

Next Charter School

A public high school of choice in Derry, NH

Board Members

Katie Anderson	Brenda Willis
Stephanie Burke	Laura Nelson
Mike Gallagher	Alan Jordan
Jennifer Lague	Howie King
Cara Procek	

May 12, 2016

6:30 p.m. Board Meeting

Next Charter School, 5 Hood Road, Derry NH 03038

MINUTES

1. Call to Order at 6:33 pm.

a. Roll Call. All present except for Katie Anderson, Laura Nelson, and Jennifer Lague. Howie King asked the board to ratify Wendy Smith as a new Next board member.

Motion made by Mike Gallagher to ratify Wendy Smith as a member of the Next Board. Seconded by Stephanie Burke. Motion approved unanimously.

2. Governance - Consent Agenda Items - Action

- a. Approval of [4.5.16 meeting minutes](#)
- b. [March Financial Statements](#) (Balance and Income Statements)
- c. [March Quarterly Report](#)

Motion made by Stephanie Burke to approve all consent agenda items. Seconded by Brenda Willis. Motion approved unanimously with Mike Gallagher, Alan Jordan, Wendy Smith, and Cara Procek abstaining from approval of 4.5.16 minutes.

Based on the Financial Statements, Mike Gallagher suggested paying off some of the outstanding renovation debt.

Joe Crawford noted that approval of the non-public minutes from the 4.5.16 meeting had not been included in the Agenda. Minutes from the non-public meeting regarding Enrollment Exception letters were circulated.

Motion made by Brenda Willis to approve non-public minutes regarding Enrollment Exception requests. Seconded by Stephanie Burke. Motion approved unanimously with Mike Gallagher, Alan Jordan, Wendy Smith, and Cara Procek abstaining from vote.

3. Directors' Report - Discussion

- a. Enrollment
 - i. Current

There are 53 students enrolled at Next, 46 Derry and 7 non-Derry students. The 90% Derry enrollment rule still applies as some Derry students have moved outside of Derry.

- ii. Future

Ten new students have committed to Next for the 2016-17 school year. Based on last year's influx of students after the Application window closed, more seats should be filled. If Derry seats are not filled by mid-August, they may be offered to non-Derry students. Mike Gallagher asked if it was possible to adjust the enrollment cap and Justin Krieger noted that the Next board had left the option open to be reviewed at a later date.

- iii. Community Outreach

Justin Krieger reported that there are two planned Information Nights, May 26 and July 11, 2016. Postcards have been mailed and Facebook ads will continue. The Co-directors continue to talk with middle school students and staff, and representatives from Pinkerton Academy will be visiting in May. The Co-directors have reached out to the Derry News and Nutfield News regarding the information Nights and the first Next Graduation to be held on June 16, 2016. Joe Crawford and Next students will be attend and

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present at the DCSD Tech Fair.

b. Staffing 2016-2017

Justin Krieger- Staff letters of agreement have been signed and returned. Additional staff includes Bailey Rodgers as a half-time Art teacher, and Kim Crowley as the full-time Capstone Coordinator. Mike Gallagher asked if the agreements were consistent with the proposed budget. Justin Krieger confirmed that all contracts stipulate "pending board approval".

c. Future Revenue Efforts

The Co-directors are exploring ways to increase revenue, including researching Title1 grants. Next has been approached by online companies who offer grant writing help by subscribing to a service. Justin Krieger asked to board for feedback or past experiences regarding these services. He added that Title 1 grants reallocate money not collected, and that the Free and Reduced Lunch Program is considered when obtaining a grant. Brenda Willis has attended a workshop on grant writing and will forward information to the Co-directors.

d. Director Q&A

There were no questions.

4. *Fiscal*: Draft 2016-2017 [Budget](#) and [Executive Summary](#) - Action

Mike Gallagher- The Finance Committee met with the Co-directors and reviewed the proposed budget line by line. Howie King reminded that numbers are based on 57 enrolled Derry students. Highlights of the budget are noted in the Executive Summary.

Motion made by Mike Gallagher, on behalf of the the Finance Committee, to adopt the budget as presented. Seconded by Alan Jordan. Motion approved unanimously.

5. *Governance*: Insurance Coverage 16-17 - Action

a. [Primex Proposal](#)

Justin Krieger reminded that PLT is dissolving. Insurance coverage will now be provided by Primex with the same coverages at a lower rate.

b. [Public Officials Coverage](#)

After discussion regarding specific coverages, Board members were urged to email questions to Justin Krieger who will follow through with Primex. Answers will be circulated to the Next board via email.

Vote tabled to the next meeting.

6. *Governance*: [Lease Agreement](#), 2016-2026 - Action

Mike Gallagher inquired about the process for renewal. The board discussed Section III of the agreement., In order for the DCSD to extend another 10 year lease, the voters would need to approve the action in a warrant article.

Motion made by Mike Gallagher to approve the Lease Agreement. Seconded by Stephanie Burke. Motion approved unanimously.

7. *Governance*: [MoU Agreement](#) with the DCSD, 2016-2017 - Action

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Mike Gallagher led a discussion regarding the "appointment of trustees" wording in the MOU.

Motion made by Alan Jordan to approve the MoU Agreement with the DCSD. Seconded by Stephanie Burke. Motion approved unanimously.

8. Governance: 2015-2016 Performance Survey - Discussion

The Co-directors will work with Alan Jordan, creator of the Performance Survey, to distribute the link to Next parent/guardians. Cara Procek asked if, based on data collected, changes are made, and Justin Krieger confirmed that data is used for the future planning.

9. Governance: Committee Updates

a. Nominating Comm

Howie King reported that the Nominating Committee is seeking new board members and that June is the annual meeting for new Executive Committee members. The Nominating Committee consists of Howie King, Stephanie Burke, and Jennifer Lague.

b. Policy Committee

Tabled to June meeting

10. Other Business

a. June Meeting Date

Next Exhibition Night is planned for June 7, 5:30-6:30 pm. The June Board meeting will begin at 7:00 pm.

b. Summer and Fall Meeting Date(s)

There will be no Next Board meetings in July or August. The Curriculum Committee will meet with staff during the summer and the results will be presented in September meeting. Other Committees will be finalized at the June board meeting.

c. 16-17 Calendar Revision

i. November 8th changes from No School to TW

ii. November 16th changes from TW to School Day

Motion made by Mike Gallagher to approve revisions to the 2016-2017 Calendar. Seconded by Stephanie Burke. Motion approved unanimously.

11. Community Input

a. Next welcomes input from attending community members according to our policy found [here](http://www.nextcharterschool.org), and accessible from our website, www.nextcharterschool.org.

12. Motion to Adjourn

Mike Gallagher asked the Board to look to the fall to schedule meetings twice per year with the DCSB.

Motion made by Mike Gallagher to adjourn meeting. Seconded by Stephanie Burke.

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Meeting adjourned at 7:48 pm.

Respectfully Submitted,
Karen Woodes