

SCS Board of Trustees | Meeting Minutes
Tuesday, June 8, 2021
6:00 PM
171 Watson Road, Dover NH: Meeting conducted over Zoom

Members Present:

Gretchen Carlson, Parent Member, Chair
Briana Moynihan-Sienkiewicz, Parent Member, Treasurer
Josh Roberge, Parent Member, Vice Chair
Jessica Foster, Parent Member, Secretary
Jessica Pine, Head of School, Ex Officio
Mary Dellea, Teacher Member
Kasey Bilodeau, Teacher Member
Dan Bromberg, Parent Member
Chad Roberge, Parent Member
Meghan Samson, Community Member
Dennis McCann, Community Member

Not in attendance: Peter Sweet, Theresa Lorvig

6:02 Call to Order

- Gretchen Carlson, Yes
- Briana Moynihan-Sienkiewicz, Yes
- Josh Roberge, Yes
- Jessica Foster, Yes
- Mary Dellea, Yes
- Kasey Bilodeau, Yes
- Dan Bromberg, Yes
- Chad Roberge, Yes
- Meghan Samson, Yes
- Dennis McCann, Yes

6:04 Public Comment

- No comment

6:04: Development Report

- SCS is part of NH Gives program is underway.
- Fundraising to support SEL curriculum
- Quarterly Development Report
 - Fundraising on similar level to years past

- 2020 Annual appeal did pretty well considering the pandemic
- Grants contributed more this year.
- Sheila suggested that we not longer have enrichment revenue under fundraising budget
- Several new sponsors this year
- Need Strategic Planning focus on where we want to go with Development, especially around procuring funding via grants.

6:13 Head of School Report

- Before/After Care and Enrichment are up and running.
- Awarded 8 scholarships for Nature Kids program
- Already 25 kids enrolled in Summer Camp.
- Rose Ceremony was a success.
- Graduation next Monday
- Title Funds Update (Nicole Outsen)
 - Overview of Federal grants we have received for this year.
- Staffing updates
 - One 1|2 teacher and 2 assistants will be leaving.
 - A new PE teacher and one 1|2 teacher have been hired.
 - Ongoing searches for special education teacher and assistants.
- New reopening plan being developed as part of the ESSER funding. Up for a vote in August.

6:26 Chair Report

- Parent Survey and Head of School Review
 - Dan Bromberg:
 - In general, results are positive.
 - One-off comments need to be looked at to see if there are any trends by class.
 - Close to 160 responses
 - Will be used in the Strategic Planning sessions this summer.

6:37 Finance Committee Report (Brianna)

- Committee has been working on salary review and proposals. Next step is to review with Staff and then the Board of Trustees.
- Aiming to have a salary proposal at the next meeting (July 13)
- Traditionally, the staff at SCS has had significant input into the salary schedule.
- Also working on decreasing Insurance costs
- **Motion: Josh Roberge motioned to approve meeting minutes from 5/11 as amended**
 - Seconded by Brianna.
 - Roll Call:
 - Gretchen Carlson, Yes
 - Briana Moynihan-Sienkiewicz, Yes

- Josh Roberge, Yes
 - Jessica Foster, Yes
 - Mary Dellea, Yes
 - Kasey Bilodeau, Yes
 - Dan Bromberg, Yes
 - Chad Roberge, Yes
 - Meghan Samson, Yes
 - Dennis McCann, Yes

- **Motion: Brianna motioned that we vote to move the total approved for facilities improvements in the 5/11 from Capital Improvement fund to the Operating Account.**
 - Seconded by: Dennis McCann
 - Roll call:
 - Gretchen Carlson, Yes
 - Briana Moynihan-Sienkiewicz, Yes
 - Josh Roberge, Yes
 - Jessica Foster, Yes
 - Mary Dellea, Yes
 - Kasey Bilodeau, Yes
 - Dan Bromberg, Yes
 - Chad Roberge, Yes
 - Meghan Samson, Yes
 - Dennis McCann, Yes

- Strategic Planning Discussion
 - Worked on creating the Strategic Planning Committee who will develop the proposal for the Strategic Planning process that will be presented at the August Board meeting
 - Parents, board members, teachers on committee
 - Brianna: It would help for us to have a more in-depth review of the Board's roles and responsibilities (workshop lead by a subject expert) in preparation for the Strategic Planning work
 - Dan: We need to determine if this should be considered a Board Initiated process vs a HOS-initiated process because that may impact the structure of the Committee.
 - Having the updated Strategic Plan is required for our Charter renewal.
 - Dennis: Tapping former students for input might bring a good perspective for the plan.

- Brianna: HOS and staff members develop initial plan to meet Charter renewal and then regroup for the longer-term planning process, possibly in the fall.
- Consensus is that planning process should be driven by the Head of School, as opposed to being a Board-level initiative.
- Next step is to develop the basic framework/categories for the plan.
- Decision to shift the Board review to September to allow staff to have more of a break from this type of activity over the Summer.
- **7:11 Action Items**
 - Next meeting, July 13th
 - Governance committee needs to meet prior.
 - Draft the reopening plan.
 - August meeting will be 8/17 and will be held virtually.