

Agenda

Kreiva Academy Public Charter School Board

August 8th, 2018

1. Greeting – Led by Moll Short Carr. Molly also chaired the meeting. Jake King was on vacation and Brian Brady was not able to join the meeting. In order to have a quorum for the Board Meeting and not cancel the meeting, Jake King confirmed he will join in by calling in for the voting of the new Board members.
2. Reading – by Molly Short Carr – “Brevity is a great charm of eloquence.” by Marcus Cicero
3. Review of the agenda, call for additional items – No additional items added to the agenda.
4. Review of the minutes from July 11th, 2018 – Was not able to vote on this matter due to No Quorum. It was agreed that voting will be held back until Jake King calls in.

After the voting of the new Board members, Molly Short Carr made a motion to approve the July 11th, 2018 Minutes of Meeting before Jake King finished the call. Meyrick Mancebo seconded. All voted in favor.

5. Public Comment Period – Amy Perez requested for a copy of Molly Short Carr and Brian Brady’s Bio for the 501c3 application. Molly committed to provide her a copy as soon as possible.
6. Recruitment of New Board Members Update by Jake King – Jake King called in to discuss that he recently sat down with 3 individuals and he mentioned that there are other Board members talking to other individuals interested in joining the Kreiva Board of Trustees. Two additional individuals had recently reached out to Jake to signify intent to join the Board.
7. New Board Member Voting by Jake King – Jake King initiated the voting for the new Board members.
 - Jake King made a motion to vote Amy Perez to become a member of the Kreiva Board of Trustees. Molly Short Carr seconded. All voted in favor.
 - Jake King made a motion to vote Jessica Baker to become a member of the Kreiva Board of Trustees. Molly Short Carr seconded. All voted in favor.
 - Greetings were extended to the new Board members. Binders were also distributed to the new Board members.

8. **Report by Director of Operations and Services – by Tal Bayer.** Tal reported that most of the enrollment statistics shown below are for grant reporting purposes.
 - Enrollment Update Report
 - 85 applications (67 completed)
 - Jessica Baker asked if the 85 applicants are confirmed and more to be expected. Tal clarified that most of the time, it's hard to forecast the buy-ins. In his experience from his old school, they normally use a 15% attrition rate come first day of school depending on how competition from other charter schools in NH happens. Michelle Mathieu also mentioned that everyday we are getting more interest and applications for the coming school year. We can expect more than 85 students. Molly Short Carr also mentioned that our budget forecast was based on 80 students. More is better according to Molly.
 - 39 Female/45 Male= 46% to 54%
 - From 4 Counties
 - 86% Hillsborough, 12% Merrimack, 1% Belknap, 1% Rockingham
 - 34 applicants with 504/IEP's = 40% is really high for a charter school.
 - Need to ensure staffing. Amy Perez asked to clarify if any of the current teachers hired are certified Special Ed teachers. Tal responded that we need to hire 1 Special Ed teacher and 4 para. The teacher's and para's compensation are the responsibility of the sending district. Tal will be responsible for coordinating with appropriate districts to get the reimbursement for Kreiva for the teacher and para cost. Hiring a Special Ed teacher is mandated by State and Federal Law. Tal further mentioned that one of the hired teachers is a Special Ed Para. But this individual is also qualified to be a teacher.
 - Current applicant breakdown by grade
 - 6th=25, 7th= 18, 8th= 16 (59 students)
 - 9th= 16, 10th= 7, 11th= 3 (26 students)
 - Teacher Recruitment Update – Tal reported that 7 of 7 Teachers hired are broken down as follows:
 - 4 female/3 Male
 - Education: 2 PhD's, 3 Masters (MFA, MAA, MFA) and 2 Bachelors
 - Certifications: 4 = K-12 Art, Sec Math, Social Science and Principal, ESL
 - Additional teacher may be required depending on final enrollment #'s
 - 1 of 3 Para-Professional hired was actually interviewing for a teacher position but was brought in as a Para. If Kreiva ends up needing the 8th teacher, the Para will be hired for the teacher position.
 - Tal further mentioned that additional teachers may be required depending on the allowed threshold for the student to teacher ratio. Molly Short Carr asked to clarify the Ph.D degree of the two teachers hired. Tal and Michelle jointly responded that one is in Psychology and the other in Science.

- Update on BARR Grant Proposal – Tal mentioned that the \$200K Grant was submitted today. Tal recognized the efforts and contribution of Michelle, Kylene, Molly for helping assemble supporting documentation. Tal also mentioned that they needed to do a rush Fiscal Sponsor Agreement with Triangle last night because Kreiva is not yet currently approved for 501c3 and he thought the previous agreement was still active but was actually not. Triangle sent the forms the next morning 10:30 am in time for the Barr Grant submission. The breakdown below shows the cost of fiscal sponsorships:
 - 2.5% of donations greater than \$30,000 (Barr Grant = \$5,000)
 - 5% of donations \$100- \$30,000
 - 7.5% of donations less than \$100
 - Tal mentioned that anytime we channel funds through Triangle, they get a piece of it. That's why the 501c3 is crucial and critical because having a fiscal sponsor adds up to the cost. Tal ended his report.
 - Amy Perez asked how much was the Barr Grant for. Tal mentioned it was \$200K. Basically the Grant is covering 3.5 teacher's salaries, a curriculum consultant, Special education/emotional consultant, and the Student Information System (SIS) that Kreiva will be getting. Molly Short Carr further clarified that the money will be available immediately once approved and will be enough to cover for any shortfall for the fiscal school year which ends August of 2019.
9. **Report by Director of Curriculum and Culture – by Michelle Mathieu.** Michelle started with Curriculum Development Update by sharing that we she tapped into 3 consultants from Polaris charter school with a budget of \$5,000. Michelle also mentioned that she completed a comprehensive review of the Curriculum from the Contractor's previous work. A report was sent to the Board
- Learning targets needs to updated. **Tasks to be completed include:**
 - Polish Learning Targets and aligning with Common Core
 - Write rubric criteria
 - Gather examples for each criteria
 - Develop Credit Assessments
 - Develop modules tied to Learning Targets, daily goals based on the rubric criteria
 - The task shown above are further broken down by needs per subject as shown below:
 - **Math**
 - Competencies for graduation 95% complete. Completing by Michelle Mathieu and Christine Burke by Aug. 20th.
 - **Science**
 - 40% complete. Completed by Michelle Mathieu.
 - **English**
 - Only 10% complete. Katie Haynes working to complete by Aug. 20th.
 - **Social Studies**
 - Need complete re-write. Ashley Rainey working to complete by Aug. 20th.
 - **Other**

- Need Art, PE, Engineering, and Health targets plus other advanced targets written. Barbara Wirth or Lisa Duffy may help Michelle Mathieu complete by October.

- Update on Faculty Training
- Update on SIS Implementation
- Update on Special Ed
- Update on the 501c3 application

10. Report on Infrastructure Development Update by Operations Manager – by Kylene Normandin.

- Update on Quickbooks Implementation
- Update on Build-out progress
- Rental Opportunities Update

11. Report out by Team Leaders on team charters and membership recruitment New Members are Welcome to Chose which Team to Join but an Orientation will be provided by each Team Leader

- a. Governance Team – Led by Jake King – No report made by Jake.
- b. Finance and Operations Team – Led by Molly Short Carr – No report made by Molly but she quickly mentioned that the Quick Books got installed August 8th, 2018. She will prepare the Treasurer's Report for the September meeting.
- c. Programs and Services Team – Led by Meyrick Mancebo – No report made but Meyrick requested that the new Board member who will fill up the vacant position of Vice Chairman for Program and Services also chair this committee. Meyrick will stay on as a member only but not as Chairman of the Committee.

- d. Outreach and Development Team – Led by Brian Brady. The committee is requested to prepare a development plan proposal that would be presented and approved during the September Public Meeting. Funds needs to be raised rapidly to meet the first-year budget requirements.
- Molly Short Carr made a motion that the Outreach and Development team should meet with Tal Bayer in the course of this month to create a Fund Raising and Development Plan for this year with a minimum goal of \$50,000.00. Meyrick Mancebo seconded. All voted in favor.

Meyrick Mancebo made a motion to adjourn the meeting. Molly seconded. All voted in favor.