



Board of Trustees Meeting
November 19, 2020
8:00 AM to 10:00 AM
Meeting Location
Littleton Opera House Ballroom
Not Approved

Present

Georgia Caron, Chair
Troy Merner, Board Member
Catalina Celentano, Board Member
Judith McGann, Secretary/Treasurer
Melanie Robbins, Vice-Chair
Amy Ingerson, Board Member
Evelyn Hopkins, Board Member
Lisa Lavoie, Superintendent

Absent

Marion Anatasia, Board Member

Welcome/Call to Order:

Georgia Caron called the meeting to order at 8:00 AM.

October 15, 2020 Board Minutes:

A motion was made by Georgia Caron and seconded by Melanie Robbins to accept October minutes as is. **Board Unanimously Approved.**

NCCA's 5 Year Strategic Plan 2020-2025

Lisa and the board members reviewed the 5 Year Strategic Plan and Goals-2020-2025. Lisa went over the specific 5 Goals that were developed as a result of last year's planning process with ICLE and staff. Lisa reminded board members of the process so that it was clear about parent, student, community and stakeholder input in this process. Lisa reported that the staff recently had a professional day that was focused on addressing these goals and specifically working on curriculum development. Lisa also asked the board for official approval and the Strategic Plan will be the guide setting forth the path for the next 5 years.

A motion was made by Georgia and seconded by Troy to accept the NCCA's 2020-2025 5 Year Strategic Plan. **Board unanimously approved.**

NCCA's NH Department of Education Renewal

Lisa reported that the process for renewal was going very well. Lisa has a meeting scheduled with Jane Waterhouse to review the Renewal Application and Evidence in December. Lisa will need to submit all the material electronically. There is a significant amount of material to submit.

COVID 19 Pandemic

Lisa reviewed the Educational Re-Entry Plan with board members. Lisa reported that after the Phase II 30 day trial period in September/October, teachers and staff were able to identify areas in the policy that needed improvements in clarification on virtual classroom expectations. An addendum was added to the Student and Parent Handbook with more specific details on what is expected of students during virtual learning. Lisa reviewed the update. It was intended to establish a professional learning environment for all students and provide a guide to maximize student participation and performance. Also included in the update was a NCCA Virtual Learning Contract.

Lisa has sent out a Holiday survey to student and parents to find out what the family plans are for Thanksgiving as well the holiday in December.

Title I Audit

Lisa received notification from the NH Department of Education of a Title I Desktop Audit. The Title I audit is for the new Title I Science Program. Lisa and Kim are working on putting together the evidence requested. Lisa reported that this was the school's second audit and it is a process that she has gone through before. The first audit went smoothly with no findings, and she expects that again.

Audio and Video Surveillance on School Bus Policy: ECAF

Lisa reviewed the policy that was provided to board members. Lisa thanked the founding school districts for sharing policies and policy templates. A motion was made by Georgia Caron and seconded by Judith McGann to accept the first reading of Audio and Video Surveillance on School Bus Policy-ECAF as is. **Board Unanimously Approved First Reading**

Financials

Financial Consultant-Lisa thanked the board members for their support and Troy Mernier for his recommendation of contracting with Deb Loughnane, Financial Consultant. Deb will begin working with NCCA on November 20, 2020 and will continue until new hire of Office Manager can be filled.

FY21 Budget-Lisa gave an overview of the FY21 Budget and reported that numbers are still the same and adjustments will be made once enrollment contracts come in and GMR rates are determined.

Fund Balances-Fund balance handouts were reviewed by Lisa. Balances look good and no changes to report.

Non-Public Session: (A)

A motion was made by Georgia Caron and seconded by Melanie Robbins to go into non-public session at 8:30 am. **Board unanimously approved.**

A motion was made by Georgia Caron and seconded by Judith McGann to come out of non-public session at 8:46 am. **Board unanimously approved. Board unanimously approved Office Manager Compensation.**

Principal's Report

Bronson Street Facility-Lisa reported that she was contacted by Winn Construction/Century 21 regarding the Bronson Street Facility being for sale and or interest in renting the upper level. Lisa visited and toured the property to keep options open and retain the possibility for consideration in the future. Board members and Lisa engaged in a discussion about the property and its current Cottage Street location. At this time, NCCA Littleton site will remain at the Cottage Street site.

US Congresswoman Annie Kuster-Lisa reported that the Constituent Service Representative, Brian Bresnahan, called to get a general update on North Country Charter Academy and to see where we stood with the expansion of our charter school. Brian is a strong supporter of our charter school and like many; he has not missed any of our graduations. Lisa gave Brian an overview of the charter school status and informed him the board supported initiating research for the possibility of opening a new charter school or expanding. There needs to be some data collected for this effort, and the data will guide the direction. Brian also inquired about becoming a member of the Charter Board of Trustees. Board members welcomed his interest and are pleased to have his continued support.

Chair Report

Georgia Caron reported that Lisa did a thorough and professional job at handling the recent charter school matter. The board members expressed agreement and supported Georgia's report.

Meeting was adjourned at 9:15 AM.