

Katie Anderson	Kim Crowley
Mike Gallagher	Liz Haven
Alan Jordan	Howie King
Ken Linehan	Laura Nelson
	Brenda Willis

Tuesday, August 5, 2014**6:30 p.m.****1 West Running Brook Lane. Derry, NH 03038****Minutes****1. Call to Order at 6:30 p.m.**

- a. Roll Call: All present except Howie King and Mike Gallagher.

Also in attendance: Liz Verity, guidance counselor for Next and Barbara Oliveria, representing Next Choice PTSA.

Approval of Minutes from [7.1.14](#)

Motion made by Katie Anderson to approve minutes from 7.1.14 as amended. Seconded by Liz Haven. Motion approved unanimously with Ken Linehan abstaining from vote.

2. Governance: Director Report - Discussion

- a. Facility Update

- i. Timeline

Justin Krieger presented a brief timeline of events beginning in June, when the co-directors approached DCSD regarding renewing the lease, and culminating with the July 18, 2014 Derry Cooperative School Board decision to move Next to West Running Brook Middle School (WRBMS) from Gilbert H. Hood Middle School (GHHMS). Justin Krieger pointed out that the subsequent move was completed in four days and commended the efforts made by the custodial and maintenance crews in the school district. As of this board meeting, 8.5.14, there is no lease in place.

- ii. Lease 14-15

Regarding the lease, Laura Nelson asked that the co-directors contact her directly.

- iii. Transportation

Joe Crawford reported that because of the move, daily transportation plans may need to be re-assessed. The Next Choice PTSA has been working hard to find solutions to transportation needs. As of this board meeting, there is no recommendation to add bus transportation back into the budget.

- iv. Building Access

Per Joe Crawford, a representative from the Department of Homeland Security will tour the Next space at WRBMS and then make a recommendation regarding a separate entrance for Next.

- v. Technology

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-LCD projectors (3)- Need to be moved from GHHMS and be re-installed in the new space at WRBMS. ProAV, the original installers, have provided a quote. The logistics of the move will need to be planned.

-Internet- Justin Krieger noted that the internet connectivity for students/staff from GHHMS to WRBMS will also need to be addressed. Laura Nelson pointed out that, unlike GHHMS, WRBMS does not have high-speed internet available and negotiations related to it have been ongoing.

-Phones- Joe Crawford has been looking at phone solutions, as Next would like to keep the current phone number and maintain an external line. He mentioned the possibility of utilizing a cell phone that could hook up to a console. Laura Nelson noted that the DCSD no longer uses Fairpoint, and has contracted with another company.

vi. Communication

There have been two meetings scheduled regarding the move to WRBMS. The first date, 8.14.14, is for returning Next students and families. The other, planned for 8.28.14, will be for new students and families and will also include an orientation. Next staff is also planning home visits with each Next student. Ken Linehan asked what the cost of the move was and who would be responsible for it. Laura Nelson responded that there had been no discussion on that matter. The co-directors provided the following estimates:

Pro-AV- \$3000.00

Secure Entrance- \$1500.00

Phone line- \$1000.00

There are also costs related to hiring an electrician, employee compensation beyond contract, and for new and relocated Next signage.

Ken Linehan asked if there had been discussion regarding compensation or a payment decision as a result of the move, and Laura Nelson replied that the decision would be made by the DCSD.

b. Enrollment Update

Next is currently fully enrolled with 45 students. Because one enrolled student has plans to move to another state in October, the Co-directors have petitioned the NH Department of Education commissioner seeking to increase the enrollment to 46 students. The Co-directors would like to offer the spot to the next waitlisted student before the school year begins to ensure an easy transition for the new student. Ken Linehan asked if there had been any students to leave Next. Joe Crawford reported that there were four current students who had withdrawn and there was a possibility of one new student withdrawing.

c. JumpRope Update

Justin Krieger reported that staff training with this competency reporting system is ongoing, and that JumpRope offers easier access for parents and students. Because JumpRope is a start-up company, and is using Next as a pilot program, there will be no cost to Next for 2014-15. Alan Jordan asked about the cost structure for this program, the response was \$12.00 per student and \$2000.00 as a set up fee. Justin Krieger also mentioned that schools in Maine are utilizing JumpRope.

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d. Staff update

Justin Krieger reported that the ELA position is still open with a potential candidate. The potential candidate is considering another opportunity in conjunction with the ELA position at Next, and will be making a decision on or before Tuesday 8.12.14. Kim Crowley noted that there is no board meeting scheduled until September. Ken Linehan suggested that the board could authorize the co-directors to make a decision regarding the hiring for this position, and Laura Nelson agreed.

Motion made by Ken Linehan give the co-directors authority to hire for the ELA position. Seconded by Katie Anderson. Motion passed unanimously.

Alan Jordan asked about the potential candidate and Justin Krieger stated that the candidate has worked in higher education in a guidance capacity and has exceptional writing capabilities. Alan also asked if the Directors had other candidates of interest if this person did not accept the job offer. Justin Krieger said no other candidate right now is of interest to be this far into the hiring process.

3. **Governance: Staff Nominations - Action Required**

a. Liz Verity, Guidance

Joe Crawford presented Liz Verity as a candidate for the Guidance position. A former juvenile parole and probation officer, Liz has a masters degree in counseling and did an internship at Gilbert H. Hood Middle School. The Co-Directors, having worked with Liz in the past, approached her when the decision was made to create a guidance position. Kim Crowley asked the board if there were any questions for Liz. There were none.

Motion made by Alan Jordan to nominate Liz Verity for the Guidance position at Next Charter School. Seconded by Katie Anderson. Motion passed unanimously.

4. **Governance: Continuing Enrollment Update - Discussion**

a. [Enrollment Policy Recommendation](#)

Justin Krieger revisited the discussion from the July board meeting regarding giving the co-directors more authority regarding student attendance and meeting the mission of Next Charter School. Regarding the legal review of the policy, the attorney for Next is currently vacationing and there are no language revisions or recommendation as of yet. Other charter schools that were approached do not currently have these types of stipulations or measures as part of their current enrollment policies.

5. **Fiscal: Financial Reports - Action Required**

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- a. Balance Sheet
- b. Income Statement
- c. Audit

Justin Krieger presented the financial statements. He then addressed questions posed by Mike Gallagher via email regarding the reports.

Motion made by Liz Haven to accept the financial statements as presented. Seconded by Alan Jordan. Motion passed unanimously.

Justin Krieger also noted that the pre-audit had been completed and that there was nothing to report as of this date.

6. Governance: Board Goals and Committees

- a. Board Goals 14-15 - **Action Required**

Motion made by Katie Anderson to accept board goals as presented by Kim Crowley. Motion seconded by Liz Haven. Motion approved unanimously.

- b. Establish Committees 14-15

Kim Crowley noted that there no longer is a Strategic Planning Committee, but rather the full board will work together to establish a 3-year strategic plan. This will require the board to engage in 1 - 3 group work sessions beginning September or early October, possible on a Saturday or an evening. Kim Crowley also intends to ask John Moody to attend the first of these sessions to provide training to the board in building a strategic plan. Ken Linehan suggested expanding the regular monthly board meeting for one or all of these planning sessions. Alan Jordan agreed, and suggested it could be held before the monthly board meeting with a hard stop time. Kim Crowley also reminded all Committees to take minutes and post them to the appropriate Google Drive folder to be set up by Karen Woodes.

7. Committees Reports

- a. Curriculum Report - **Discussion**

Kim Crowley reported that, as the Curriculum Committee is in transition, She and Alan Jordan attended the meeting. Kim reported that the Next staff is working to revise a curriculum to mirror the mission of the school, stressing *individual* success for students regarding competencies. A revised curriculum framework will be presented to the board at the September board meeting.

Next Charter School

A public high school of choice in Derry, NH

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8. Other Business

Kim Crowley provided updated contact information for the Next board. Kim Crowley reported that Mike Gallagher asked for a Next Choice PTSA update at one of the fall board meetings. As Barbara Oliveira, the PTSA Vice President, was in attendance, she provided the following update. The PTSA is currently working on fundraising efforts for the next year, including the 99 Restaurant dinner and the Fisher Cats baseball game. The PTSA has also offered to take over the preparation for the Derry Holiday Parade float. The Next Choice PTSA has been instrumental in helping families with transportation needs, and the co-directors will contact Debbie King, our PTSA President, to brainstorm new ideas. Kim Crowley told Barbara that in a future meeting a representative from the PTSA would be invited to report to the board. In the meantime, it was agreed that the minutes from the PTSA meeting would be shared with Karen Woodes, who would then forward to board members..

Kim Crowley asked if there was any other new business. There was none.

Motion made by Katie Anderson to adjourn meeting. Seconded by Ken Linehan.

Meeting adjourned at 7:31 p.m.

Respectfully Submitted
Karen Woodes