

Lionheart Classical Academy Board of Trustees

Regular Meeting on September 8, 2022

Draft Minutes

A Regular Meeting of the Board of Trustees (the "Board") of Lionheart Classical Academy Chartered Public School ("LCA") took place on September 8, 2022 at 10 Sharon Road, Peterborough, New Hampshire. The meeting was called to order at 6:08 p.m. by Chairman Barry Tanner. Board members present were: Barry Tanner, Kim Lavalley, Leo Plante, Richard Merkt (being a quorum of the Board) and Kerry Bedard (ex officio and Executive Director). Board Member Jim Fricchione attended via Zoom. Chairman Tanner noted that this is a public meeting and that notice of the same had been duly posted in accordance with state law.

The meeting commenced with the Pledge of Allegiance led by Chairman Tanner.

Chairman Tanner read the School Mission of LCA.

Executive Director Bedard presented a "Mission Moment," reflecting on the successful first day and week of school at LCA, noting all of the hard work that made it possible.

The Chairman opened the meeting for public comments. No public comments were offered. Hearing no public comments in person or via Zoom, the Chairman closed the public comment portion of the meeting.

Richard Merkt presented his Secretary's Report, consisting of Minutes of the Board's regular public meeting on August 4, 2022, as well as sealed Minutes of the non-public portion of the meeting. On motion by Vice Chair Lavalley, seconded by Mr. Plante, the Minutes of the public portion of the meeting were approved as submitted by a vote of 5-0-0. On motion by Vice Chair Lavalley, seconded by Mr. Plante, the Minutes of the non-public portion of the meeting were approved as submitted and sealed by a vote of 4-0-1 (Mr. Fricchione abstaining).

The next item was a report by Chairman Tanner on behalf of the Board Nominations Committee. Mr. Fricchione has tendered his resignation as a member of the LCA Board. Mr. Tanner and Board members expressed thanks to Mr. Fricchione for his valuable contributions to the founding and organization of the school, which benefited greatly from his professional experience and expertise in charter schools.

In view of Mr. Fricchione's departure from the Board, the Board Nominations Committee determined it desirable to nominate three Parent Trustees to serve as members of the LCA Board. Chairman Tanner introduced and gave background information for each of the following Board nominees, all of whom are parents of students presently attending LCA: Bailey Sweet, Andrew Alajajian, and Kevin McDonald. Mr. Tanner moved that the three nominees be appointed to the LCA Board, Mr. Merkt seconded the motion, and the motion was unanimously approved by the Board on a vote of 4-0-0. The new LCA Board members were seated and welcomed by their colleagues on the Board.

Executive Director Bedard presented her report to the Board, focusing on Families, Faculty, and Facility. She discussed the success of a recent Open House, the First Day experience at LCA, getting students used to life at LCA, and the commencement of academic learning itself. Enrollment is currently 195 students, seeking two additional students to fill available slots. Trustee McDonald noted that at least one family is interested in enrolling their children.

With respect to Faculty, the Executive Director reported that the special education teacher withdrew, leaving a gap in caring for special education students. Such a teacher must be state-certified in the specialty, making a replacement hire more difficult. This need has been discussed with the host district, ConVal. She also noted issues with students not presently at grade level and observed that parental engagement will be a key factor in resolving this.

Regarding the Facility, Executive Director Bedard reported that LCA's building is operational, but there still are punch-list items required to be completed. LCA has submitted an application to participate in the school security grant program and is seeking approximately \$75,000 to fund security enhancements. The school is establishing a Security Committee, per best practices, to address school security issues.

Chairman Tanner requested that a report be prepared on the status of LCA's compliance with state mandates for school safety and security measures, including schedules for implementation of such measures.

The school playground fence has now been installed, and various play zones are being planned. A more permanent playground location will likely have to await completion of future construction at LCA. The Executive Director also noted with thanks landscaping services donated to LCA by a school family.

The Executive Director reported that a draft of the Faculty/Staff handbook will be reviewed and submitted to the Board for approval at its October meeting. She also noted that State Charter School Grant reimbursement report submissions against LCA's \$1.5 million grant have been submitted for February through July 2022. LCA's 501(c)(3) charitable status is still pending IRS approval.

Board Treasurer Lavalley introduced Caitlyn Blundell, CPA, who reviewed LCA's August financial report. With regard to general operations, Ms. Blundell summarized by advising the Board that operational expenses appear to be in order, with most line items adhering to the Budget previously approved by the Board. She noted that many of the general operations expenses incurred to date will be eligible for reimbursement from the State Charter School Grant, once the state approval process is complete. This amount should be about \$731,000 through the end of August 2022. In general, school construction costs are not eligible for grant reimbursement, however, Liability and D&O insurance premiums, mandated school safety or ADA improvements, and furniture and equipment for additional classrooms are likely to be deemed grant-eligible expenses.

Ms. Blundell added that donations received to date have been largely applied to pay for construction costs at LCA. There is currently a shortfall on construction expenses, but it is expected that this can be resolved through a combination of a HEFA loan, a school security grant, an advance on a donation by the landlord, and a payment schedule. It was also noted that LCA anticipates receiving a number of additional significant annual contributions at the beginning of 2023.

Under Board Business, Executive Director Bedard reported that the Attorney General of New Hampshire has recommended a refinement in the Board's

conflict of interest policy to specify “pecuniary benefits” as an included conflict. The recommended change will be adopted by the Board at its October meeting.

Under Committee Reports, Chairman Tanner commented that the Board currently has the following committees: Finance, Policy, Family Outreach, Facility, and Hiring. Family Outreach includes recruitment of new students and a school fund-raising function. Chairman Tanner asked Trustee Bailey to join the Board’s Policy committee, Trustee Alajajian to join the Finance committee, and Trustee McDonald to chair the school’s fund-raising subcommittee. All three consented, whereupon Vice Chair Lavallee moved, seconded by Mr. Plante, that the Board approve all three appointments by the Chair. The motion was approved by a vote of 7-0-0.

Executive Director Bedard reported to the Board that the Policy committee will have a standing meeting date and time of 5:00 p.m. prior to each Regular meeting of the Board and that the Finance committee will have a standing meeting date and time of 5:30 p.m. prior to each Regular meeting of the Board.

The three Parent Trustees of the Board provided brief, positive feedback on their own children’s experience attending LCA in its first week of operation.

Vice Chair Lavallee, seconded by Mr. Plante, moved that the meeting enter a non-public session under RSA 91- A:3, II(b) to consider hiring a person as a public employee and other personnel issues. Executive Director Bedard was requested to remain for the non-public session. On a roll call vote, Mr. Tanner voted yes; Ms. Lavallee voted yes; Mr. Plante voted yes; Mrs. Sweet voted yes; Mr. Alajajian voted yes; Mr. McDonald voted yes; and Mr. Merkt voted yes. The motion was approved by a vote of 7-0-0, whereupon the meeting entered into non-public session at 8:02 p.m. The decision of the Board in the non-public session was to approve the Executive Director’s efforts to add personnel to LCA’s faculty and staff within budget personnel salary and benefit parameters.

Chairman Tanner reminded the Board that LCA’s Grand Opening ceremony will take place at the school on Saturday, September 10, 2022 at 10:00 a.m.

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

Mr. Merkt moved that the meeting adjourn, Mr. Plante seconded the motion, and the Board approved by a vote of 7-0-0, whereupon Chairman Tanner declared the regular meeting adjourned at 8:47 p.m.

Respectfully submitted,

Richard Merkt, Secretary