



LIONHEART CLASSICAL ACADEMY CHARTERED PUBLIC SCHOOL
Board of Trustees
Regular Meeting February 20, 2025

MINUTES

A Regular Meeting of the Board of Trustees (the "Board") of Lionheart Classical Academy Chartered Public School ("LCA") took place on 2/20/2025 at 10 Sharon Road, Peterborough, New Hampshire. The meeting was called to order at 6:04 p.m. by Chair Kim Lavallee. Board members present included: Chair Kim Lavallee, Vice Chair Bailey Sweet, Treasurer Kristie Greenwood, Trustee Jason Nero, Trustee David Somero and Trustee Brian Walsh. Secretary Lori Finn arrived at 6:15 pm due to a prior commitment and attended via Zoom. Executive Director Mike Harner, Principal Kenneth Dobbs, and Attorney Bob Best were also in attendance. The 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 commenced with the Pledge of Allegiance led by Chair Lavallee. Principal Dobbs recited the mission statement and shared a mission moment that illustrated gratitude. A student passed by a worker engaged in a task, asked about it, and then thanked him for his work. The individual reported to Principal Dobbs that he has spent years working in schools, and no one has ever thanked him.

I. Public Comments - none

II. Treasurer's Report: Treasurer Greenwood presented the Treasurer's Report. The annual auction is scheduled for 4/12/25, and the invitations will be going out soon. Volunteers are needed. Treasurer Greenwood discussed the [Monthly Financial Report](#) for January 2025 and the [Budget Analysis](#) for the period ending 1/31/25. There is a surplus of approximately \$489k, and approximately \$1.1 million cash balance. Approximately \$200k in donations were received in January 2025. The HEFA loan was repaid, and we can draw down on it again. Trustee Nero moved to draw down on it again on March 5, 2025, seconded by Trustee Walsh. Motion passed, approved by roll call: Finn (yea), Walsh (yea), Nero (yea), Somero (yea), Sweet (yea), Greenwood (yea), Lavallee (yea). PPA was received. We are in good shape in terms of the budget.

- Special Ed reimbursements are down, but expecting \$100k in February.
- CSP grant expenditures submitted successfully by the 2/14/25 deadline.
- Legal services are approximately \$17k over budget
- Repairs and maintenance are slightly over budget
- Cash flow forecast through September 2025 indicates that cash will be adequate, but drawing on HEFA may be needed.

Overall, however, Accountant Blundell believes LCA is in the strongest place financially than she has ever seen for a charter school

III. Leadership Report

- A. **2025-2026 Draft Budget:** Executive Director Harner discussed a proposed draft budget that is in development, based on the following assumptions: 364 students, hiring of seven teachers (4 for middle school), two administrative staff, a secondary nurse, a 2.5% pay raise, expenses at \$4.25 million, revenue \$4.33 million, and fundraising consistent with the current year. The draft budget will be posted on the website, and any questions should be emailed to ED Harner directly by 3/3/25. The budget will be discussed at the next regular board meeting.
- B. **Principal's Report:**
- Principal Dobbs presented the [Principal's Report](#)
 - Principal Dobbs discussed the proposed [Dress Code for 2025-2026](#). This will be discussed at the next regular board meeting. Comments and questions should be emailed to Principal Dobbs directly by 3/3/25. Principal Dobbs thanked the committee for their hard work on this document: Rachel Stenerson, Annie Seppala, Ilda Bara, Sarah Bowley, Stephen Lajoie, Sherree Hodgson, Principal Dobbs.

IV. Secretary's Report. Secretary Finn presented the Secretary's Report.

- A. Trustee Somero moved to approve the minutes from the **1/9/25 Regular Board Meeting**, seconded by Trustee Sweet. Motion passed, approved by roll call: Finn (yea), Walsh (yea), Nero (yea), Somero (yea), Sweet (yea), Greenwood (yea), Lavallee (yea).
- B. Trustee Walsh moved to approve the minutes from the **1/23/25 Board Retreat**, seconded by Trustee Sweet. Motion passed, approved by roll call: Finn (yea), Walsh (yea), Nero (yea), Somero (yea), Sweet (yea), Greenwood (yea), Lavallee (yea).
- C. Trustee Sweet moved to approve correction of errors in **10/1/24 minutes** (spelling error and removal of additional date) and correction of error in **11/14/24 minutes** (removal of additional date). Trustee Greenwood seconded the motion. Motion passed, approved by roll call: Finn (yea), Walsh (yea), Nero (yea), Somero (yea), Sweet (yea), Greenwood (yea), Lavallee (yea).

V. Board Business

- A. **Board Invitation:** The invitation to join the board was separated from the invitation to join a committee. Some addition to language was suggested. Both invitations will be sent out at different times. Leah Seymour has agreed to add a logo. The board thanked Trustee Finn for her work on both documents.

Action Item:

- Trustee Finn will add suggested language to board invitation and email to Ms. Seymour.
 - Ms. Seymour will add a logo and distribute on Monday 3/3/25
- B. **Finance Committee:** Trustee Nero provided an update on the activities of the Finance Committee.
- a. **Contributions/Donations:** \$327,647 right now. Fundraising is at \$13,100. We are down \$86,901 but we still have the annual fundraising event and other opportunities coming up. There was an anonymous donation made tonight for another \$14,746.70, and we are very appreciative of that.
 - b. **700 Dublin Rd:** \$350k in a restricted donation was made for this project. We will

need a capital campaign for that project, but Trustee Nero doesn't want to stop people from giving money before we start that. If we could double that amount over the next four-six weeks, it would put the school in a very strong position as we take on the building project. Trustee Nero and Trustee Somero meet weekly with Roundtable, and they have also been meeting with Raymond James who has been working to put a solicitation package together to identify lenders that would want to work with us. There are local banks that specialize in non-profit who are really excited for the opportunity. Closing on the property is going to be near the end of March 2025. Currently, there is a \$14k square foot building over there. The initial phase will house about four classrooms (7th and 8th grade). The site plan is also being done at this time. Chad from Fieldstone is almost in the finalizing steps. It won't take much to upgrade things over there to make it useful, so we can have 2-way traffic, one continuous loop for drop off. There shouldn't be anyone on the road because it is a long driveway and a long way around the back. There is a beautiful parking area on the right. A septic design will be provided, this will be needed if the current one fails in the future. He mentioned that the ability to accept the flow over there is well within the boundaries that the current system has. They are working on some of the permits with the town as well, so they will be going before the zoning board to address the site plan, probably proposing a 4-foot wider driveway. The current driveway is 20 feet, this would increase it to 24, so we could have two-way traffic. We already have volunteers that are willing to help out with the cleaning, tree cutting, etc. The goal is for it to be in for the upcoming school year. Hutter is working on finalizing plans and giving us their final estimate. Two big cost items will be adding a sprinkler system to the building, along with an elevator to meet fire and safety codes. We received the appraisal for the property, and the value was above the contract.

- c. **Multipurpose Room:** Fieldstone is still working with the town and FEMA; however, they are working with solutions to help streamline the process. We are hoping to have something in the near future. Phase 1 would be that we can use the room. Phase 2 would be fitting that whole room up for occupancy, for egress, for doors, you can't have exposed insulation, etc. So it would have to be built out. The room must be finished and have appropriate means of egress prior to students using it.
- C. **Organizational Committee:** Trustee Sweet indicated that the committee will be developing some new policies, and we are in a cycle of reviewing existing policies.
- D. **Academic Committee.** Trustee Finn presented on the activities of the Academic Committee.
 - a. Faculty and Staff: The leadership team is in the process of attending job fairs at classical colleges to recruit teachers aligned with our mission. ED Harner indicated that we now have three candidates coming in from Hillsdale, and eight new prospects from Liberty.
 - b. Professional Development: Weekly training on classroom management has started. Training on building safety was recently held. Additional training planned on safety, restraint, and possibly CPR. Planning a 4-day retreat in August, with the intention of possibly inviting other schools to join us next year.
 - c. Assessment: Classical Learning Test is scheduled for spring.
 - d. Academic calendar in development
 - e. Parent Engagement: ED Harner discussed upcoming parent training—What is

Classical Education? in March and What is a Classical School? hopefully in April.

VI. New business

- A. **Enrollment Cap:** Chair Lavallee discussed a plan to request a raise in the enrollment cap. ED Harner requested increasing up to 750. We would like to send this to the DOE, hopefully for the March agenda. Trustee Somero moved to increase the enrollment cap up to 750 and amend the charter to reflect 750. This was seconded by Trustee Sweet. Motion passed, approved by roll call: Finn (yea), Walsh (yea), Nero (yea), Somero (yea), Sweet (yea), Greenwood (yea), Lavallee (yea).
- B. **Board Training:** Board members purchased a book recommended by ED Harner. Trustee Sweet will send an email to board members with a scheduled structure of training.
- C. **Sharepoint:** Principal Dobbs created a Sharepoint for board documents. Trustee Sweet built folders, and will built in the board orientation there along with all of the files. Attorney Best said that there is no negative consequence of keeping files in Sharepoint, and it will be helpful for RTK requests.
- D. **Goals:** Trustee Sweet discussed goals for 2025-2026 that were developed at the retreat. Key objectives include 1) a facility master plan that serves a classical school 2) communicate classical education to encourage culture 3) support academic achievement and joy of learning.
- E. **Lottery:** The lottery will be held on 3/8/25. We currently have 135 registrations, 58 kindergarten (for 54 spots).

VII: Non-Public: N/A

Next meeting 3/13/25.

Trustee Somero moved to adjourn the meeting, seconded by Trustee Nero. Meeting adjourned at 7:18 pm.

Respectfully submitted,

Lori L. Finn

Minutes approved at the Regular Board Meeting on 3/13/25