

DRAFT

SCS Board of Trustees | Meeting Minutes
Tuesday, March 21, 2023
6:00 PM
171 Watson Road, Dover NH

Members Present (Bold):

Josh Roberge, Parent Member, Chair
Gretchen Carlson, Parent Member, Vice-Chair
Jessica Pine, Head of School, Ex Officio
Chad Roberge, Parent Member, Treasurer
Maegan Adams, Teacher Member
Kayla Hoffman, Teacher Member, Secretary
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: Maegan moved to accept the public minutes from the January meeting.**
 - Seconded by Gretchen
 - Josh Roberge: Yes
 - Gretchen Carlson: Yes
 - Kayla Hoffman: Yes
 - Maegan Adams: Yes
 - Dennis McCann: Yes
 - Kathy Goodell: Yes
 - Peter Sweet: Abstain
 - Heather Ward: Yes

6:08 PM Chair Report - Josh Roberge

- Leadership model update
 - The Leadership Model Task Force recommended hiring an additional person to assist the Head of School and propose it is included in the 2023-24 budget.
 - The staff will continue conversations and get an 80% consensus on what the job description would be and what qualifications will be needed.
- Board Training
 - Josh will try to attend a charter school leadership summit on April 20th 5:00 pm-7:00 pm in Manchester.
 - Ben Fight will be the speaker and be discussing governance and board responsibilities.

6:41 PM Head of School Report - Jessica Pine

- School Updates
 - Expansion Grant
 - New Theater and Dance Program
 - Outdoor Education (garden and/or yurt)
 - Transportation
 - Technology
 - Local Community Connections

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- Dover Children's Museum
- The Strand Theater in Dover
- Dover Food Pantry
- Watson Fields
- Global Community Connections
 - Level Up Village
- Summer Camp
 - Registration went out and so far we have 12-18 students per week
 - It will run for 5 weeks
 - The director is looking into opportunities for speakers and field trips
- March Literacy
 - Scholastic Book Fair was a success
 - March Madness book bracket is happening around the school
- Additional ½ Position
 - Large class sizes next year in ½
 - Gaps have been difficult to make up in that grade
 - Looking into potentially getting another ½ teacher
 - Space is an issue and we are still looking into that
 - This would be a 1 year position and could be funded by grants
- Assistant Benefits
 - Snow day compensation
 - Pay for three holidays (Thanksgiving, Christmas, and New Year's Day)
 - Change insurance to 2-4 years instead of 3-5
- Finance Report
 - Looked at the provided budget
 - Before and After Care are ahead
 - Lunch is way up
 - SPED is down

7:00 PM Facilities Report - Theresa Staychow

- Oil usage is going down as we replace equipment
- Electricity usage is also down but the cost is up because of the increase in price
- We entered into Direct Energy purchase at a much lower rate
- Siding , windows, and gutters are all in the plans to be worked on this spring
- Non permanent structures being investigated
- Fence needs to be repaired
- The boiler project came in under budget
- Theresa is requesting that the difference is
- **Motion: Heather moved to have the \$21,838 remain in the budget for the building maintenance and improvement 2022-23 school year.**
 - Seconded by Gretchen
 - Josh Roberge: Yes
 - Gretchen Carlson: Yes
 - Kayla Hoffman: Yes
 - Maegan Adams: Yes
 - Dennis McCann: Yes
 - Kathy Goodell: Yes
 - Peter Sweet: Yes
 - Heather Ward: Yes
 - Theresa Staychow: Yes

6:20 PM Financial Committee - Peter Sweet

- Budget for next year
 - Looked at teacher salaries

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- Current average of a SCS teacher ~\$47,000
- State average ~\$62,000
- Surrounding schools:
 - Barrington ~\$56,000
 - Dover ~\$67,000
- Looking to do a 6.7% increase to teacher salaries
- Finance committee will look into

6:51 PM Summary, Action Items

Action Items

- Jess and the staff will make a defined leadership description.
- Peter and the finance committee will look at the budget to be approved at the next meeting.
- Josh will send out details to the Charter Leader Summit Event for anyone who wants to attend.
- Next board meeting is April 11th.
- May meeting will be on the 9th and we will plan to get updates on the strategic plan then.

Motion: Dennis moved to adjourn the meeting.

- Seconded by: Kathy
 - Josh Roberge: Yes
 - Gretchen Carlson: Yes
 - Kayla Hoffman: Yes
 - Maegan Adams: Yes
 - Dennis McCann: Yes
 - Kathy Goodell: Yes
 - Peter Sweet: Yes
 - Heather Ward: Yes
 - Theresa Staychow: Yes