and Non-Committed Enrollments. Committed Enrollments are students referred by districts for their district slots and Non-Committed Enrollments are self-referrals to include but not limited to homeschoolers, drop outs and those seeking enrollment but not referred from districts, thus not taking a district committed seat. Georgia Caron made a motion to accept NCCA’s enrollment policy to include two categories, committed and non-committed. Troy Merner seconded the motion. **Board unanimously approved.**

Admission Requirements – Lisa proposed to the Board to reinstate the School to Work/Vocational component of the Charter School Application with the following amendment to read:

“All students seeking enrollment at North Country Charter Academy (NCCA) will be required to participate in an administratively approved outside program upon acceptance and throughout the duration of enrollment at NCCA.”

Georgia Caron made a motion to approve the reinstatement of the School to Work Vocational component for NCCA students. Melanie Robbins seconded the motion. **Board unanimously approved.**

Rebranding (Logo, Mission, Vision) - Lisa presented the Board with new **Logo** options created by Sherwin Dodge for NCCA. The Board all discussed that they like option 1, but to change the tag line from Choose Your Path to Chart Your Course. Judith McGann made a motion to approve Logo Option#1 with the tagline changed to Chart Your Course. Melanie Robbins seconded the motion. **Board unanimously approved.**

Lisa presented the Board with NCCA’s current **Mission** and new proposed Mission. The Board worked together to come up with the following Mission with amendments, “NCCA provides a rigorous, relevant and engaging education with high standards, which prepares students for life through a personalized, competency-based program that creates confident, career-ready individuals.” Melanie Robbins made a motion to accept the Mission with the Board amendments. Georgia Caron seconded the motion. **Board unanimously approved.**

Lisa presented the Board with NCCA’s current **Vision** statement. The Board worked together to come up with the following Vision with amendments, ‘NCCA will provide educational excellence in a supportive and nurturing learning environment.’ Georgia Caron made a motion to accept Vision statement with Board amendments. Melanie Robbins seconded the motion. **Board unanimously approved.**

Lisa brought to the Board the concerns the teaching staff had with current wages and benefits. The Board mentioned that two raises were implemented in the beginning of school year 2023 and that they just approved a 3% raise for the FY24. The Board suggested that NCCA provide the teaching staff with a benefits summary to see their total wage and benefit package.

Lisa discussed the staff's needs to cross train and more options of professional development. The strategic plan was also reviewed and updated at the retreat.

Non-Public Session RSA 91-A311: (A)

A motion was made by Georgia Caron and seconded by Judith McGann to go into nonpublic session at 9:11am.

A verbal roll call was conducted by Judith and a yes was given by all in attendance;

Melanie Robbins	Judith McGann
Georgia Caron	Troy Merner
Rebecca Metcalf	

A motion was made by Judith McGann to come out of nonpublic session at 9:20am, Troy Merner seconded the motion.

Georgia Caron made a motion for the board to approve NCCA posting a job opening for the Lancaster site for a Full Time Facilitator/Teacher, position to begin August 2023. Rebecca Metcalf seconded the motion.

A verbal roll call was conducted by Judith and a yes was given by all in attendance;

Melanie Robbins	Judith McGann
Georgia Caron	Troy Merner
Rebecca Metcalf	

Superintendent's Report

- NCCA CSI designation – WestEd will be coming onsite May 11th for in person and zoom focus group discussions. Teaching staff will be given the CALL survey.
- NCCA is projecting 31 graduates
- Littleton's Master Gardener project underway: Ahead donated \$500 and UNH \$900
- Littleton (2) upcoming field trips – AMC and Squam Lakes
- Lancaster – Israel River Study and Kyler Kenison, Guest Speaker (prior student)
- NCCA will advertise and host informational meetings
- Lancaster site is in the works of planning some field trips
- PD Update – Lisa went to Innovative Summit in Orlando, Kim & Kate went to 'Learning & The Brain' in NY and Marci is finishing up her courses for her BA certification.

Georgia Caron made a motion to adjourn, Rebecca Metcalf seconded.

Meeting was adjourned 10:10AM