

SCS Board of Trustees | Meeting Minutes
Tuesday, March 8, 2022
6:00 PM
171 Watson Road, Dover NH

Members Present:

Gretchen Carlson, Parent Member, Chair
Josh Roberge, Parent Member, Vice-Chair (via Zoom)
Briana Moynihan-Sienkiewicz, Parent Member, Treasurer
Jessica Foster, Parent Member, Secretary
Jessica Pine, Head of School, Ex Officio
Chad Roberge, Parent Member
Mary Dellea, Teacher Member
Kayla Hoffman, Teacher Member
Theresa Staychow, Facilities Director
Meghan Samson, Community Member (left at 7:52)
Dennis McCann, Community Member
Peter Sweet, Community Member (absent)
Shannon Keyes, Community Member

6:10 Call to Order

- **Public Comment:** Board correspondence attached. No other public comment
- **Motion: Chad moved to accept the public minutes with from the Feb 8 meeting**
 - **Seconded by: Jessica F**
 - Roll Call
 - Gretchen Carlson: Yes
 - Briana Moynihan-Sienkiewicz: Yes
 - Josh Roberge: Yes
 - Jessica Foster: Yes
 - Chad Roberge: Yes
 - Mary Dellea: Yes
 - Theresa Staychow: Yes
 - Kayla Hoffman: Yes
 - Dennis McCann: Yes
 - Shannon Keyes: Yes
 - Megan Samson: Yes

6:11: Chair Report

- Board Retreat will be held on April 12th immediately following the April Board meeting (Board meeting will start early at 5PM. Board Retreat will run from 6-8PM)
- Jess Pine laid out the agenda proposed by the consultant John Freeman
- Shannon Keyes has accepted a position as a 5/6 grade assistant and, as a result, will resign her position as a community member on the Board.

- Brianna asked about the possibility of changing the Board Structure to allow for an advisory position. This would allow for Shannon and other key individuals to stay involved and provide expertise to the Board.
- **Motion: Mary moved to accept with regret the resignation of Shannon Keyes**
 - **Seconded by: Chad**
 - Roll Call
 - Gretchen Carlson: Yes
 - Briana Moynihan-Sienkiewicz: Yes
 - Josh Roberge: Yes
 - Jessica Foster: Yes
 - Chad Roberge: Yes
 - Mary Dellea: Yes
 - Theresa Staychow: Yes
 - Kayla Hoffman: Yes
 - Dennis McCann: Yes
 - Megan Samson: Yes

6:20: Head of School Report

- COVID numbers are continuing to decline.
- The Governor has mandated that masking is optional and SCS will have to follow suit. The Covid protocol has been updated accordingly.
 - If any student chooses to leave to be homeschooled for the time being, the school will not be able to hold their spots.
- **Motion: Dennis moved to accept the updated Covid Protocol reflecting the removal of the masking mandate and recent updates to the CDC guidelines.**
 - **Seconded by: Josh**
 - Roll Call
 - Gretchen Carlson: Yes
 - Briana Moynihan-Sienkiewicz: Yes
 - Josh Roberge: Yes
 - Jessica Foster: Yes
 - Chad Roberge: Yes
 - Mary Dellea: Yes
 - Theresa Staychow: Yes
 - Kayla Hoffman: Yes
 - Dennis McCann: Yes
 - Megan Samson: Yes
- Jess reviewed results of the family survey
 - In terms of overall satisfaction with the SCS, over 90% of respondents gave SCS a rating of 4 or 5 (out of 5)
 - The majority of respondents also expressed support for scheduling February break in coordination with the Dover school district.
- **Motion: Gretchen moved to accept the proposed 2021-2022 school calendar**
 - **Seconded by: Chad**
 - Roll Call

- Gretchen Carlson: Yes
 - Briana Moynihan-Sienkiewicz: Yes
 - Josh Roberge: Yes
 - Jessica Foster: Yes
 - Chad Roberge: Yes
 - Mary Dellea: Yes
 - Theresa Staychow: No
 - Kayla Hoffman: Yes
 - Dennis McCann: Yes
 - Megan Samson: Yes
- Summer Camp sign-ups are increasing. So far, we have 19 students enrolled.
 - We have 9 students signing up for English Language Learners support, which is higher than in years past. We will need to consider this for staffing discussions in the future.
 - Enrollment lottery is happening next week.

6:40: Finance Report

- Brianna presented a draft 2022-2023 Budget.
- Final budget will be proposed for approval in the April Board meeting.
- Dennis reported a summary of his research on the most beneficial credit cards for the school
 - His recommendation is a TD card that gives 2% cash back
- Brianna provided an update on the increase in SPED costs and the shortfall from the reimbursement from the districts. Current deficit is over \$100,000. The demand for the services is also outstripping the school's ability to provide them
 - Jess is looking into creating a small working group to look at the servicing model to see how that can be optimized.

7:08 Facilities Report

- Theresa getting quotes for upcoming improvement projects.
- Some of our large pieces of equipment have reached end of life, including one of our boiler plants that heats half the building. Estimates for that and related work are inline with what we expected based on the Turner Report.
- All new project spend will have to be approved in an upcoming meeting.
- Theresa recommends moving forward with the gutter installation and window replacement immediately.
- Theresa explained that our oil usage over the past few years has decreased as we have replaced equipment for efficiency. This year's usage should be on par with last year.

Next Meeting: April 12 at 5PM

Action Items

- Create final 2022-2023 Budget for approval
- Share strategic plan prior to the next meeting
- Next meeting is 4/12/22 and will start at 5PM.
- Jess Pine will create a small working group to look at SPED services model and will bring the results to the finance meeting

7:17 Meeting Adjourned

(See next pages for Board Correspondence)

March 7, 2022

We have provided this letter to be read at the Board of Trustees meeting on March 8, 2022.

To the Seacoast Charter School Board of Trustees:

We would like to start by expressing our admiration and appreciation for the work that Jessica Pine, the teachers, and staff of SCS have done to keep our children safe since returning to in-person learning. Jessica has gone above and beyond to make SCS a safe place, and to actively engage in conversations regarding questions, feedback, and concerns.

When we received the notification at the end of February break stating that the SCS Board of Trustees would be meeting to discuss the new masking guidelines issued by NH DHHS and NH BOE, we were extremely concerned. Our concerns have only been compounded by the knowledge that there is no longer an option for remote learning, and that at this time there is no requirement for students, teachers, and staff to show proof of vaccination.

Should SCS drop the mask requirement, we ask what the school intends to do to ensure the continued safety of our children, the teachers, and staff of SCS? What other measures will be taken in order to provide the same level of safety and protection?

Our household is now left feeling unsure if we are still comfortable having our child at school, as it no longer feels like a safe environment. As this may force us to explore other options for the remainder of the school year, we now need to ask if SCS will be holding the spots of those students whose parents feel no choice but to pull their children from the school to keep them safe?

While there are likely families who would be happy to see the requirement lifted, there are also many families who share the same concerns we have presented here and have trusted that SCS would hold the safety of our children as the top priority.

The state of NH has spent the last two years forcing schools to sort out COVID19 procedures and safety measures on their own, with minimal guidance or support. It is very distressing that they are forcing schools to remove the safety measures that they have put in place, which in the case of SCS, have worked exceptionally well. Until this point in the school year, we have been incredibly fortunate to avoid any large outbreaks at SCS. This has very clearly been due largely to the diligence of SCS (and families) in following the masking requirement. We can only imagine how quickly that will fall apart if the mask requirement is lifted.

Thank you,
Parents of 2nd grade student

Dear Board of Seacoast Charter School –

I am so grateful for your work on behalf of this school. Our third grader really did not like school until he started at SCS last spring. Now he loves school. I am so grateful for the mission and way of being that SCS has.

I hope that we will continue with mask wearing for a little longer. Our state still has a test positivity rate of 5% which suggests that there are more cases than we are aware of. I would love to see us hold onto masks until that positivity rate gets closer to 1% because my understanding is that is the threshold that indicates that spread is not likely to go up. The drop has been so sharp we might be at that level within the month of March. May it be so!!

Thank you for thinking about the community at SCS. Be well - SCS Parent

August 31, 2021

Ms. Gretchen Carlson, Chair, Board of Trustees

Seacoast Charter School

171 Watson Road

Dover, NH 03820

RE: Seacoast Charter School Renewal

Dear Ms. Gretchen Carlson:

At its August 27, 2021 meeting, the New Hampshire State Board of Education voted to approve the charter renewal for Seacoast Charter School. The five-year charter term begins on August 27, 2021, and expires on August 27, 2026.

Should you have any questions or concerns, please contact Jane Waterhouse, NHDOE, Charter School Administrator (Jane.A.Waterhouse@doe.nh.gov or (603) 271-6813).

Sincerely,

Drew Cline

Chairman