

DRAFT UNOFFICIAL  
MINUTES

NEW HAMPSHIRE EQUESTRIAN ACADEMY  
CHARTER SCHOOL

Board of Trustees

Meeting of February 20, 2007

MINUTES

Present: Board members: Paul Bernard, Packy Campbell, Joseph Guadagno (Chair), Grant Myhre, Georgene Sellinger. Also present. Susan Hollins, several parents and a student.

1. Call to Order: The meeting was called to order at 6:15 p.m. by Chairman Guadagno, seeing a quorum present even though Mr. Campbell had stepped out.
2. Minutes: Draft meeting minutes from November 25, 2006, and January 24, 2007, were distributed for review. Two additions were made to the January 24, 2007 minutes: 1) that Paul Bernard was working on an agreement between the charter school and its founding entity, the Alliance, for services, and 2) that Grant Myhre had been asked to be fundraising chairman. **Motion by Grant/ 2<sup>nd</sup> Paul: To accept the minutes of November 25, 2006, and January 24, 2007, as revised. Passed. Unanimous.** Posting requirements were clarified: 2 public places to meet statutory requirements—Rochester & Wolfeboro public libraries. To help parents know about meetings, notices will also be posted on the website and the school's front door. When possible the posting should include agenda topics.
3. Reports: Chairman Guadagno reported that prior to his first meeting as chairman he had met with the Superintendent, reviewed the Board's governance policies and segments of the charter, and had discussed minutes from prior meetings. He would like to have agenda suggestions submitted to him for consideration prior to meetings. There was agreement to provide agendas prior to the meeting so people could prepare and review items to be discussed.

Hollins reported on issues being addressed since last meeting —facility options for 2007, program improvements and needs, funding and accounting, faculty, and students. One (1) new student will begin March 1<sup>st</sup>. All decisions for next year revolve around confirmation of space—a space agreement is ready for discussion. With funding and accounting, considerable effort has been made to develop invoice templates for bills to districts. The school has found consultants in history and mathematics. A Spanish teacher has been located and Spanish will resume 3<sup>rd</sup> trimester, approx 19 days ahead. Students seem excited about ASL and Spanish programs.

(Packy Campbell re-entered at 5:30)

Holly Debiew reported on the Myhre Clinic's February silent auction to benefit the New Hampshire Equestrian Academy. She provided a financial report (\$2,157 raised; \$268.20 expenses; \$1880.80 net), a listing of all contributions and contributors, and information on contributions to the school—a free booth at a major farrier conference in the fall and free advertising in an equine newsletter. She has written personal letters of thank you to every contributor. An insert about tax deduction will be included. **Motion by Paul; 2<sup>nd</sup> Grant: To accept \$1880.80 donation from the benefit auction at the February clinic event. Passed. Unanimous.** There were several comments of appreciation. The funds will be given to the Business/Accounting manager for deposit.

4. **Board Membership:** Chairman Guadagno noted a board opening for a parent member and recommended Meredith Wiles-Heffner. **Motion by Joseph; 2<sup>nd</sup> Grant: To have Meredith Wiles-Haffner as a member of the New Hampshire Academy Board of Trustees. Passed. Unanimous.** The Chairman and Susan clarified that the charter document called for a 7-member Board of Trustees, serving 5-year terms but with variable terms in the first years, comprised of 2 parent members, 2-3 founder/equine industry/educator members, and 2-3 business & industry members.
5. **Facility Proposal:** A potential lease proposal was discussed. Comments included: funds available, properties available, clarifying inside a.m. access so students are not outside in the cold, prior use of space (e.g. manufacturing?), co-tenancy for a future lessee; status of RSA availability; making realistic decisions while long-term facility planning is emplaced; best process for proceeding, how a space decision at this time influences decisions about admissions and school growth. If approved, this lease would take the school to the end of its charter with an option to renew. **Motion by Georgene; 2<sup>nd</sup> Paul: to Pursue the Brady/Sullivan lease proposal to finalize the arrangement for a vote at the next meeting. Passed. Unanimous.** Continued review was suggested for Joe, Paul, and Susan. There is consensus to have a space confirmed (possibly available) by April.
6. **Board Terms:** The Board returned to board terms, suggested as follows:

Category I: Founders/Educators or, in time, Equine Experts:		
Founder/Educator:	Leslie Brian	Term Expires: June 2011
Founder/Educator:	Georgene Sellinger	Term Expires: June 2008
Educator:	Joseph Guadagno	Term Expires: June 2010
Category II: Business & Industry		
Veterinarian	Grant Myhre	Term Expires: June 2009
Businessman	W. Packy Campbell	Term Expires: June 2010
Category III: Parents of Academy Students		
Parent	Paul L. Bernard	Term Expires: June 2008
Parent	Meredith Wiles-Haffner	Term Expires: June 2009

**Motion by Grant; 2<sup>nd</sup> Paul: To accept the terms as presented with Meredith**

**Wiles-Haffner's term to June 2009. Passed. Unanimous. Motion by Paul; 2<sup>nd</sup> Myhre: The all Board terms end June 30<sup>th</sup> of any year. Passed. Unanimous.**

7. Board Officers: Packy Campbell has declined being the Treasurer but will continue as a Financial Officer. Paul Bernard has continued as Treasurer to date. **Motion by Georgene; 2<sup>nd</sup> Meredith: That Trustee Paul Bernard be nominated to resume the Treasurer's position. Passed. Unanimous.** Mr. Bernard Accepted. Financial statements will be presented at the next meeting
8. Establishing Working Committees & Defining Charge:  
Chairman Guadagno recommended a working committee to study high school residence program guidelines, identify provisions the school should have, work with the chairman and Superintendent, and bring recommendations to the Board. Grant agreed & recommended rent be charged. Meredith mentioned eligibility be clarified. Paul addressed liability and the importance to have guidelines soon. **Motion by Grant; 2<sup>nd</sup> Paul: To establish a residence program and a committee to advise on guidelines, as expeditiously as possible, by the next board meeting (either March 6 or 7). Passed. Unanimous.** Meredith Wiles-Haffner and Georgene Sellinger were asked to serve on this committee. Susan said she had some guideline ideas and concerns. The Board wants guidelines and rent policy in place prior to the building being used.
9. Board Policy: Chair Guadagno explained other working committees he would like to establish and given the time, asked for one policy reviewed—Clinical Rounds For Students. Susan explained that the suggested guidelines had been discussed with Grant and represented his concerns, appropriate since it is his veterinary clinic. The school could have additional guidelines. She noted that the Board needed to decide if clinical rounds will be credited. Parents confirmed that Clinical Rounds was important for student transcripts. Paul mentioned liability limits under RSA 508:19 and suggested wording inclusion: “there will be some acknowledgement of limited liability by parents and students .” **Motion by Grant; 2<sup>nd</sup> Paul: To accept the Clinical Rounds For Students policy, as amended. Passed. Unanimous.**
10. It being almost 8:00 p.m., Chairman Guadagno passed all remaining items to the next meeting, scheduled for either Tuesday or Wednesday, March 6<sup>th</sup> or 7<sup>th</sup>, as is available.
11. **Motion to adjourn by Joseph; 2<sup>nd</sup> Grant: Passed.** Meeting adjourned. 7:48 p.m.