

## **Lionheart Classical Academy Board of Trustees**

March 3 2022 Meeting Minutes – DRAFT

A regular meeting of the Board of Trustees (the "Board") of Lionheart Classical Academy Chartered Public School ("LCA") took place on March 3, 2022 at 10 Sharon Road, Peterborough, New Hampshire. The meeting was called to order at 6:00 p.m. by Chairman Barry Tanner. Board members present were: Barry Tanner, Kim Lavallee, Leo Plante, Richard Merkt, James Fricchione (via Zoom), and Kerry Bedard (ex officio and Executive Director).

The meeting commenced with the Pledge of Allegiance.

Chairman Tanner read the School Mission of LCA.

The Chairman noted that this is a public meeting and that notice of the meeting was duly posted at the school, in compliance with the requirements of state law.

The Chairman opened the meeting for public comments. A member of the public complimented Chairman Tanner on his comments on how to create outdoor space for LCA students. Hearing no further public comments, the Chairman closed the public comment portion of the meeting.

Richard Merkt presented his Secretary's Report, including the Minutes of the regular Meeting of LCA's Board held on February 3, 2022. Kim Lavallee moved acceptance of the Minutes, Leo Plante seconded the motion, and the Board approved the Minutes by a 5-0-0 vote. Secretary Merkt also presented Minutes of the March 1, 2022 Special Meeting of the Board. Kim Lavallee moved acceptance of these Minutes, Leo Plante seconded, and the Board voted approval by a 4-0-1 vote (Mr. Fricchione abstaining).

Kim Lavallee presented the Treasurer's Report and mentioned work being done by LCA's Accountant, Caitlyn Blundell, CPA. Kim also reported that ADP is now approved for providing employee insurance underwriting, including healthcare, benefits, and workers' compensation insurance coverage. LCA has commenced using its own bank checking account to pay expenses, with two signatories signing off on each and every expense, per policy.

Chairman Tanner noted that LCA has applied for a DUN'S number, which is a prerequisite for applying for SAMS and other numbers required for LCA's financial and grant reporting.

Leo Plante made a motion, seconded by Kim Lavallee, to recognize any person or entity donating a cumulative total of \$100,000.00 to LCA by granting such person or entity the privilege to name a classroom at LCA. He noted that several individuals already qualify. The Board approved the motion by a vote of 5-0-0.

Kerry Bedard presented her Executive Director's Report. She noted that LCA has received notice from the state Department of Education that it has been awarded a charter school grant of approximately \$1.5 million, usable over a period of three years. She will be managing the administration of the grant for LCA.

Kerry also reported on the successful packing of more than 1,000 items of furniture and related equipment donated to LCA by the Oyster River Middle School. The items will remain stored until construction at LCA is complete, at which time they will be unpacked. She also thanked everyone connected with LCA who helped with the move, as well as volunteers from another charter school group.

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Kerry gave the Board an update on the Hiring Committee's activities. The Committee has completed its first round of teacher interviews and is proceeding with due diligence, including checking references. The Committee anticipates having its teacher recommendations ready to present at an executive (non-public) session of the Board on April 7. The Committee will then move on to other employee positions needed to complete LCA's staff. Kerry also mentioned that LCA is working with a special education expert on training needs for faculty and staff working with students with IEP's.

Regarding the upcoming student enrollment lottery scheduled to begin at 10 a.m. on Saturday, March 5, 2022, Kerry reported that 206 students registered with LCA by the March 1, 2022 deadline. Because 37 fifth grade students registered and LCA plans to have two sections of 20 students each, all of these students will be enrolled without any need for a lottery, and their siblings in lower grades will receive enrollment priority. Otherwise, the lottery will commence with Kindergarten students and work its way up through the grades. In each case, students' names will be drawn to fill the number of available seats in each grade, and the remainder will go on to an ordered waiting list.

It was noted by Board members that class sizes were determined by consideration of providing students with a high-quality educational experience, as well as student enrollment limitations included in LCA's state charter. Kim Lavalley complimented school leadership on its thoughtful and highly professional structuring of the LCA lottery. Jim Fricchione suggested recruiting parent volunteers at the lottery meeting. Kerry also thanked Principal Liz Wilber for her valuable work on organizing the lottery in a fair and practical way.

On Board Business, Chairman Tanner reported that LCA now has insurance coverage bound, as is required for a construction contract. This was accomplished very quickly so as not to delay construction work at LCA's site. More details regarding insurance coverage will be presented at the April 7, 2022 regular meeting of the Board.

On Committee Reports, Richard Merkt reported that the Policy Committee approved and recommended a draft Admissions policy governing the conduct of LCA's student enrollment lottery, so the Board could vote on it this evening and have it in place for the March 5, 2022 lottery. Leo Plante moved approval of the policy, Kim Lavalley seconded the motion, and the Board approved the motion by a vote of 5-0-0.

Reporting for the Facility Committee, Chairman Tanner discussed two construction proposals received by LCA and reported that a contract award to Hutter Construction had been made at a Special Meeting of the Board on March 1, 2022, to renovate the LCA space in the facility at a maximum cost of \$1.150 million, subject to a 50/50 cost savings sharing between LCA and the Contractor on any expense items reduced. A separate proposal is for \$200,000 to renovate space behind the LCA space, currently rented by another tenant. The base contract has been signed, and demolition work is expected to commence shortly to keep the renovation project on track for completion by July 1, 2022.

No new business was raised by any member of the Board.

The Chairman stated that there were no matters pending that require a non-public session of the Board.

Chairman Tanner noted that the next regular meeting of the Board will be at LCA on Thursday, April 7, 2022 at 6 p.m.

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Leo Plante moved that the meeting adjourn, Kim Lavalley seconded the motion, and the Board unanimously approved, whereupon

Chairman Tanner declared the meeting adjourned at 6:47 p.m.

Respectfully submitted,

Richard Merkt, Secretary