



Board of Trustees Meeting
January 21, 2021
8:00 AM to 10:00 AM
Littleton Opera House Ballroom
APPROVED, March 18, 2021

Present

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

Absent

None

Introductions/Welcome/Call to Order:

Georgia Caron called the meeting to order at 8:06 AM.
Introduced Mary Forsyth to the board members.

Approval of Minutes: November 19th 2020

A motion was made by Georgia and seconded by Marion to accept the November minutes as is. **Board unanimously approved.**

NCCA Staffing:

- Electronic Vote – Unanimously approved in December, an official approval vote was made by Georgia and seconded by Marion to make Mary Forsyth the Office Manager. **Board unanimously approved.**
- Resignation letter from Ms. Elizabeth Brado was presented. Evelyn made a motion to accepted with regrets her resignation and it was seconded by Catalina. **Board unanimously approved.**
- 2021-2022 Staff Changes
 - Center Director in Lancaster position to be advertised.
 - Center Director in Littleton will be filled by Tim Carignan from Lancaster.
 - Gary Melansons' time for 2020 not counted due to COVID-19

Title I Monitor Audit Report

Why NCCA wants a science program, was discussed. Students are with NCCA for a short period of time, and we have a certified teacher. Janet produced an analysis over the past five years to show strengths in science from our students. A program was put together, supplies were purchased, then schooling went remote. Lisa reviewed the materials Rich has been placing together for this program. There were no questions on this topic.

NCCA Renewal

Department of Education (DoE) received a three ringed binder with all the renewal data for NCCA. Lisa had multiple meetings to prepare the documentation. There will be interviews with stakeholders; students, parents, staff, Board of Trustees and some community folks held by DoE.

Audio Surveillance on School Bus Policy

A second reading on the ECAF was presented. Georgia made a motion to accepted the audio surveillance policy second reading, and it was seconded by Marion. **Board unanimously approved.**

Review of Financials

- FY21 Budget – draft version was presented at middle of the year. The profit and loss figures are being updated.
- FY22 Budget Approval – GMRs will be coming soon. Georgia made a motion to accepted the FY22 Budget in its current state, and it was seconded by Judith. **Board unanimously approved.**
- Fund Balances
- COVID-19 Impact
 - Saved about 16K on transportation due to sites being shut down.
 - Enrollments – discussed changes

Principal's Report

In March, NCCA teacher Rich Larcom to present Science Program, also a Lancaster student would like to present a project.

Graduation, we have contracts with Littleton Opera House to have ceremonies June 6th Sunday, but subject to change. Yet to be approved by Public Health Officer. Nine graduates from Lancaster, eight graduates from Littleton currently.

Winter Carnival using Student Assistance Program monies is scheduled for February 18 & 19th.

NH Career Academy had one more student drop out. Thirteen students now down to seven. The board discussed to not participate in the NH Career Academy program in the future due to the work load that is required to perform the process, correctly. The board is going to

generate a letter for the commissioner to state NCCA is going to support the current seven students, but going forward, NCCA will not be accepting anymore NH Career Academy applications. The board called to a vote to withdraw NCCA from the NH Career Academy going forward, finishing out the currently enrolled students, a motion was made by Georgia and seconded by Amy. **Board unanimously approved.**

Calendar for 2021-2022 year is being generated from input from the districts.

Chair Report

There was nothing to report.

Meeting was adjourned at 9:05 am.