

Lionheart Classical Academy Board of Trustees

Regular Meeting on August 24, 2023

Approved Minutes

A Regular Meeting of the Board of Trustees (the "Board") of Lionheart Classical Academy Chartered Public School ("LCA") took place on August 24, 2023 at 10 Sharon Road, Peterborough, New Hampshire. The meeting was called to order at 6:04 p.m. by Vice Chair Kim Lavallee. Board members present were: Chairman Barry Tanner (via Zoom), Vice Chair Kim Lavallee, Leo Plante, Bailey Sweet, Kevin McDonald, and Richard Merkt (being a quorum of the Board), and Kerry Bedard (ex officio and Executive Director). The Vice Chair noted that this was a public meeting and that notice of the same had been duly posted in accordance with state law.

The meeting began with the Pledge of Allegiance led by Vice Chair Lavallee.

Executive Director Bedard recited the School Mission of LCA.

Executive Director Kerry Bedard presented a "Mission Moment," focusing on the LCA "Team," LCA's new construction (aided by generous donations of time and material from the community), and preparations for another successful year at LCA.

Vice Chair Lavallee saluted Executive Director Bedard, her staff, and faculty for a great first year.

The Vice Chair opened the meeting for Public Comments, explaining the public comment process. No public comments were offered, whereupon she 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 June 8, 2023. On motion by Mrs. Sweet, seconded by Mr. Plante, the Minutes of the meeting were approved by a vote of 6-0-0. Minutes from the non-public portion of the June 8, 2023 meeting were circulated among the Board members, following which, on motion of Mr. Plante, seconded by Mr. McDonald, the Minutes were approved by a vote of 6-0-0.

Minutes of the June 8, 2023 Annual Meeting of the Board will be circulated prior to the next Board Meeting, at which time they will be reviewed.

On invitation of Treasurer Lavalley, Caitlyn Blundell, CPA, reviewed LCA's June and July 2023 Financial Reports. She noted that LCA spent approximately \$8,200 per pupil during Fiscal Year 2023. The school finished the Fiscal Year with an Operating surplus exceeding \$870,000, applied in part to meet LCA's Capital needs. As previously anticipated, cash flow will remain tight until LCA receives its next state per pupil payment in September. State per pupil reimbursement is increasing to about \$9,000 per year. Ms. Blundell also presented the draft Fiscal Year 2024 Operating Budget for LCA, which projects an operating surplus of around \$400,000. More than \$540,000 in funding remains available under LCA's Charter School Start-Up Grant from the state, which funding must be utilized by February 2025. Criteria for grant eligibility have been broadened, making it easier to access remaining start-up grant funds. On motion of Mrs. Sweet, seconded by Mr. Merkt, the Board approved the draft Fiscal Year 2024 Operating Budget by a vote of 6-0-0.

Executive Director Bedard presented her report to the Board, highlighting "Curriculum, Character, and Culture" as LCA's focal theme for School Year 2023/2024. She noted that 115 new students (and their families) are joining LCA's "family" this school year. 175 of 183 Year One students (96%) are returning to LCA for Year Two. Her "team" of faculty and staff members are geared up for the new year, although there is a vacancy in a 2nd Grade classroom teaching position that will require a plan to address it. She also reported on the numerous compliance and reporting requirements in process and noted that LCA's application for New Hampshire State Charter School Lease Aid has been submitted. She discussed the school's efforts to simplify its student uniform policy, informed by practical Year One experience, as well as by what LCA has learned from other charter schools' policy on uniforms. Executive Director Bedard also noted the school's Facilities Report, addressing Phase II construction and improvements expected to be complete this month, together with remaining open items.

Under Board approvals, the LCA Family Handbook for 2023/2024 was discussed by the Board and approved by a vote of 6-0-0 on motion of Mr. Plante, seconded by Mr. McDonald. A new handbook, the LCA Faculty and Staff Handbook for 2023/2024, dealing with procedures, was also explained by Executive Director Bedard and discussed by the Board. The consensus of the Board was to table approval of this handbook until legal review has been conducted by LCA's counsel. This item will be listed for action at the Board's September meeting.

Under New Business, Vice Chair Lavallee reviewed a list of proposed Board Committees for 2023/2024, including: Board Recruitment and Succession Planning; Facilities; Finance; Fundraising and Development; Policy; Strategic Planning; and Personnel (*ad hoc*). She discussed leadership and membership needs for each committee, noting that the entire Board might be most appropriate for Board Recruitment and Succession Planning issues. Consistent with the plan outlined by the Board in 2022, all school families and the general community will be notified of Board openings. The Board will accept the names and biographies of interested parties, review these at the September Board meeting, and then conduct interviews in person or via Zoom, with the goal of making nominations and electing Board members in October. The Board discussed Safety concerns and requested that Executive Director Bedard add an update on security measures in future Board agendas, to ensure that school Safety issues are identified and addressed on an ongoing and regular basis.

Vice Chair Lavallee proposed Thursday, September 21, 2023 at 6:00 p.m. as the date and time for the next Board meeting. All members of the Board expressed agreement with this schedule.

Mr. Merkt moved that the Regular meeting adjourn, Mrs. Sweet seconded the motion, and the Board approved by a vote of 6-0-0, whereupon Vice Chair Lavallee declared the Regular meeting adjourned at 7:28 p.m.

Respectfully submitted,

Richard Merkt, Secretary