

DRAFT

SCS Board of Trustees | Meeting Minutes
Tuesday, October 10, 2023
6:00 PM
171 Watson Road, Dover NH

Members Present (Bold):

Heather Ward, Parent Member, Chair
Shannon Keyes, Community Member, Vice-Chair
Nicole Outsen, Head of School, Ex Officio
Chad Roberge, Parent Member, Treasurer
Maegan Adams, Teacher Member
Kayla Hoffman, Teacher Member, Secretary
Theresa Stachow, Facilities Director
Dennis McCann, Community Member
Peter Sweet, Community Member
Kathy Goodell, Parent Member
Hannah Welsh, Parent Member
Josh Roberge, Trustee Emeritus

6:12 PM Call to Order

- **Public Comment/Correspondence:**
 - None

Motion: Kathy moved to accept the public minutes from the August meeting.

- Seconded by Dennis
 - Heather Ward: Yes
 - Kayla Hoffman: Abstain
 - Dennis McCann: Abstain
 - Kathy Goodell: Yes
 - Peter Sweet: Abstain
 - Theresa Stachow: Yes
 - Maegan Adams: Yes
 - Hannah Welsh: Yes

6:16 PM Chair Report - Heather Ward

- Board Retreat
 - Space is secured and address will be provided
 - Agenda will be sent out shortly
- Nicole presented Kayla Hoffman as the middle school teacher nominee

Motion: Kathy moved to accept Kayla Hoffman as the upper school teacher board member.

- Seconded by Dennis
 - Heather Ward: Yes
 - Kayla Hoffman: Abstain
 - Dennis McCann: Yes
 - Kathy Goodell: Yes
 - Peter Sweet: Yes
 - Theresa Stachow: Yes
 - Maegan Adams: Yes
 - Hannah Welsh: Yes
 - Shannon Keyes: Yes
 - Chad Roberge: Yes

DRAFT

- Bylaws
 - Discussion around term limits and language
 - Discussion around the facilitator director position

Motion: Shannon moved to accept the changes to the bylaws regarding term limits.

- Seconded by Dennis
 - Heather Ward: Yes
 - Kayla Hoffman: Yes
 - Dennis McCann: Yes
 - Kathy Goodell: Yes
 - Peter Sweet: Yes
 - Theresa Stachow: Yes
 - Maegan Adams: Yes
 - Hannah Welsh: Yes
 - Shannon Keyes: Yes
 - Chad Roberge: Yes

8:11 PM Head of School Report - Nicole Outsen

- Staff updates
 - Hired Erin Boodey as a ½ assistant
 - Hired Spencer Rhyne as a ⅔ assistant
 - Still need multiple 1:1's
 - Still looking for ½ assistant
- Dean of students update
 - Very busy position
 - Dealing with a lot of different issues
 - Able to be proactive in dealing with behavioral issues
 - Made the bus policy
- Culture/climate
 - ⅔ went to Merrowvista and brought back the values for the year
 - Harvest fest is coming up
 - PD day included SOS training
- MOU update
 - Still waiting to get MOU's with Portsmouth, Strafford, and Barrington
 - Rochester, Northwood, and Milton have MOU's ready for approval

Motion: Peter moved to accept the MOU's with Rochester, Northwood, and Milton as presented.

- Seconded by Heather
 - Heather Ward: Yes
 - Kayla Hoffman: Yes
 - Dennis McCann: Yes
 - Kathy Goodell: Yes
 - Peter Sweet: Yes
 - Theresa Stachow: Yes
 - Maegan Adams: Yes
 - Hannah Welsh: Yes
 - Shannon Keyes: Yes
 - Chad Roberge: Yes
- Finance Report
 - Finance Committee does not have a presentation yet
 - Nicole still needs to discuss with the teachers their input on the funds
 - Also still waiting on the numbers for SPED
 - Currently in a good place
 - Need to change the signers on bank accounts
 -

DRAFT

Motion: Peter moved to remove Gretchen Carlson from bank accounts and approve Heather Ward to be a signatory on two accounts in Cambridge and two accounts in Newburyport.

- Seconded by Chad
 - Heather Ward: Yes
 - Kayla Hoffman: Yes
 - Dennis McCann: Yes
 - Kathy Goodell: Yes
 - Peter Sweet: Yes
 - Theresa Stachow: Yes
 - Maegan Adams: Yes
 - Hannah Welsh: Yes
 - Shannon Keyes: Yes
 - Chad Roberge: Yes

8:04 PM Facilities Report - Theresa Stachow

- Fall preventative maintenance was conducted
 - Two boilers are not functional and there is no heat to some parts of the building
 - Quote to replace the two boilers and some pumps will be \$110,000
 - Will look back to see why mini-splits were not recommended before and look

Motion: Dennis moves to allocate up to \$120,000 to replace the nonfunction boiler plant.

- Seconded by Kathy
 - Heather Ward: Yes
 - Kayla Hoffman: Yes
 - Dennis McCann: Yes
 - Kathy Goodell: Yes
 - Peter Sweet: Yes
 - Theresa Stachow: Yes
 - Maegan Adams: Yes
 - Hannah Welsh: Yes
 - Shannon Keyes: Yes
 - Chad Roberge: Yes

8:21 PM Summary, Action Items

Action Items

- Shannon will draft and circulate the new trustee position
- Finance committee will look to meet before the board retreat
- Board Retreat 10/29 from 9-12

Motion: Heather moved to adjourn the meeting.

- Seconded by Dennis
 - Heather Ward: Yes
 - Kayla Hoffman: Yes
 - Dennis McCann: Yes
 - Kathy Goodell: Yes
 - Peter Sweet: Yes
 - Theresa Stachow: Yes
 - Maegan Adams: Yes
 - Hannah Welsh: Yes
 - Shannon Keyes: Yes