



The Windham Academy
Board of Trustees

1 Industrial Drive
Windham, NH 03087

Virtual Meeting, Via Zoom
Wednesday June 9th 2021 7-9PM
Meeting ID: 844 9729 7490 Password: 987102

i. WELCOME / CALL TO ORDER

Walter Cartwright (Chairman)
Meg Bedrick (Vice Chair)
Chris Baker (Treasurer)
Sean Donahue (Secretary)
Karl Dubay (Trustee)

Vinny DelSignore (Trustee)
Jim Fricchione (Trustee)
Al Sfeir (Trustee)
Mindy Labo (Director)
Kim Golden (Assistant Director)

Tony Deluca (Fundraising)
Deb Waitt (Family
Relations/Coordination)

Absent: Caitlin Blundell (CPA), Kristin Bohne (PTO), Brandie Shydo (Communications), Christy Donahue (Curriculum)

Walter Cartwright (Chairman) called the meeting to order on Wednesday, June 9, 2021 at 7:02PM.

ii. PUBLIC OPENING

- Pledge of Allegiance
The Pledge of Allegiance was said
- Approval of previous minutes from May 12, 2021.

Baker makes a motion to approve, Bedrick seconds, no discussion.

Motion approved 8/0

iii. CHAIRMANS UPDATE

- **Recognition of Emergency per DOE:**

Pursuant to March 12th guidance issued by the Governor, the chairman of the Windham Academy School Board declares an emergency due to the ongoing pandemic. This allows for a virtual Trustee meeting. The chairman cited that it was made open to the public, with its agenda, location, and call-in info posted well in advance.

We hope to be hosting the meeting in person next month.

- **Gratitude Spotlight:**

It takes many hands to make this village work. This month we would like to recognize two families who made a gracious donation to our school within the last month but wish to remain anonymous.

- **Monthly Charter Excerpt:**



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School Director: *The Director will be responsible for the leadership, day-to-day business affairs, and school operation as delegated and approved by the Board of Trustees. The School Director will lead, support, and engage with the school, which will:*

*Allow students and faculty to maximize their achievements
Establish a school culture built on respect, leadership, responsibility, and support
Execute relationships to work with local school districts
Assume overall responsibility for supervision of staff and students
Hire additional administrative and teaching staff as needed, with approval of the Board
Follow all State and Federal requirements and standards
Supervise and evaluate the work of staff
Oversee the class scheduling process
Supervise adequate testing and evaluation of students' achievement
Promote safety and good health practices by adherence to public codes/regulations.
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- **Monthly Quote:**

"Rest is not idleness, and to lie sometimes on the grass under trees on a summer's day, listening to the murmur of the water, or watching the clouds float across the sky, is by no means a waste of time"

- John Lubbock

iv. **DIRECTORS UPDATE**

- **Campus Update:**

Today was our end of the year parade! I am so excited the parade will be turning into an annual tradition. It was amazing to see the long line of cars eager to wave, honk, and celebrate! Over 90% of our families drove through today and their car decorations would give the Macy's Day Parade a run for their money! We are so proud to have made it through a difficult year. We were able to keep our humor about us and we talked at the end of the day that we are very excited to know we did it together as a team to pull each other through a pandemic.

- **End of Year Recap/Looking Forward to Fall:**

In the midst of doing some hiring. Rebecca Terrio will be stepping into the role of Special Education Coordinator; we are so so proud of you, Rebecca! Welcome to Caroline Jablonski, she will be one of our third grade teachers. Allison Kissel will be joining us as our sixth grade teacher and she's already been working with Kyra Burns and making sure our fifth and sixth grade students are being challenged and they are working on some new ideas. Melissa Coakley has been hired as a STEM-enrichment teacher; she will be covering subjects such as language and drama; she comes to us with a boatload of talents. We have a new Director of Curriculum which is Patty Miloro! I know you've already been working very hard on it. We are so excited for you, Patty! We also have a new receptionist, Olivia Abiad. Mrs. Golden will be able to assist in more



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administrative roles. Our 2020-2021 school year has come to a close and I could not be more proud!

v. PUBLIC COMMENT

No Comment.

vi. TREASURERS UPDATE

- May Financial Statements:

See financials provided by Caitlin Blundell or email Chris Baker for an additional copy; CBaker@tcewendys.com. During our May meeting I forgot to recognize our April donors; Veteran Chimney, Julie and Anthony Genovese, Bushra Zawaydeh, Natalie Dinler, Dress Down D Staff Donations (Uniform Assistance Fund), and Benevity Community Impact Fund.

May donations: Box Top Education, Karate International, Mabel's Labels, and Amazon Smiles.

As of May 31, 2021 we stand at a budget surplus and are on track with line items. Our revenue is slightly less due to fundraising but higher in Special Education revenue and donations to school. Our existing surplus will shrink due to some summer expenses. June also marks the last month of our fiscal year.

- Budget 2021-2022:

Donahue clarifies the following budgeted line items: Rediker, Funds for curriculum Purchase (\$10,000.00 math, \$10,000.00 science, and \$5000.00 for literacy). There are increased projected expenses for co-curricular activities; Let's Play Music and YMCA. Lastly, the projected budget for 44 iPad Minis has been reduced to 22 iPad Minis.

Baker makes a motion to approve the 2021-2022 school budget dated June 9, 2021, Donahue seconds.

No discussion.

Motion approved 8/0

vii. COMMITTEE UPDATES

- PTO:

Absent

- Communications:

Absent

- Facility:

The elevator has been finished and the state has signed off on it. It should be operational and waiting for the key to be turned to run it. It will be fully functional for teachers to move their things upstairs or downstairs as needed.



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- **Fundraising:**

A few parents reached out this week and they are already working hard behind the scenes. It is very exciting that we will have a much bigger committee than in the past.

- **Community Outreach:**

Absent

- **Family Outreach and Coordination:**

I've met with the committee we've put together of current and new families. Members put together questions for a survey for families to help us learn what we can do better. The committee would like to be properly introduced so when we make phone calls they will know who we are.

viii. OTHER BUSINESS

- **Other Business:**

Our new PTO chair is Kristin Bohne and she will be reaching out to families soon. The Curriculum Committee Chair is Christy Donahue. Deb Wait joins us as our Chair of Family Outreach and Coordination. The board approved an organizational chart last night with a unanimous vote. Mrs. Labo can share the organizational chart with the teachers and staff the next time they are all together again.

- **Officers Vote:**

Windham Academy Officers Vote for the 2021-2022 fiscal year:

Del Signore makes a motion for Donahue to maintain the position of Secretary. Sfeir seconds.

Baker confirms with Donahue that he is still interested in holding that position.

Motion Approved 7/0, Donahue abstains.

Sfeir makes a motion for Baker to maintain the position of Treasure. Del Signore seconds. No discussion.

Motion Approved 7/0, Baker abstains.

Del Signore makes a motion for Bedrick to remain the Vice Chair for the 2021-2022 fiscal year.

Fricchione seconds. No discussion.

Motion Approved 7/0, Bedrick abstains

Baker makes a motion for Cartwright to remain the Chair for the 2021-2022 fiscal year. Sfeir seconds. No discussion.

Motion Approved 7/0, Cartwright abstains.

Before concluding the meeting, Cartwright adds, "I'd like to thank the teachers for joining us especially on the last day of school before summer begins". Baker requests a round of applause for all the teachers and staff on the call.



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Next Meeting: July 14, 2021.

ix. ADJOURN

Baker makes a motion to adjourn; Sfeir seconds the motion.

The motion is approved unanimously 8 /0.

Meeting adjourned at 7:36PM