

Lionheart Classical Academy Board of Trustees

Regular Meeting on December 1, 2022

Draft Minutes

A Regular Meeting of the Board of Trustees (the "Board") of Lionheart Classical Academy Chartered Public School ("LCA") took place on December 1, 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, Leo Plante, Kim Lavallee, Andrew Alajajian, Kevin McDonald, Richard Merkt (being a quorum of the Board) and Kerry Bedard (ex officio and Executive Director). Board Member Bailey Sweet was excused. 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.

Mercy DeMasi, LCA's Academic Coordinator and a teacher, presented a "Mission Moment," focusing on a recent discussion of literature by 4th graders and an example of science debate by 5th graders.

The Chairman opened the meeting for public comments. 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 November 3, 2022. On motion by Mr. Plante, seconded by Mr. Merkt, the Minutes of the meeting were approved with one addition by a vote of 6-0-0.

The Chairman invited Treasurer Lavallee and Caitlyn Blundell, CPA, (via Zoom) to discuss LCA finances. Ms. Blundell reported that the November 2022 Financial Report for LCA is not yet available due to the month having ended only yesterday. A per pupil payment of \$418,380 was received by LCA from the State today, increasing LCA's current bank balance to more than \$569,000.

The Finance Committee recommends that the Board approve a change in healthcare insurance provider for LCA employees to Simply Insured. It was noted by Treasurer Lavallee that a number of LCA's peers are also changing to this insurer and that doing so should save both LCA and most employees money. Mr. Plante moved, seconded by Mr. Merkt, to approve the change in healthcare insurance provider and to hold harmless the one LCA employee who would pay more because of the change. The motion was approved by a vote of 6-0-0.

It was also reported by the Finance Committee that workers compensation insurance will also be moved to Atlantic Charter to provide most cost-efficient coverage.

Executive Director Bedard highlighted her monthly report to the Board. LCA's teaching model for 5th grade is migrating to a team-teaching approach. LCA Student enrollment is presently 187 against the state-approved maximum enrollment of 197, and the Executive Director is working to fill available places at mid-year.

With regard to Academic Year 2023-2024, LCA is targeting having two sections in each grade, plus adding 6th grade to accommodate current 5th grade students. The require enrollment lottery is scheduled for March 11, 2023, with Open House events for interested families to be held in February 2023. Student registration will open this coming week. Vice-Chair Lavallee noted that the school is likely to be permitted to over-enroll slightly to anticipate attrition if it requests approval from the State Department of Education to do so. In addition, she recommended setting a deadline for interested parents to sign up their children to help keep the process orderly. Executive Director Bedard commented that additional faculty hiring efforts will commence in January 2023 and that LCA anticipates operating according to its own schedule by fall of 2023, as opposed to having its schedule determined by the host district transportation schedule.

The Executive Director reported receipt of a State Safety and Security grant of approximately \$78,000, which was the full grant amount LCA had requested. This will provide funds for cameras, door locks, alarm panels, window tints, and other security-related measures. Mr. Plante suggested that installation of

bollards outside first floor windows be considered as an additional safety measure.

Executive Director Bedard also discussed consistent classroom management practices that promote academic progress for students and referred to a recent book underscoring the importance of this issue to successful educational efforts. She also reported that there has been progress on a special education memorandum of understanding with the host school district, which is now being reviewed by counsel. LCA currently has 7 students with IEP's, with the potential of two more.

The meeting next took up consideration of whether LCA should engage a development consultant to assist with fund-raising efforts. Sarah Andrews is one such consultant, and Vice Chair Lavallee shared her knowledge of Ms. Andrews' background, achievements, and grant-writing expertise. Chairman Tanner suggested inviting Ms. Andrews to make a presentation to the Board, so the members have more information about whether engaging such a consultant would be in LCA's best interest.

Mr. Plante suggested utilizing LCA's website as a tool for promoting donations to the school, and the Executive Director responded that she is presently working on adding an Anedot giving tool feature on the website.

Chairman Tanner also discussed the importance of keeping LCA donors informed as to the progress of the school. Executive Director Bedard noted that the school is initiating a monthly e-newsletter to share school news, as well as highlight LCA's commitment to its core virtues.

Under Committee Reports, the Policy Committee reported that its next item will be review of an updated version of one of the school handbooks. The Facility Committee reported that it is researching potential capital sources such as Charter School Capital and HEFA that could be used to fund future school capital needs. It was also noted that the school's landlord may consider a rent "holiday" for the school in satisfaction of a prior donation commitment. This would not affect LCA's eligibility for state charter school rent assistance, application for which is now due for next year. Board Member Alajajian mentioned that he discussed the roof situation with Academy Roofing, who confirmed that a roof replacement will be needed in Spring 2023. Lastly, the

Hiring Committee will be reconstituted in January to assist the Executive Director on school hiring needs for 2023.

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 contract issues. Executive Director Bedard was requested to remain for the non-public session, and Dr. Fred Ward was invited to remain for the contract portion of the non-public session. On a roll call vote, Mr. Tanner voted yes; Mrs. Lavallee voted yes; Mr. Plante voted yes; Mr. Alajajian voted yes; Mr. McDonald voted yes; and Mr. Merkt voted yes. The motion was approved by a vote of 6-0-0, whereupon the meeting entered into non-public session at 7:30 p.m. The decision of the Board in the non-public session was to authorize Board discussions with potential capital lenders to determine the availability of capital financing for future school facility needs and to approve personnel decisions made by the Executive Director to implement a team approach to teaching 5th grade students at LCA. The Board returned to public session at 8:02 p.m.

Chairman Tanner noted that the next regular meeting of the Board will be at LCA on Thursday, January 5, 2023 at 6 p.m.

Mr. Tanner moved that the meeting adjourn, Mr. Alajajian seconded the motion, and the Board approved by a vote of 6-0-0, whereupon Chairman Tanner declared the regular meeting adjourned at 8:05 p.m.

Respectfully submitted,

Richard Merkt, Secretary