

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

**Meeting on January 20, 2022**

### **Minutes**

**A regular meeting of the Board of Trustees (the "Board") of Lionheart Classical Academy Chartered Public School ("LCA") took place on January 20, 2022 at 10 Sharon Road, Peterborough, New Hampshire. The meeting was called to order at 5:34 p.m. by Vice Chair Kim Lavalley, who chaired the meeting. Board members present were: Barry Tanner, Kim Lavalley, Leo Plante, Richard Merkt, James Fricchione, and Kerry Bedard (ex officio and Executive Director).**

**The meeting commenced with the Pledge of Allegiance.**

**The Chair noted this was a public meeting and that public notice of the same was duly posted at 10 Sharon Road, Peterborough, New Hampshire in conformity with state law.**

**The Chair read the School Mission of LCA.**

**The Chair opened the meeting for public comments. A member of the public inquired about plans to address comments about charter schools in the media. The Board responded that achieving LCA's educational goals for students is the optimal way to respond to such comments. Hearing no further public comments, the Chair closed the public comment portion of the meeting.**

**Richard Merkt presented his Secretary's Report, including the Minutes of the Organizational Meeting of LCA's Board held on January 6, 2022. He amended the Minutes to correct an address cited in the Minutes. Leo Plante moved acceptance of the Minutes, as amended, Jim Fricchione seconded the motion, and the Board approved the Minutes by a 5-0-0 vote.**

**Leo Plante presented the Treasurer's Report, which noted that LCA (through its sponsoring organization and fiscal agent) has raised approximately \$572,000 to date and currently has approximately \$444,000 in cash on hand, after deducting school-related expenses to**

date. He also noted that state Department of Education reconsideration of LCA's charter school start-up grant application is being held up by delays at the federal Department of Education. He commented that LCA will be commencing renovation work at the school facility soon, so fund-raising remains an important priority. Jim Fricchione moved acceptance of the Treasurer's Report, seconded by Richard Merkt. The Board approved the motion by a 5-0-0 vote.

Kerry Bedard presented her Executive Director's Report. 120 students have registered for the LCA student enrollment lottery now scheduled to be conducted on Saturday, March 5, 2022. The final day for pre-lottery student registrations will be March 1, 2022. The current grade distribution of registrants is as follows: Kindergarten – 29 students; 1<sup>st</sup> grade – 17 students; 2<sup>nd</sup> grade – 17 students; 3<sup>rd</sup> grade – 16 students; 4<sup>th</sup> grade – 18 students; and 5<sup>th</sup> grade – 23 students. Jim Fricchione observed that, based upon his experience as Founder of Windham Academy, LCA's student registration looks very promising.

The Executive Director added that she and Principal Elizabeth Wilber will conduct a Parent Information Session beginning at 10 a.m. on Saturday, January 22, 2022 for families interested in LCA and that more Parent Information Sessions are scheduled in February. Further, LCA has been reaching out to the community through its Marketing committee, and additional community organizations will be contacted within the next week to promote public awareness of and interest in the school.

The Executive Director reported that LCA by-laws and policies are in preparation and expected to be ready for consideration at the February 3, 2022 regular meeting of the Board.

Under Board Business, the Chair noted that the Board has a revised schedule for regular meetings: the first Thursday of each month through June, 2022 (i.e., February 3; March 3; April 7; May 5; and June 2). All meetings will now commence at 6:00 p.m. The Board's Annual Meeting is now scheduled for early July, but this date is subject to change, depending on circumstances.

**Under Committee Reports, Policy Committee Chairman Richard Merkt stated that the Committee met and reviewed the draft by-laws and policies for LCA, based on sample documents submitted to the State Board of Education as part of LCA's charter school application. Most of the changes approved by the Committee are minor in nature, and, upon production of revised drafts (to be read into these Minutes), the Committee approved submitting them to the Board for consideration at its February 3, 2022 regular meeting.**

**Hiring Committee Chairman Jim Fricchione reported on the development of a Hiring Guidelines document by school leadership for use in connection with hiring LCA's faculty. The guideline document deals with a variety of topics, among them: purpose; qualifications; the hiring process, and compensation standards. The Executive Director reported on the number of applications currently in process, as well as the number of teachers anticipated to be hired by LCA over the next several months. The Principal reviewed elements of the guideline document, providing additional details about how the hiring process will work, including background checks for applicants. The Board was complimentary of the school leadership's work on this document. Richard Merkt moved that the Board approve the Hiring Guidelines document, Barry Tanner seconded the motion, and the Board approved the motion by a 5-0-0 vote.**

**Leo Plante reported as Chairman of the Marketing, Outreach, and Public Relations Committee. He described Committee contacts with various libraries, churches, and other institutions to promote public awareness of LCA, including public relations materials. The Committee is focusing on social media as a useful promotional tool, and LCA has just established its own page on Facebook. He also suggested shortening the name of the Committee to "Family Outreach Committee," to better describe the focus of the Committee's efforts. Barry Tanner made a motion to approve the Committee name change, Richard Merkt seconded the motion, and the Board approved the motion by a 5-0-0 vote.**

**The Executive Director presented a proposal to amend LCA's Mission Statement as follows: "The mission of Lionheart Classical Academy is to train the minds and inspire the hearts of its students through a classical liberal arts and sciences education that supports academic**

achievement, virtuous living, and responsible citizenship.” The Board agreed that the proposed refinements in the Mission Statement are a significant improvement and clarify the positive goals being pursued by LCA. Recognizing that a change in the Mission Statement will require State Board of Education approval, Richard Merkt moved that the amended Mission Statement be approved by the Board, subject to concurrence by the State Board of Education at a future date yet to be determined. Leo Plante seconded the motion, and the Board approved the motion by a 5-0-0 vote.

Facility Committee Chairman Barry Tanner reported on the status of a proposal to renovate 10 Sharon Road, Peterborough, to house LCA. Due to significant construction cost increases, as well as supply chain issues, the Committee is seeking, on an expedited basis, additional proposals to pare down the scope, cost, and time required to complete the renovation project. The Committee plans to meet on January 25, 2022 to consider the additional proposals and decide which one to recommend for Board action at its regular meeting on February 3.

Under New Business, the Chair discussed the need to engage a payroll and benefits vendor to provide the necessary employment package for LCA employees. It is possible for LCA to “piggyback” at reduced cost on Founders Academy’s existing relationship with ADP, a large and experienced payroll and benefits vendor. Leo Plante moved that the Board approve engaging the services of ADP on this basis, Richard Merkt seconded the motion, and the Board approved the motion by a vote of 5-0-0.

In connection with qualifying for a state start-up grant, the Chair suggested having LCA’s legal counsel handle any required regulatory filings, inasmuch as his law firm is experienced with such matters. The consensus of the Board was in agreement with this suggestion.

Executive Director Bedard noted that, with the school enrollment lottery scheduled for March 5, 2022, now would be an opportune time to contact recognized community leaders to oversee the conduct of the lottery. Barry Tanner moved, seconded by Richard Merkt, that the Board authorize Augusta Petrone, Kerry Bedard, Elizabeth Wilber, and Leo Plante to select and invite distinguished members of the

**community to serve as judges for the LCA student enrollment lottery. The Board approved the motion by a 5-0-0 vote.**

**The Chair noted that there were no pending matters requiring a non-public session in connection with this meeting.**

**The Chair announced that the next regular meeting of the Board will take place at LCA (10 Sharon Road, Peterborough, New Hampshire) at 6:00 p.m. on Thursday, February 3, 2022. Public notice of the meeting will be posted at the school, in compliance with the requirements of state law.**

**Barry Tanner moved that the meeting adjourn, Leo Plante seconded the motion, and the Board unanimously approved, whereupon the Chair declared the meeting adjourned at 6:52 p.m.**

**Respectfully submitted,**

**Richard Merkt, Secretary**