

Seacoast Charter School
Board of Trustees Meeting Minutes
Tuesday, April 13th, 2021

Members Present: Gretchen Carlson, Josh Roberge, Brianna Sienkiewicz, Theresa Lorvig, Mary Dellea, Kasey Bilodeau, Dan Bromberg, Chad Roberge, Meghan Samson, Peter Sweet, Jess Pine

Not Present: Dennis McCann, Jessica Foster

Call to Order: 6:06

Minutes and Correspondence

Brianna recommends amending minutes to note the facility work needs to be done due to covid.

Maegan moves to accept the minutes

Peter seconds

Roll Call:

Gretchen: yes

Josh: yes

Brianna: yes

Theresa: yes

Mary: yes

Kasey: yes

Dan: yes

Chad: yes

Meghan: yes

Peter: yes

Gretchen reads correspondence received.

Discussed correspondence and Jess described how she addressed the issues

Public Comment by Tyrrell Albaugh

HOS and Parent Survey: Dan explains HOS survey parent survey questions. Parent survey is to address how students have been affected this past year. Surveys should be going out in the next few weeks. Dan explains the survey creating process. Discussion regarding whether or not to vote on the survey questions. Decision made to circulate survey questions among board members via email for feedback and then to vote.

School Board Correspondence: Discussed the practice for corresponding with the board brought forth by Peter. More information will be obtained before voting on this practice.

Facilities Report

Theresa moves to amend the last board meeting minutes to explicitly say the projects were for Covid.

Brianna Seconds

Roll Call:

Gretchen: yes

Josh: yes

Brianna: yes

Theresa: yes

Mary: yes

Kasey: yes

Dan: yes

Chad: yes

Meghan: yes

Peter: yes

Oldest air handler will be replaced, ducts will be cleaned and filters will be changed over April Vacation.

Discussed pavilion. Facilities committee met and found that it didn't meet the needs we wanted. The committee will pursue further research.

Cleaning protocol needs to shift with All-In-Person. Shifting to spraying in the evenings in shifts and weekend deep cleaning will continue to use the same products. Theresa will circulate updated cleaning practices.

A Multi-Purpose Room Task Force was created and met to explore potential roadblocks. Created a timeline/process. No obstacles will prevent the building. Zoning laws have changed recently. Next step will be meeting with the architect in order to get a sense as to cost in hopes to approach banks for mortgages.

SEL: Theresa reports on the Social and Emotional learning Committee. SEL calendars with a variety of activities are being provided to teachers and parents. Kasey explains how this looks in the classroom and says that students are excited to discuss and strategize. Dani has provided ways to access students SEL needs. School wide SEL projects are currently being developed.

HOS Report

Enrichment Programs: We have started our Forest Kids Program for targeted students this month. We have 15 K-4 and 12 5-8 students participating in Forest Kids. The feedback from students and families have been very positive and we hope to continue this program in May and June in an after school model.

We have also opened up registration for Before/After Care, as well as Enrichment offerings. We will keep groups small and will be mostly outside for these programs. We are also working on implementing academic pods for one day a week and hope to continue these in the summer.

School Calendar: The proposed school calendar is attached. We have included two professional development days for next year. Our winter and spring breaks coincide with Dover's calendar so that we have the bus and lunches available to us when Dover is also in session.

Governor's Mandate for In-Person Learning: In order to be in compliance, we will open to full in-person learning for 5 days per week beginning on April 19th. We have concerns regarding planning for teachers and ensuring that our remote students' learning needs are met with this model. We have 50 families still wanting to engage in the remote program.

Charter Renewal Process- update: The Department of Education is currently interviewing candidates for the Grant Manager and we hope to have additional information soon.

Staffing Update: One of our assistants, Erin Ragonese has decided to resign for another job in a different state. We are currently starting the search for our 1/2 teaching position.

Discussed Calendar. Josh needed several clarifications regarding the calendar. Jess will take the calendar back to the staff council. Calendar can be sent out "pending board approval."

Finance Report:

Our current finance report is attached, as well as the proposed budget for next school year.

Peter moves to accept the proposed budget for 2021-22 as presented by Jess Pine

Chad Seconds

Roll Call:

Gretchen: yes

Josh: yes

Brianna: yes

Theresa: yes

Mary: yes

Kasey: yes

Dan: yes

Chad: yes

Meghan: yes

Peter: yes

Development Report

Development report 3/25-4/2/21 Income Notes

2020-21 Annual Fund Quarterly reports

Community Fundraising

"Kids Cook" events (2) \$2,082.50

"Kids Cook" sponsorship \$750.00

Grants: Fabulous Find \$500.00

Pending: Snapdragon

Fundraisers:

Materials for garden/outdoor spaces \$3,000.00

Donations for garden \$260.00

Online Art Auction April 5-23

Fun Run May:

"Cook for a Cause" May 23

Other:

Stripe will be added as a payment

Processor

Discussed Health and Safety Policies. Still following CDC guidelines for quarantining. Still not allowing non-essential visitors in the building. Discussed doctors note submission for chronic health issues.

Dan moves to support the Health and Safety Policy as presented by Jess Pine with amendments.

Brianna Seconds

Roll Call:

Gretchen: yes

Josh: yes

Brianna: yes

Theresa: yes

Mary: yes

Kasey: yes

Dan: yes

Chad: yes

Meghan: yes

Peter: yes

Gretchen proposes May 11th meeting be in person with a zoom option.

Discussed tech possibilities for full in person learning.

Action Items

Reaccess Board Correspondence Practice through board email

Attorney workshop for summer board meeting

Put forward proposed meetings for summer time

Jess brings calendar to staff council meeting

Dan shares survey questions with board members via email

Adjourned 7:42

Next Meeting: Tuesday, May 11th 2021 6PM with zoom option

