

Seacoast Charter School
Board of Trustees Meeting Minutes
Tuesday February 11th, 2020

Members Present: Gretchen Carlson, Brianna Moynihan-Sienkiewicz, Josh Roberge, Theresa Lorvig, Mary Dellea, Dan Bromberg, Chad Roberge, Jessica Foster, Jessica Pine
Not Present: Kasey Bilodeau, Dennis McCann, Peter Sweet

Call to Order: 6:05

Minutes and Correspondence

Dan moves to accept amended January Minutes

Josh Seconds

Vote: All in Favor

Chair of the Board Report

Governance: Goal is for Governance to meet and review survey results and have ready for March Board meeting. Need to look at leadership structure for next year. This needs to be done in tandem with the Governance Committee.

Head of School Report

Gunstock Outreach Program: There are 23 7/8 students signed up to participate in the Gunstock Outreach Program this winter. Students will spend most of the day for four Fridays skiing at Gunstock Mountain or engaging in other winter wellness activities.

Curriculum Work: Math instruction has been the primary focus regarding curriculum and instruction this year. The Math Committee is currently working on improving and expanding our scope and sequence for mathematics at each grade level. Six teachers were sent to the Greg Tang Conference and recently submitted a grant to send an additional ten teachers to his conference in April. Grade level teams have reviewed the beginning of the year assessments and created instructional goals based on those results.

School Calendar: The staff has voted and approved the school calendar for next year. Some changes that were made starting this year were pushing our student goal setting date back to have more information to share with parents. Two half days have been added for professional development for next year.
Discussion regarding school calendar.

Dan moves to approve the board revised calendar: December 22nd being a full school day and March 19th being a full Teacher Workshop Day.

Josh Seconds

Vote: All in Favor

Fiscal Management Audit: The fiscal management audit went well last month. There are a few policies that need to be amended to include more of the federal language for grants.

- Drug-Free Workplace Policy
- Conflict of Interest/Standard of Conduct Policy
- Records Retention Procedure
- Prohibiting the Aiding and Abetting of Sexual Abuse Policy

Josh moves to accept amendments to existing policies:

- Drug Free Workplace Policy
- Data Records Retention
- Prohibiting the Aiding and Abetting of Sexual Abuse Policy

Jessica Foster Seconds

Vote: All in Favor

Artist in Residence: There will be an artist in residence, Sam Paolini coming in February to work with the 7/8

students on an art project. A grant is being written for Mark Ragonese to do an art installation piece for next year. He has worked with a wide variety of schools on art installations and creates custom projects that involve students at every grade level.

Areas for Growth: ● Arts integration ● Math ● Curriculum resources

Facilities Report

HVAC continues to improve.

Currently looking for/gathering spring project bids

Survey Report

Discussed HOS survey and Community Wide Survey

Discussed the possibility of having two separate surveys

Discussed potential questions for survey

Development Report

SCS Annual Fund: Accrued (pledged): \$51,310.00

Cash: \$36,599.16

Misc. annual contributions \$442.90

Grant management/projects: Sheila will submit Timberland application for Phase II of the Natural Playground, 2/14/2020

Sheila/Jess will submit an Artist in Residency grant, 4/1/2020

Sponsorship: 7 sponsors: \$4500 (includes \$1750 in-kind)

The committee will not create a separate sponsorship program for the Fun Run.

Events: Stages cooking classes (4)

Ticket sales: \$6,735.00

Sponsorship: \$5,000.00

Total \$11,735.00

Margaritas: \$813.57

DipJar at events: \$465.37

Misc. fundraising \$11,262.55

Upcoming events: February 7 - March 6, 2020: 7th Annual Online Art Auction

SCS Family Skate: March 8, 2020

Outreach

NA

Nomination of New Board Member: Megan Sampson

Jessica Foster moves to accept Megan Sampson onto the SCS Board

Josh Seconds

No Discussion

Vote: All in Favor

Action Items

Sheila, Peter and Jess Pine to meet to draft a proposal for Development's Scope of Work

Finance and Governance Committee to meet within the month

Survey to be sent out after February break

Calendar to be sent back to staff for review

Conflict of Interest Policy to be revised

Next Meeting

Tuesday, March 24th

Meeting Adjourned

8:24

