## Board Members

Kirsten Kortz (Board Chair)
Jen Lague (Vice Chair)
Jonathan Dugan (DCSD)
Isobel Graves
Doug Rathburn
Joe Crawford (Assistant Superintendant, DCSD)
Beth Carrasquillo (Treasurer)
Kerry Matheson
Paul Lutz (DCSD)
Nichole Reimer

**February 8, 2024**
**6:00 p.m. Board Meeting**
**Location: Next Charter School w/ virtual option:**

**Meeting ID**
**meet.google.com/ftp-jqpx-wrs**

**Phone Numbers**
**(US)+1 225-629-3172**
**PIN: 876 581 380#**

**MINUTES**

1. Call to Order at 6:04 pm - **Roll Call** all present except for Doug Rathburn.

2. Student Representative: Jessica Parolise

Jessica reported that the last module and ILP days went well. There will be student-led activities in the next ILP days. Yearbooks are on sale, the MCC class is going well for those attending. The high school Penguin Plunge is on Saturday, and Next is in 8th place in the state for fundraising. Ms. Bates is coordinating times for capstone students to hold interviews with people from the public.

3. Guests:
    - New student and parent

A newer transfer student and parent were present and shared a bit about what attracted them to Next and how they are finding the mid-year transition. Discussion ensued.

4. Approval of Minutes:
    - Consent Agenda Items:
        i. December Financial Statements
        ii. January Meeting Minutes

**Motion to approve all Consent Agenda Items made by Jen Lague. Seconded by Nichole Reimer. Motion approved unanimously with Paul Lutz and Nichole Reimer abstaining from Minutes vote.**

5. Board Recruitment Discussion
    - Potential new board members

Emily reminded the Board that it is time to think about potential new Board members.

6. Directors Report:
    - Budget Review

Emily will share the anticipated budget via email next week, for discussion at the March board meeting.

    - Staffing Update

Emily reported that a new school counselor has accepted the job offer verbally and will be starting soon.

    - Enrollment Update

As of today there are 79 students. Application numbers are up for next year. Next is planning on 18-19 open seats for 2024/25.

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- 2024-2025 Budget discussion

Tabled to the March meeting

- Audit Update
  i. Audit is complete
  ii. Engagement letter for next year

Monique Hopkins from Vachon-Clukay was present via Google Meet to present the audit. She reported that Next Charter School had received a Clean Audit Opinion, there were no findings or management weaknesses. Monique reviewed the Financial Statements noting that Next is in a good financial position.
Emily will share the complete audit with the Board and a vote for acceptance will be taken after review.

7. Policy Review:
   - Policy Review :
     i. HR Topics: Paychex Offer Letter vs. Next Offer Letter

Emily has been in discussion with Paychex regarding employee offer letters. Joe Crawford suggested contacting the Next attorney for clarification

8. Community Input
   - Next welcomes input from attending community members according to our policy found here, and accessible from our website, www.nextcharterschool.org.

Emily noted that she is the featured speaker at the Greater Derry Londonderry Chamber luncheon next week.

9. Non-Public Session

10. Motion to Adjourn

**Motion made by Jen Lague to adjourn the meeting. Seconded by Kerry Matheson. Motion approved unanimously.**

Meeting adjourned at 7:23 pm

Respectfully Submitted,
Karen Woodes