

Seacoast Charter School
Board of Trustees Meeting Minutes
Tuesday March 24th, 2020

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

Call to Order: 6:05

Minutes and Correspondence

Dan moves to accept amended February Minutes

Josh Seconds

No Comment

Vote: All in Favor

Chair Report/Governance

Head of School Survey Review will be discussed in Non-Public Leadership Model for 2020-2021 - proposal from Governance Committee to come

Facilities Report

Deep Cleaning/Disinfection Plan in Response to Covid-19: So far the building has remained accessible to teachers and staff to gather materials as we transition to remote learning.

At this time we are not aware of anyone in our SCS community who has tested positive to Covid-19.

SCS is following the recommendations outlined by the CDC *as if* there is a positive case.

SCS has been following the recommendations of the CDC to close and wait as long as **practical** before beginning the cleaning and disinfection.

SCS has waited as long as is practical and will begin the process of Deep Cleaning and disinfecting on March 30-April 3.

The building will be closed during the period needed to clean and disinfect the school.

SCS will continue to follow CDC recommendations regarding cleaning and disinfecting.

Actions:

- SCS will use products with EPA-approved emerging viral pathogens claims.
- SCS will follow the manufacturer's instructions for all cleaning and disinfection products (e.g., concentration, application method and contact time, etc.).
- Soft surfaces (carpets) will be cleaned and products with EPA-approved emerging viral pathogens claims will be used.
- Air filters will be changed prior to students returning.
- Building will be "aired out"
- If teachers, staff, or administration enter the building after the cleaning is complete, we will re-disinfect the areas they occupied.

Cost Savings due to LED conversion: SCS has seen, on average, \$750 savings on our electric bill since LED conversion was completed in December 2019

Financial Report

As of March 24th our financial status is stable. Cannot historically predict due to outstanding circumstances. We are awaiting more information from the DOE for the anticipated budget.

Head of School Report

School Calendar: Suggestions and thoughts were taken back to the staff regarding the calendar.

The staff voted again on some of the days on the calendar and agreed to the draft, as presented.

Dennis moves to accept 2020-2021 Calendar

Josh seconds

Vote: All in favor

COVID-19: The staff has been flexible and diligent in creating and beginning the implementation of their remote learning plan. It was discussed at staff meeting the week before we closed about the Possibility of closure and teams started working on a plan immediately. Families were provided with a remote learning plan starting on March 16th. The feedback has been very positive. Jess is working on setting up Team meetings via Zoom for weekly check in discussions. Contact has been made with several districts regarding special education services. Services will continue to be provided and SCS will be able to continue billing the districts to pay our teachers during remote learning.

Grants/Artist in Residence: Continuing to work on a proposal for Mark Ragonese to do an art installation at our school 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. We are thinking of creating a structure outside of the building and this process will involve every student and staff member at our school. We are hoping to get funding to have Mark visit next fall. We are also currently working on some proposals for SEED grants.

Discussion topics: ● Hourly Employees ● PreK Tuition ● Remote learning- plan if longer than 3 weeks
Development Report

\$56,000 has been donated to the annual appeal. \$41,600 has been received

Art Auction raised \$2,186

Timberland Service Day has been cancelled

Public Comments

No public comments

Action Items

Governance Committee to meet and look at leadership models and finalize proposal

Next Meeting

Tuesday, April 7th 2020

Meeting Adjourned

6:49

Brianna moves to go into Non-Public

Dennis Seconds

Vote: All in Favor

Josh moves to come out of Non-Public

Dennis Seconds

Vote: All in Favor