

**SCS Board of Trustees | Meeting Minutes**  
**Tuesday, October 11, 2022**  
**6:00 PM**  
**171 Watson Road, Dover NH**

**Members Present (Bold):**

**Josh Roberge, Parent Member, Chair**

**Gretchen Carlson, Parent Member, Vice-Chair**

Jessica Foster, Community Member, Secretary

**Jessica Pine, Head of School, Ex Officio**

Chad Roberge, Parent Member, Treasurer

**Maegan Adams, Teacher Member**

**Kayla Hoffman, Teacher Member**

Theresa Staychow, Facilities Director

**Dennis McCann, Community Member**

Peter Sweet, Community Member

Kathy Goodell, Parent Member

**Heather Ward, Parent Member**

**6:07 PM Call to Order**

- **Public Comment/Correspondence:**
  - None
  
- **Motion: Gretchen moved to accept the public minutes from the August meeting**
  - Seconded by Heather
    - Josh Roberge: Yes
    - Gretchen Carlson: Yes
    - Kayla Hoffman: Yes
    - Dennis McCann: Yes
    - Heather Ward: Yes
    - Maegan Adams: Yes

**6:08 PM Reviewed the audit (Mike Murphy)**

- No issues were found with SCS financial statements which ended June 30, 2022.
  
- **Motion: Dennis moved to accept the 2021/2022 audit of financial statements**
  - Seconded by Gretchen
    - Josh Roberge: Yes
    - Gretchen Carlson: Yes
    - Kayla Hoffman: Yes
    - Dennis McCann: Yes
    - Heather Ward: Yes
    - Maegan Adams: Yes

**6:27 PM Chair Report (Josh Roberge)**

- BOT Retreat
  - Saturday October 30, 2022 at 9:00
  - Location Orpheum building in downtown Dover
  - Went over first draft of agenda
  - Staff council will join for part of the day
- Board Secretary Nomination
  - Waiting on Jessica Fosters official resignation

- Need to have someone fill the position

### **6:37 PM Head of School Report (Jess Pine)**

- School Updates
  - NH Wildlife Fish and Game came and gave a few free fishing classes
  - Timbernook is still in full swing and has tons of positive feedback from students, teacher, and parents
  - Timbernook parent night tomorrow 10/12 after school
  - Michele Hunt took over the cleaning position
  - We are looking for assistants in pre-K and %
  - School will be participating in Gunstock and Winter Wellness again this winter
  - ELL screening completed and 11 students qualifying for services
  - Current waitlist total is 237
  - Teacher workshop day was a success with meeting and PD for teachers
- Suicide Policy reviewed
- Finance Report

### **Action Items**

- Josh will reach out to Chad about parking logistic for BOT retreat
- Jess and Josh will continue to work on retreat agenda and adding
- Next board meeting: Tuesday November 15th 6:00pm
- **Motion: Dennis moved to adjourn the meeting**
  - Seconded by Gretchen
    - Josh Roberge: Yes
    - Gretchen Carlson: Yes
    - Kayla Hoffman: Yes
    - Dennis McCann: Yes
    - Heather Ward: Yes
    - Maegan Adams: Yes