

Board of Trustees Meeting

May 19, 2022

Meeting Location

AHEAD Conference Room

APPROVED

**Present**

Troy Merner, Board Member Melanie Robbins, Chairperson

Georgia Caron, Sec/Treas (via Zoom) Marion Anastasia, Board Member (via Zoom)

Catalina Celentano, Vice Chair (via Zoom) Judith McGann, Board Member (via Zoom)

Lisa Lavoie, Superintendent Marcella Shamberger, Business Manager

Timothy Carignan, Ctr.Dir.Litt Kate Sorochak, Ctr.Dir.Lanc

**Absent**

Linda Martellucci, Parent Member

**NCCA Board of Trustees Meeting**

Melanie Robbins called the meeting to order at 8:03 am.

**NCCA Center Director Updates**

Kate Sorochak, Lancaster Center Director and Tim Carignan, Littleton Center Director each prepared a presentation to the Board.

\*Kate spoke about the number of graduates from Lancaster, field trips, and her recent SEL professional development opportunity in NY.

\*Tim’s presentation was an overview of the school and a day in the life of the platforms the students use, number of credits achieved and academic progress.

Marion Anastasia asked about the distinct roles of the Center Director vs. Teachers. Both Lisa and Tim responded that the Director coordinates the day with students, does the intake interviews and communicates with the districts. Lisa added that the Director is mainly responsible for all the items outlined in the power point Tim presented. The teachers support the Directors in all those areas, but also track attendance, corrects off lines and works 1:1 with students. Both roles provide a positive role model and offer a safe learning environment in the classroom. At the Littleton site, the subjects are divvied up as well, Tim handles History and English while Rich focuses his assistance on Science and Math.

Melanie Robbins complimented both presentations and commented on NCCA’s rigor and individual diversity.

**Board of Trustees**

It was discussed whether the Board had a preference for the end of year, June 7th BOT meeting. More preference leaned towards doing breakfast again at the Adair.

2022-2023 Membership –

Judith McGann was the only Board member with her term expiring, she has offered to stay on another year. Georgia Caron is also staying on to fulfill her term (2023), although she is retiring. Lisa has two new potential board members, Stark Interim Principal, Jon Dugan-Henricksen and Casella’s Rebecca Metcalf, community outreach and engagement. Still looking for two parent board members.

**Approval of Minutes: March 17, 2022**

A motion was made by Catalina Celentano and seconded by Judith McGann to accept the

Minutes. **Motion passed, Melanie Robbins and Troy Merner abstained.**

**NCCA Policy Manual**

This is the last set of policies for this school year to review.

* A motion was made by Melanie Robbins to accept the 2nd reading of policies, JFABD, JI, JICK, JICL, JLDBA, JLDBB, KA. Troy Merner seconded the motion. **Board unanimously approved.**

**FY23 Bureau of Federal Compliance**

Lisa discussed with the Board the General and ESSA Assurances. Melanie to sign and initial for Board approval.

**Electronic Vote**

Lisa reviewed the electronic vote to accept Janet Steinert’s resignation, effective 12/23/2022. Board unanimously accepted with regret.

**Financials**

-Lisa and Marci reviewed the **FY22 budget**. Enrollments still going strong. Marci gave an update on the **ESSER grants**, ESSER III currently has $5,000 unbudgeted and ESSER II has $65,000 unbudgeted. May leave these as a buffer to assist with a new SAP Coordinator position.

-Marci presented the **Fund balances** and gave a little annual summary on NCCA’s Raymond James investment account for March and April. Our account has taken a hit due to inflation, rising interest rates and the war in Ukraine. Marci and Lisa met with Tom Brussard, NCCA’s Raymond James Advisor, and will set up a meeting with him and the Board for October.

-Lisa reviewed her Title IV grant updates with the Board and stakeholders. Looking to spend the grant on two experiential learning projects with Casella & Presby Environmental and Mount Washington Weather Observatory with the students and some summer stipends to build upon our middle school curriculum.

**Per RSA 91-A311: (A) the Board went into non public session.**

Motion to go into nonpublic was made by Judith McGann at 9:03am, seconded by Marion Anastasia. Motion accepted (Georgia and Troy not present)

Judith McGann made a motion to come out of nonpublic session. Georgia Caron seconded (she came back in to meeting)

-Judith McGann made a motion to accept the Data Clerk and SAP Coordinator modified proposal. Marion Anastasia seconded. **Motion passes**

**Superintendent’s Report**

* NHCA graduation was a success, at the DOE in Concord
* NCCA Graduation is Thursday June 2 at the Littleton Opera House
* Title I Parent/Community day in the works for June
* Appalachian Mountain Club: Highland Center/Crawford Notch & Pinkham Notch

Positive outdoor experience, broadening horizons, sense of place, scientific

method, LNT, teambuilding

* Squam Lake Natural Science Center-Study Ecological Systems-Pontoon Boats
* Youth Summit, June 9, 2022
* Painting facilities

**Other Business:**

Melanie Robbins thanked Catalina Celentano for stepping in for the NHCA graduation ceremony and for the plant the board and staff of NCCA gave her.

**Meeting was adjourned 10:00AM**