

Seacoast Charter School
Board of Trustees Meeting Minutes
Tuesday May 12, 2020

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

Call to Order: 6:05

Discussed current Emergency Declaration in regards to voting electronically. All voting members must be asked individually when voting and individually listed in the minutes.

Minutes

Josh moves to accept April 28th Minutes

Dan seconds

Roll Call:

Brianna: yes

Chad: yes

Dan: yes

Dennis: yes

Gretchen: yes

Jessica Foster: not present

Josh: yes

Kasey: yes

Mary: yes

Meghan: yes

Theresa: yes

May 5th board meeting held in order to approve PPP loan, open account at Newburyport Bank and transfer funds to Newburyport Bank.

Brianna moves to accept May 5th minutes

Theresa seconds

No Comment

Roll Call:

Brianna: yes

Chad: yes

Dan: recuse

Dennis: recuse

Gretchen: yes

Josh: recuse

Jessica Foster: not present

Kasey: yes

Mary: yes

Meghan: recuse

Theresa: yes

Correspondence

No correspondence

Chair Report

No Chair Report

Head of School Report

Remote Learning: Discussions have begun regarding scenarios for the fall and considering offering remote summer tutoring. A survey will go out to families next week about interest in summer enrichment programs. Summer camp has been canceled.

Policies for DOE:

- Limited Uses of Child Restraint
- Daily Appropriate Physical Activity
- Reporting of Suspected Abuse and Neglect

Finance Position: Part time position is posted. Two candidates reached out with interest in the position. A Search Committee will be created for interviews.

Update on PPP Loan: Loan has been approved and we will document how and when money is spent so we will be able to apply for loan forgiveness

End of Year Dates:

May 15th Virtual Fun Run

June 1st Graduation Streaming at Drive In Movie Theater

June 3rd Virtual Strings Concert

June 5th Last Day of School

Discussed above policies that need to be put in place for the DOE.

Discussion regarding shortening the reporting time for incidents was discussed and incorporated into the amend policy.

Josh moves to approve Limited Uses of Child Restraint Practices Policy as amended.

Chad seconds

No Comment

Roll Call:

Brianna: yes

Chad: yes

Dan: yes

Dennis: yes

Gretchen: yes

Josh: yes

Jessica Foster: not present

Kasey: yes

Mary: yes

Meghan: yes

Theresa: yes

Discussed the need to have a board policy for reporting abuse and neglect.

Dan moves to support the Reporting of Suspected Abuse or Neglect Policy

Josh seconds

No Comment

Roll Call:

Brianna: yes

Chad: yes
Dan: yes
Dennis: yes
Gretchen: yes
Josh: yes
Jessica Foster: not present
Kasey: yes
Mary: yes
Meghan: yes
Theresa: yes

Brianna moves to approve the Developmentally Appropriate Daily Physical Activity Policy as amended by the board

Josh seconds
No Comment

Roll Call:

Brianna: yes

Chad: yes

Dan: yes

Dennis: yes

Gretchen: yes

Josh: yes

Jessica Foster: not present

Kasey: yes

Mary: yes

Meghan: yes

Theresa: yes

Development Report

SCS Annual Fund (As of 5/4/2020)

Accrued (pledged): \$54,839.33 (pending pledge follow through)

Cash received: \$44,502.40

Other Revenue

#GivingTuesdayNow: \$225.00

Fun Run pledges: \$2,200.00 (includes \$500.00 sponsorship)

Grants: Dollar General Literacy Foundation, May 21

Outreach: #GivingTuesdayNow

Financial Report

Budgeting with what the state is providing. Budgeted on the premise that students will be returning in the fall.

Adding Guidance Counselor to 80%. Adding full time fitness. Student Intervention has been budgeted for. Facilities is seeing savings. Capital Improvement projects are slated to happen. Discussed how the budget will be affected by the PPP loan.

Dennis moves to approve the budget as presented

Chad seconds

No Comment

Roll Call:

Brianna: yes

Chad: yes

Dan: yes

Dennis: yes

Gretchen: yes

Josh: yes

Jessica Foster: not present

Kasey: yes

Mary: yes

Meghan: yes

Theresa: yes

Discussed teacher stipend for the end of the year.

Brianna moves to approve year end compensation as budgeted in the amount of \$1,000.00 per staff member with a percentage based for part time staff and \$500.00 for assistance including compensation for Head of School.

Dennis seconds

No Comment

Roll Call:

Brianna: yes

Chad: yes

Dan: yes

Dennis: yes

Gretchen: yes

Josh: yes

Jessica Foster: not present

Kasey: abstain

Mary: abstain

Meghan: yes

Theresa: abstain

Facilities Report

Theresa was able to meet with facilities directors from around the state for problem solving and resource sharing.

Facilities are planning for various scenarios for student return in the fall.

Have put out RFP for repair or replacement of concrete stairs and this project to be done over the summer. Theresa has been working on tracking supplies and materials for looking for ways of being reimbursed via grants, state funding ect. Theresa has also been tapping into small business resources for masks and hand sanitizer.

Public Comments

Kylee Smith thanks the board for approving the teachers compensations

Action Items

Review Suicide Policy

Review Labor Board Paycheck Benefit

Create Search Committee for Finance Position

Board Task Force created will work on refinancing mortgage

Next Meeting

Tuesday, June 2nd 2020 6:00PM

Meeting Adjourned

7:10

