



The Windham Academy
1 Industrial Drive Board of Trustees Windham, NH 03087

Virtual Meeting, Via Zoom
Wednesday January 13th 2021 7-9PM
Meeting ID: 860 6295 0014 Password: 801805

i. WELCOME / CALL TO ORDER

Walter Cartwright (Chairman)	Sean Donahue (Secretary)	Jim Fricchione (Trustee)
Meg Bedrick (Vice Chair)	Vinny DeSignore (Trustee)	Kim Golden (Assistant Director)
Chris Baker (Treasurer)	Caitlin Blundell (CPA)	Sabrina Crooks (PTO)
	Mindy Labo(Director)	Brandie Shydo (Communications)

Walter Cartright (Chairman) called the meeting to order on Wednesday, January 13th, 2021 at 7:00PM.

ii. PUBLIC OPENING

- Pledge of Allegiance

The Pledge of Allegiance was said

- Approval of previous minutes from December 9, 2020.

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

Motion approved 6/0

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 zoom Trustee meeting. The chairman cited that it was made open to the public, with its agenda, location, and call in information posted well in advance.

“There are only two days in the year that nothing can be done. One is called Yesterday and the other is called Tomorrow. Today is the right day to Love, Believe, Do, and mostly Live.”

Dalai Lama

From the chairman, Thank you to our educators, as you are with our children every day and we are so grateful for that.

- Gratitude Spotlight:

This month's gratitude spotlight goes out to the staff of Windham Academy. Everyone has been working so hard to keep school clean, students and staff healthy, and the school open and



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running as normal as possible. To do this, we have asked a lot of more from our staff and parents. Staff has been so helpful coming in on their days off, staying late, extra cleaning, and covering lunches. A special thank you to Mark Melvin, Marianne Micciche, Karen Bulkley, Meg Bedrick, and Jenna Hardy. Also, a thank you to Brandy Shydo for the pre enrollment and lottery advertisement on our social media platforms. We are blessed to have these people to go above and beyond for our school. Thank you for continuing to do what you have been doing to continue to make this school great.

-Charter Excerpt (page 27/28)

(O) Admission and Enrollment Policy and Procedures Windham Academy is committed to building a strong and diverse community of learners. As an open enrollment public charter school any student that resides in the state of New Hampshire may apply for admission. Windham Academy methods of admission shall not be designed, intended, or used to discriminate or violate individual rights in any manner prohibited by law. Windham Academy will hold multiple pre-enrollment information sessions, in an effort to allow prospective families to learn more about Windham Academy and the public charter school experience.

Admission Procedures: Windham Academy will follow the basic method of admission that defines charter schools nationwide:

Admission shall be blind.

Should the number of applicants exceed capacity, students will be chosen randomly using a lottery system, with a wait list developed from the lottery overflow.

iv. DIRECTORS UPDATE

- Campus Update:

January is a fun time for teachers as it is now when they start to see their students mastering the daily routine and their progression of learning. Everyone deserves a huge thank you. We have been very lucky here at school regarding following the health guidelines and regulations. Students and teachers are doing an amazing job here at school and remote. When we are short staffed, it is great to have our staff helping each other out. We are very appreciative.

- Health Concerns:

At this time, not much has changed as far as health concerns. Our nurse did learn of a slight change in the quarantine guideline, but when more information is known, a note will go out to the parents. We will continue to inform our school community of any major health concerns.

- Current Waitlist Numbers and Pre Enrollment Numbers/Lottery:

At this time, our lottery for the 2021/2022 school year has closed. Any names that have been added



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after, are automatically put on the waitlist. Currently there are over two hundred names across kindergarten through 6th grade. We will send out lottery numbers and the information on how the lottery works to families very soon. The lottery date has been set to Tuesday February 9th at 7:00pm. We can not have families attend in person at this time, but it will be on Facebook Live from the Windham Academy Facebook page as well as be recorded. Siblings of current students are automatically accepted as long as we have open space available. Intent to return slips from our current students are due at the end of January. As for current waitlist numbers, nothing has changed since the last meeting. Parents are still putting names on our waitlist for this year as well.

v. PUBLIC COMMENT

No Comment.

vi. TREASURERS UPDATE

- December Financial Statements:

See financials provided by Caitlin Blundell or email Chris Baker for an additional copy;
CBaker@tcewendys.com or put your email in the chat and it will be sent to you.

Thank you Caitlin for compiling all of this information. A few highlights:

- The Net Surplus as of 12/31 is \$438,944 primarily due to the second State Adequacy Aid Payment was received in November totaling \$521,752.
- The school has met budget expectations for Gifts/Donations of \$25K due to the \$10K Challenge.
- Property Taxes totalled \$38,139 for the full year compared to \$60,000 Budgeted.
- Expenses are in line with budget at 39% for the full year.
- The balance in the Uniform Assistance Fund is \$323.

Thank you to the following for your donations. They are greatly needed and appreciated:

Sara Comeau
Sarah Jenson
Mary Nardella
Mary Nardella
Redline Welding
Judith Hersey
Lucas Anderson
Veteran Chimney
10K Challenge Cash Donations
Jeffrey Barrett
Stephen Lavalley
Woodlins Inc.



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vii. COMMITTEE UPDATES

- PTO:

- Pencils to Pals: We are prepping for pencils to pals (information is coming out next week). We will need help for this, therefore we will reach out to our members.
- Projector:We received a donation from a parent in Jen Bragg's class that donated a projector. It is a huge hit! If other teachers would like one, that family is willing to help supply more.
- PTO used some of their funds to get a new microwave and toaster for the teachers in the staff room.
- The Giving Tree was very successful. Teachers received lots of items off their Amazon wish list.
- The next PTO meeting is Wednesday, January 20th at 6:00pm as a zoom meeting. Information has been posted on the Windha Academy PTO Facebook page. Everyone is welcome and PTO is always looking for new members.

- Communications:

- The committee is working with Mrs. Wilcox (art teacher) to create art for WA note cards. Students will create artwork that can be printed on note cards or used as thank you notes, etc.
- Donor Information Package: We are creating a package of information to present to community partners/donors.
- Virtual Tour: We have begun to work on a digital tour for prospective students and donors.
- NH Fish & Game Schoolyard Habitat Grant- We are exploring options for applying for this grant to create an outdoor learning space. Grant application is due January 29th and is awarded in June (\$500-\$2000 available per award).
- Completed projects: December Gift card Raffle winners have been posted to the website. Lottery information has been posted on the website and Facebook and will be posted again prior to the lottery. Intent to return forms have been posted on the WA homepage.
- Ongoing: Website and social media updates as usual.

- **Facility:** elevator company has been in this week and everything has been moving forward and it is on track to be finished. We will soon have an active elevator.

- **Fundraising:** There will be an event that will be starting at the beginning of February. The committee will reach out to all parents and on social media about this event.



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viii. ADJOURN

Del Signore makes a motion to adjourn; Donohue seconds the motion.

The motion is approved unanimously 6/0.

Meeting adjourned at 7:24PM