

Board Members

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|-----------------|-------------------|
| Katie Anderson | Brenda Willis |
| Stephanie Burke | Laura Nelson |
| Mike Gallagher | Adam Burch |
| Jennifer Lague | Howie King, Chair |
| Cara Procek | Wendy Smith |

September 6, 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 Laura Nelson, Brenda Willis, Adam Burch, Wendy Smith, and Mike Gallagher. Also absent- Justin Krieger.

2. Governance: Consent Agenda Items - Action

- a. Approval of [6.7.16 minutes](#)
- b. [May Financial Statements](#)
- c. [June Financial Statements](#)
- d. [Board v Actual Statement](#)

Motion made by Jen Lague to approve all Consent Agenda Items. Seconded by Katie Anderson.

Motion approved unanimously

3. Directors' Report - Discussion

- a. Enrollment
 - i. Current

Enrollment on day one was 64 students, not the planned 65, due to a last minute withdrawal. A new application has been received and will be discussed in non-public session. Currently there are 52 Derry and 12 non Derry students.

- ii. Future

The planned maximum enrollment for 2017-18, reported to the NH Department of Education today, is 75 students.

- b. Summer Highlights
 - i. Students

Because Next did not move this year, staff had increased opportunity for 1 on 1 work with students. Kim Crowley was able to plan Capstone/Internship meetings.

- ii. Graduation

There was great feedback on the Graduation. There may be challenges next year due to a larger graduating class. The projection for 2017 is for 14 graduates.

- iii. Audit

Representatives from Melanson-Heath came to Next in June/July and continue to gather information. The tax return is due in November. In previous years, Melanson-Heath has presented the tax return at the

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December board meeting for board approval before submission. (last year this was not done)

iv. Handbook and Systems

Staff has formalized procedures and structures for future reference, and the completed Parent/Student Handbook has been shared with families. Howie King noted that in year 6, there will be one Director, not two. Joe Crawford confirmed that the long-term plan has always been to phase out one Director. Cara Procek asked about the loss of teaching time for that Director. Per Joe Crawford, a good model would be for the Director to continue to teach 1-2 classes per day.

v. JumpRope and Reporting

Next staff is working with JumpRope to create a better way of sharing all student progress, including ELO's, Rosetta Stone, and Pinkerton Academy courses.

c. Grant Funding Opportunities

i. Title I

Next received \$23,000.00 in Title 1 grant money. The funds awarded are based on the school free/reduced lunch figures. These funds will be used to pay for Americorps staff, allowing extra help for targeted students.

ii. Professional Grant Writing Options

Joe Crawford presented options to, and asked the board for direction regarding the hiring of a grant writer. Options include paying at an hourly rate, or hiring company for a flat fee. Discussion included the options of adding to next year's budget or addressing options sooner, and the possible uses for grant money received.

d. Director Q&A-

No questions.

4. Governance: [Curriculum Framework 2016-2017](#) - Action

a. [Executive Summary](#)

Graduation requirements are unchanged at 20 credits, including 4 credits of math. If student plans include college, staff is urging 4 years of math.

Motion made by Stephanie Burke, on behalf of the Curriculum Committee, to approve the Curriculum Framework. Seconded by Cara Procek. Motion approved unanimously.

5. Governance: Committee Updates - Discussion

a. Nomination

Jen Lague met with potential board member, Shannon Hudson, who is a CPA, has a masters degree in taxation, and is a Derry resident. She will replace Mike Gallagher who is leaving the Next board and Treasurer positions. Jen Lague added that Mike Gallagher will contact Shannon.

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Jen Lague, on behalf of the Nominating Committee, nominated Shannon Hudson for a seat on the Next Board of Trustees. Seconded By Stephanie Burke. Motion approved unanimously.

Howie King noted that the board could use one more member and possibly one more non-voting member. Katie Anderson added that it could be a good idea to have a Next parent attend board meetings to experience how they are run.

6. Governance: Board Goals for 16-17 - Discussion

Howie King- Usually, during the summer board goals have been set, but because there were no summer Board meetings, there was less planning this summer. Items to be addressed:

1. Strategic Plan- The Board last held a Strategic Planning Meeting when Next was located at West Running Brook. A meeting could be held before a board meeting, hopefully by the end of the year.
2. Performance Evaluation Report
3. Nominate two more Board members by the end of October.

Jen Lague asked about forming a Fundraising Committee and Howie King noted that it could become a Board goal.

7. Other Business

- a. 15-16 Performance Evaluation Report

Joe Crawford reported that the evaluation has been posted on the Next website. Historically, Alan Jordan has gathered all information and if the board is satisfied with the current format, it could be reprogrammed to incorporate new data to the existing format. Joe Crawford will further discuss with Alan Jordan.

Joe Crawford led a discussion regarding raising the current enrollment numbers from 65 to 67 students. It was agreed to leave enrollment at 65 students.

Motion made by Jen Lague at 8:20 pm to enter into non-public session. Seconded by Katie Anderson.

8. Community Input

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

9. Motion to Adjourn



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Motion made by Jen Lague to adjourn meeting. Seconded by Stephanie Burke.

Meeting adjourned at 8:22 pm

Respectfully Submitted,
Karen Woodes