

Board Meeting Minutes July 14th

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

Members not present: Mary Dellea

6:07 Call to Order

Minutes

Josh moves to accept June 9th Minutes

Chad seconds

Roll Call:

Brianna: yes

Chad: yes

Dan: yes

Dennis: Yes

Gretchen: yes

Jessica Foster: yes

Josh: yes

Kasey: yes

Mary: not present

Meghan: Yes

Theresa: yes

Correspondence

Video Link was provided to the board. The board acknowledged the receipt.

Gretchen makes a request to change the Agenda to have the Development report and the Facilities Report go prior to the Chair and Head of School reports.

Development Report

Biannual report out by Shelia Shea – A snapshot of activity is shared with the board. Finalized numbers are not available but will most likely be available in August. The draft total dollars raised in fundraising activity for this fiscal year is \$95,000. Shelia notes there is a possible loss of 5K more – total expectation is \$90,000. Shelia requests the board to articulate a basic plan for development moving forward.

Comments from Dennis – NH Charitable Foundation has taken some responsibility for Covid related programs. Dennis makes a recommendation to establish a profile on their system. There is a Community Support grant available.

Shelia notes that this may not be possible due to SCS status as a public school.

Dan asks who is responsible for calling a development meeting.

Shelia explains that in the past the development office would call for the meeting, but it is not clear if the board is going to be responsibility. Conversation about having a strategic plan for fundraising would be helpful. There could be a board level development meeting.

Shelia will put something together and send an email to get the ball moving. Something that needs to be done this month.

Brianna asks if we want a taskforce to be on top of grant opportunities related to current covid dollars? Would this fall under the responsibility of the development committee or would this be a separate taskforce? Conversation about designating a person to oversee this effort.

Facilities Report

Facilities has been doing a good deal in reaction to potential return to school.

Covid Related

Theresa explains two main activities have been taking place. First, we want to make sure all surfaces are safe. Tom has been shifted to be a fulltime custodian – cleaner. Fulltime high medium touch surfaces. All done in coordination with other facilities and in line with CDC and DHHS. The school purchased an electrostatic sprayer with EPA approved disinfectant.

The second focus is indoor air quality.

Three air handlers were identified without appropriate outside air intake. This summer two are being replaced – based on capital improvement plan from last year and Theresa is suggesting we replace a third. The board agrees. There will also be an Iwave air purification system installed which will cost \$10K.

Lastly, the school will replace 14 old windows that do not operate properly so they can be opened properly.

Brianna notes that we have capital improvement money set aside and this is perfect opportunity to use this money.

There is a brief conversation about where to pull the money from and it is decided that the capital budget makes the most sense.

HVAC is 18K per unit. Windows are 12K per window. And Iwave is 10K. All fit within the capital budget this year.

Facilities has also been dealing with the audible strobe project which is being finished and a second mean of egress is being added on the third floor.

There is a vote on adding the new items to the capital improvement budget.

Theresa – Move to approve additional funding for a third air handler unit at \$18,700 and the air purifier funded through the capital improvement fund to address Covid related issues.

Josh Seconds

Vote

Roll Call:

Brianna: yes

Chad: yes

Dan: yes

Dennis: yes

Gretchen: yes

Jessica Foster: yes

Josh: yes

Kasey: yes

Mary: not present

Meghan: Yes

Theresa: yes

Chair Report

Chair wants to assemble to governance committee to be ready for August. There are members that have terms that are finishing.

Head of School Report

Reopening task force is meeting and has been meeting. Governor issued 54-page report. Task force will investigate this.

Parent input through family forum was a positive conversation and some good suggestions were made.

Family survey had 178 responses. One of the main findings was that 66% of families feel comfortable returning.

A Staff survey as also sent for fall return. Some staff members may need to be remote. Majority feel comfortable coming back with smaller class sizes.

Finance Position Update - Search was put hold until we know what the fall looks like.

N Intervention Coordinator was hired and there might be other hiring needs depending on what happens in the fall.

There is a need for multiple assistants for each grade level. The plan is to have a minimum of two assistants per grade. Some funding for the finance position will be used to accommodate these needs.

Grant update – Jess Pine is working with FEMA and within the guidelines of the CARES to receive Covid related funding.

Board was made aware of all federal funding.

Title I \$22,479.42

Cares ESSR – \$14,779

Title II \$8,639.87

Title IV \$10,000

Remote tutoring is taking place over the summer and 10 educators are doing a project-based learning institute through the NH leadership initiative.

Question about a detailed plan from Jess Foster. The goal is to present it to the board by end of July and have another board meeting to look at the scenarios.

Peter Sweet is invited to join the board in a the non-public meeting about to begin.

Gretchen - Motion to move to nonpublic session based on RSA RSA 91-A:3, II(c)

Chad Seconds

Vote

Roll Call:

Brianna: yes

Chad: yes

Dan: yes

Dennis: yes

Gretchen: yes

Jessica Foster: yes

Josh: yes

Kasey: yes

Mary: not present

Meghan: Yes

Theresa: yes

Non - public Session

Jess Pine is giving plans about reopening.

There has not been a decision but there are two different scenarios. To follow CDC recommendations, we can't fit all our kids in the school.

Two models are being considered – AA BB model with two full days or a Half day model ABAB model.

The task force still needs to discuss logistics of both models. One thing already considered is how to deal with siblings.

There are also other discussions about having some completely remote cohort students and teachers.

Jess notes there is a need to consider other districts.

Josh – are we now looking at a four-day week for students? Is there remote instruction when they are not in school?

Jess explains that there must be instruction for five days.

Several questions are asked to Jess.

Dennis - How closely do we have to follow Dover?

Dan asks about dedicating teachers online and in person

Dennis asks about size of staff?

Do we have the space?

Brianna expresses concerns about staffing moving amongst grades.

Theresa speaks about limiting distance and duration. This is what we are doing to reduce risk.

There is a conversation about mitigating risks and whether they are worth our time.

Josh mentions how the private sector is dealing with these issues.

Peter mentions risk about kids staying home.

Theresa – we are working under the assumption that having kids back in school is the most important.

Another series of questions are discussed

Jess Foster asks about different plans for different grades.

Jess explains that this was considered but it was decided that this was not the best approach.

Brianna asks what we are looking at for staff who is not comfortable coming back

The numbers of teachers not comfortable returning are reported out (not by name).

Josh – asks if NEA has a presence?

Are there a budget implication for the staff if we are asking staff to work extended hours?

Denis asks if there are other models we can look at?

Dennis asked about training staff.

Jess Pine talks about looking at other models in the charter school systems.

Dan asks about mask mandates.

Gretchen motions having a meeting between now and the August meeting so the board can review and approve all polices and guidelines before the August meeting.

Board discusses having a nonpublic session in the school in a socially distant manner.

Gretchen is going to propose a date for next closed board meeting. Proposes July 23rd to meet as a board. The board is also adding a meeting on July 30th to announce a decision.

Dennis summarizes some of the major topics that we are considering in returning to school. They include:

Vectoring

Duration and timing

Training

Budgeting

Dennis makes a motion that we go back to public session

Brianna seconds motion.

Vote

Roll Call:

Brianna: yes

Chad: yes

Dan: yes

Dennis: yes

Gretchen: yes

Jessica Foster: no longer present

Josh: yes

Kasey: yes

Mary: not present

Meghan: Yes

Theresa: yes

Back to public

Action Item

Assemble Governance Committee and identify terms and new board members.

Convene meetings with governance committee

Sheila will bring together development task force

Reopening task force

Finance committee

Parent survey intent form sent to families

Family meeting

Add meeting on July 30th

Motion to adjourn Gretchen

Josh second.

All in Favor

Vote

Roll Call:

Brianna: yes

Chad: yes

Dan: yes

Dennis: no longer present

Gretchen: yes

Jessica Foster: no longer present

Josh: yes

Kasey: yes

Mary: not present

Meghan: Yes

Theresa: yes

Next board meeting in person at the school on July 23rd at 6pm – it will open as public meeting to have a nonpublic meeting.