

Seacoast Charter School
Board of Trustees Meeting Minutes
Tuesday June 9, 2020

Members Present: Gretchen Carlson, Josh Roberge, Brianna Moynihan-Sienkiewicz, Theresa Lorvig, Mary Dellea, Kasey Bilodeau, Dennis McCann, Jessica Foster, Dan Bromberg, Chad Roberge, Jessica Pine, Peter Sweet

Members not present: Meghan Samson

Call to Order: 6:05

Minutes

Brianna moves to accept May 12th Minutes

Kasey seconds

Roll Call:

Brianna: yes

Chad: yes

Dan: yes

Dennis: not present at moment of vote due to technical difficulties

Gretchen: yes

Jessica Foster: yes

Josh: yes

Kasey: yes

Mary: yes

Meghan: not present

Theresa: yes

Correspondence

Three separate correspondences were sent to the board with thanks and appreciation for the teachers bonuses. The board acknowledges and is appreciative.

Chair Report

No Chair Report

Head of School Report

Remote Learning: Remote learning was completed on June 5th. Jess was impressed with the staff and the thought and dedication not only with continuing teaching through the pandemic, but the energy they devoted to end of year events. Graduation was held at a drive-in movie theatre in Maine. Teachers drove over 200 miles for our rose and diploma delivery, virtual semi-formal for our 8th graders, virtual strings concert, and still engaged in end of year parties and closure for students.

Fall Task Force: A task force to work over the summer on figuring out our plan for the fall has been created. This task force will work on making plans using various scenarios for the fall.

ESSER Grant: Application and related paperwork to accept approximately \$15,000 in funds through the CARES act has been submitted. This money will be spent on intervention, math and literacy resources.

Suicide Prevention and Action Plan: Discussed Suicide Prevention and Action Plan. Brianna suggests changing specific persons' names in the policy to their job titles instead.

Josh moves to approve as amended

Dan seconds

Roll Call

Brianna: yes

Chad: yes

Dan: yes

Dennis: yes

Gretchen: yes

Jessica Foster: yes

Josh: yes

Kasey: yes

Mary: yes

Meghan: not present

Theresa: yes

Finance Position: Part time position is posted. We had 3 candidates reach out with interest in the position. We met last week as a Search Committee and decided to repost the position in July.

Update on PPP loan: Our loan has been approved and we will document how and when money is spent so we can apply for loan forgiveness. Our auditor Mike Murphy, has agreed to review our application. Renee and Ann continue to work on documenting expenses and working with the bank on the application for loan forgiveness.

Summer at SCS: We will offer tutoring and enrichment for our students for 5 weeks this summer. These services will be provided remotely. Summer camp has been canceled. We have protocols set up for staff needing to get into the building over the summer to work in their classrooms and offices in the summer.

Development Report

NOTE: this report was folded into the HOS report Sheila Shea, SCS development director **May 5 - June 3, 2020**

SCS Annual Fund Accrued (pledged): \$55,789.33 *Cash received* \$48,979.61 Annual contributions (misc) \$675.90
Community Fundraising Fun Run \$5,049.00 Marc Motors Community Spotlight \$780.00 Cambridge Trust foundation \$1,000.00

Grants submitted Dollar General Literacy Foundation Northeast Credit Union

Literacy Intervention Fund outreach: [NH Gives](#) : June 9-10 SEED Barnes and Noble LTC Partner

Valerie Sununu Heineman [NA] Researching Peoples United Bank

Charitable Giving Foundation Fuller Foundation Arthur Getz Trust

Financial Report

Discussed refinancing mortgage. Rate is locked in for 10 years. Unable to refinance with another institution for 5 years from when the loan was established. Will continue to watch the market.

Discussed 22 equal paychecks for TAs. Peter has had difficulty finding documentation but has verified the use of this schedule with other SAUs.

Facilities Report

Covid: Building preparation info changes often. Theresa is looking into various cleaning/disinfection options.

Theresa meets with Facilities Operators and DOE weekly. Currently there is no one option. Will need to tailor our solution to our own building.

Maintenance: Summer painting and cleaning is underway. Stairway will be replaced by a parent who is a mason. The carpet in several classrooms will be replaced. As of today all teachers have packed up their classrooms and technology has been returned and will be cleaned.

Annual Inspections: Fire and Safety, Emergency Lighting and Fire Test

Public Comments

No public comment

Action Items

Peter following up on TA pay schedule

Next Meeting

July 14th 2020

Meeting Adjourned

6:52

