



The Windham Academy
Board of Trustees

1 Industrial Drive
Windham, NH 03087

Windham Academy Board Meeting
Wednesday October 13th 2021 7-9PM
Meeting ID: 827 2933 4145 Password: 746080

i. WELCOME / CALL TO ORDER

Walter Cartwright (Chairman)
Meg Bedrick (Vice Chair)
Chris Baker (Treasurer)
Vinny DeSignore (Trustee)
Jim Fricchione (Trustee)
Al Sfeir (Trustee)

Mindy Labo (Director)
Kim Golden (Assistant Director)
Patty Miloro (Curriculum Director)
Rebecca Terrio (Special Ed. Coordinator)
Caitlin Blundell (CPA)

Committees:
Tony Deluca (Community Outreach)
Rob Skowrya (Fundraising)
Kristin Bohne (PTO)
Deb Waitt (Family Outreach)

Absent: Karl Dubay (Trustee), Sean Donahue (Secretary), Christy Donahue (Curriculum), Brandie Shydo (Communications)

Walter Cartright (Chairman) called the meeting to order on Wednesday, October 13, 2021 at 7:01PM.

ii. PUBLIC OPENING

- Pledge of Allegiance
The Pledge of Allegiance was said
- Approval of previous minutes from Sept 8, 2021 .

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

Motion approved 6/0

iii. CHAIRMANS UPDATE

- Gratitude Spotlight:

This month we show our gratitude to the Sfeir family for their support in building the playground. The kids are out and enjoying it everyday. We would also like to thank Kevin Landry for donating all the swings for the two swing sets. Lastly, we thank the children; they are why we are here. The children are what draws some of our trustees here. There are multiple trustees who give up their time and finances who do not have children enrolled at the school and it is because of these wonderful kids.

- Monthly Charter Excerpt:

Academic and other learning goals and objectives: Among the variety of measures to be used for accountability and informing instruction, heavy emphasis will be placed on practices that meet the criteria for authentic assessment. Of central importance in this process will be the development and periodic review of electronic student portfolios, uniquely designed to chart progress in demonstrating growth in the characteristics of thoughtful, imaginative, and



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productive young leaders. Windham Academy will strive for academic excellence as defined below.

- *All academic courses will have succinctly stated learning goals and objectives,*
 - *Students will meet the performance objectives for applicable subjects for all subgroups each year, or will meet any alternative state performance goals.*
 - *Research based assessments will demonstrate that students are proficient or advanced in reading,*
 - *Students will master the performance objectives each year as measured by multiple formative and summative assessments (tests, performance tasks, exhibitions).*
 - *Students will demonstrate positive levels of interest in learning at high levels each year in at least a majority of their classes as measured by documented teacher observation and a student survey instrument.*
 - *All eighth graders will satisfactorily complete a capstone project that represents a culmination of each student's learning and research that draws both broadly and specifically from each student's education.*
 - *Upon promotion from grade eight, students will demonstrate an advanced ability to originate and proceed with exploring a line of questioning that leads to a deeper understanding of ideas and concepts.*
 - *Upon promotion from grade eight, students will demonstrate an understanding and performance skills of language as used in influencing how one perceives the world, thinks about it, and chooses to act upon it - as measured by a rubric for assessing relevant evidence contained in each student's portfolio.*
 - *Upon promotion from grade eight, 100% of graduates will have given public presentations.*
 - *All students will contribute to a respectful community environment (p. 18).*
- **Monthly Quote:**
"Life starts all over again when it gets crisp in the fall"
-The Great Gatsby

iv. DIRECTORS UPDATE

- **Campus Update:**

Things are going great at school! I hope you enjoy seeing some of the new additions to the building. Al, that playground has made a world of difference to the students. There is more space for them to run and so much more for them to do. School has been fantastic, things have been busy. As you can see, when the students get out of the car in the morning our favorite thing is to see the smiles and laughter as they get out of the car and head to the classroom. They are so happy to come to school. A huge thank you to the Skowrya family for spoiling the staff with breakfast last week; you surprised the teachers and I want to thank you for that. We are preparing to host our first Scholastic Book Fair October 25-29th. Notices will be going home soon with more details. We will work out a time for families to come walk through the book fair with the kids after school but also a time for the kids to walk through during school hours. We will need volunteers for the book fair. The book fair will be held in the auditorium.



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We have a new staff member, Mrs. Boadhursts aka the former Ms. Stevens! Her wedding was last week. Mrs. Broadhurst is going to help us coordinate Destination Imagination. It is the New Hampshire program where teams of students work creatively to meet a goal or to solve a problem with a team leader. Some challenges are on the spot with a short time frame to put together but others are well thought out, structured activities that they would present at the state level. Once we get into the month of May, it could go worldwide. More information is to come.

As a school we are required to begin safety procedures such as fire drills, shelter in place, and scan in place. At the elementary level, lockdowns (such as when privacy for someone experiencing a medical emergency) will be practiced but for the littles we may explain it as there being turkeys outside and we need to wait them out inside the building. October is fire safety month; the fire department plans to visit and the students will get a chance to see the fire trucks.

We have a date for picture retake day, November 2, 2021.

- **Enrollment/waitlist information:**

Mrs. Golden shares that we have 116 names for the lottery. Many of the names are siblings of current students. We still need current families to complete the forms for the siblings. Siblings automatically get a spot. We have until the end of December to add to the lottery list. This year we are looking to fill a first grade and kindergarten spot. Tours continue to be given to those who wish to learn more about our school.

- **Curriculum Update - Patty Miloro:**

I am looking into the possibility of arranging field trips to the Amazon distribution factories to see how the robotics work, the different bays in the factory, how they code items and bring the products to be shipped out, etc. Amazon offers a virtual coding challenge where students code the robots to pick up certain products within the factory. Potential field trip dates are being worked out.

I had a great meeting with a parent, Rita. She is the professional development coordinator to the Mass Audubon. An educator herself, she offers professional development and support for teachers in making connections to nature, science and literacy. There are two great programs offered with the option to customize programs; perhaps a Windham Academy chicken farm where we could have students incubating eggs in the STEM area or build a chicken coop outside. The kids could sell the eggs and learn about finances and economics. Additionally, students could engage with the community to build the coop.

Brandie Shydo has connected us with an author and scientist who works for the Navy. She wrote a book titled, "What is a Scientist?" and she does presentations for adults and children.



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iReady testing begins next week. We can use the results from the test to align with the ST Math program so students will be able to sign into ST math and the program will be catered to their academic level based on how they did on iReady.

- **Special Education Update - Rebecca Terrio:**

I have been arranging special education services and 504 plans for our identified students as well as reaching out to LEA's to confirm the relevant outside service providers, such as speech and OT, have been arranged or are in the process of being arranged by the LEA.

One aspect of my new position is counseling. I have been to each classroom to teach a whole-class lesson on a well-known, research and evidence-based program called The Zones of Regulation. This program aims to educate students on self-regulation skills such as being able to recognize and respond to their emotions in a positive way in order to meet the demands of the environment and be successful socially. I find this program is a great way to highlight the character education we strive for within our charter.

Overall, stepping into this role has been very rewarding; it is right up my alley when it comes to organizing and facilitating student services. I continue to participate in professional development webinars and brush up on professional literature in the field of special education. My application for full-licensure in the area of special education has been accepted by the state of New Hampshire and I was awarded that credential in replace of the intern credential I previously held. All in all, I am very happy in this new role.

- **Update from Task Force - Mrs. Labo:**

Last month when we saw some positive cases in the building we wore masks for a brief period of time. The kids did well, they took mask breaks, and spent time outside to get fresh air. We are past that now and are back to offering choice when it comes to wearing masks. There are still a lot of students and staff wearing masks. As of today, we heard of one case and late in the day we just heard of the possibility of an additional case so when that is confirmed we will be sending that information out. The task force came up with a matrix moving forward which identifies what happens if we have more cases and what we plan to do in regards to masks. The matrix was created by the state and provided to us by the state.



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Windham Academy COVID-19 Indoor Face Mask Decision Matrix

Level of School Transmission	Masking Protocols
Minimal <i>Zero or sporadic cases with no evidence of transmission within the school.</i>	Mask Optional Continue with cleaning/hand washing protocols as outlined in the 2021-22 school reopening plan.
Moderate <i>One cluster* in the school</i>	Targeted Mask Mandate. Masks must be worn by close classroom contacts (<i>i.e. students/staff from classroom in which the cluster has been identified</i>) in all indoor settings for a period of 10 calendar days.
Substantial <i>Two or more clusters in the school.</i>	Universal Mask Mandate Masks must be worn by all Windham Academy community members (i.e. students, staff, and visitors) in all indoor settings for a period of 10 calendar days.

*A cluster in a school setting is when two (2) or more students/staff within one classroom receive a positive test result within 14 days of each other.

Mrs. Golden shares on behalf of Nurse Barth a program with Convenient MD known as the SASS Program. The SASS program works with schools to test asymptomatic children at school for parents who wish to opt-into the program. The first step is to gauge interest, then Nurse Barth would look to see if the SASS program could send staff to administer COVID tests or depending on the number of interested families, Nurse Barth would administer the tests herself once a month. Nurse Barth would then send the tests out to Convenient MD. A letter with more info will be coming out.

Cartwright reiterates, this is an opt-in program and a survey of interest will be sent out. As a parent, you have to sign up for this program and nothing would be done without your full consent.

A message in the chart log: is it antibody testing?

Mrs. Golden: I believe it tests for covid in asymptomatic students.

Baker confirms SASS stands for "Safer at School Service" if families would like to research it more.

v. TREASURERS UPDATE

- September Financial Statements:

See financials provided by Caitlin Blundell or email Chris Baker for an additional copy; CBaker@tcwendys.com. Additional funding comes in at the end of November. Windham Academy has not needed to utilize our line of credit. Our net surplus stands at \$388,851.00 with an additional \$22,000.00 in lease aid payments. All expenditures are consistent with the budget with no concerns at this time.

The fund balances as of September 30, 2021:
PTO \$5884.00



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Uniform Assistance Fund: \$1,767.00,
Student Council: \$208

Prior month donations came from the Skowrya Family, the Pedro Family, and the Carlstrom Family.

Please remember to support our school through smile.amazon.com. Select Windham Academy as your charity. The quarterly amount we received through Amazon Smile is just over \$14,000.00

vi. COMMITTEE UPDATES

- **PTO - Kristin Bohne:**

Sunday is the first family event, Trunk or Treat! There are 25 cars signed up and the time has changed to 1-4pm. There will be a basket raffle at the end of the Trunk or Treat event. Families will be able to buy raffle tickets at the event. In November, the PTO will host a food drive between November 1 through the 17 for Food for the Hungry. Art to Remember is being organized by Tina. On December 10, 2021 the PTO will host a Festival of Trees event. There is already huge community support with donations including Red Sox tickets, Fisher Cats tickets, restaurants gift cards, etc. and Dunkin Donuts is donating hot chocolate for that night. The next PTO meeting is tomorrow at 6:15PM.

- **Curriculum:**

We are busy during the beginning of the school year getting things off the ground. The lion's share of the work was done this summer.

- **Communications:**

Communications is cleaning up the website with updates. There is a new email system and blog set-up. I am working with Fundraising and PTO to make sure the promotions are going out.

- **Facility:**

No updates at this time; things are going well and running smoothly.

- **Fundraising - Rob Skowrya:**

The first annual Golf Tournament will be held October 25, 2021 A flyer went out last week. We are looking for more teams to participate. Thank you to all who have been joining the fundraising meetings. We have been calling local businesses for sponsorships but are still looking for more sponsors. The next event will be the January Raffle Calendars. In late February we plan to host a Gala where parents can get together and enjoy eachothers company.

- **Community Outreach - Tony Deluca:**

The Community Outreach Committee has been helping with the Golf Tournament to get sponsorships. The Salem and Londonderry Chamber of Commerce are having schools join



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meetings with local businesses. This will be a good opportunity to have a networking event at the school to get local businesses involved and show them our school. We would like to have a representative from Windham Academy at the local Chamber of Commerce events when possible.

- Family Outreach and Coordination - Deb Waitt:

Phone calls and messages have been made to families. Unfortunately, we have not received a single call back. The Family Outreach Committee will go to the Trunk or Treat, Festival of Trees, and other events to be visible to the people.

Next Meeting: November 10, 2021

vii. ADJOURN

Bedrick makes a motion to adjourn; Fricchione seconds the motion.

The motion is approved unanimously 6 /0.

Meeting adjourned at 7:51PM