

# Gate City Charter School for the Arts

Board of Trustees Meeting

Meeting Minutes

Meeting Date:

*“The mission of the GCCSA is to use an arts integrated curriculum ... to produce graduates who excel in both academics and the arts and have the knowledge, creativity and inquisitive nature that foster a life-long love of learning.”*

Meeting Date: October 21, 2021

Time: 7:04 PM

Location: Gate City Charter School for the Arts, 7 Henry Clay Rd, Merrimack, NH with remote option

## Voting Board Members in Attendance:

Danielle Charest (Chair) -remote

Sarah Thibeault (Secretary)-remote

Rebecca Boutin-Remote

Neil Mahoney (Parent Rep)-remote

Grace Cavallo-Remote

## Absent Board Members:

## Non-Voting Members in Attendance:

Jennifer Blanchette-remote

## Attending Public:

## Public Comments/Public Matters

An email was read regarding Covid-19 information and GCCSA Covid-19 policy.

## Approval of Minutes from September 2021

**MOTION** (Sarah Thibeault/Neil Mahoney) Motion to approve the September 2021 Meeting Minutes was accepted unanimously.

## **Committee Reports**

PTO- Sarah Thibeault- The PTO set up an Amazon wish list for K-5 indoor recess craft things. The PTO discussed using Mint Print Works for spirit wear. We are postponing popcorn until January. We are busy planning Boo Thru and Fall festival.

Curriculum Committee- Jennifer Blanchette-See Directors Report

H/R Policy Committee- -No Meeting

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PR and Community Relations committee- Sarah Thibeault- The calendar fundraiser is up and going. The chameleon scarecrow is up on Main St, we will send out reminders to vote. The committee will be looking into different local businesses and locations to display Artist of the Month artwork. The new and improved website is getting close to being done and hoping to launch it as soon as the chameleon mascot/logo is ready. We will be holding a Scentsy Buddy drive fundraiser for Nashua Children’s Home mid-November. Planning for Raise Craze in February will start soon.

Grants Committee- No Meeting

Facilities Committee- Eric Charest- See Directors report

**MOTION** (Sarah Thibeault/Grace Cavallo) Motion to accept the committee meeting reports was accepted unanimously.

Finance Committee Meeting

See directors report. A monthly meeting time and date needs to be set

**MOTION** (Sarah Thibeault/Neil Mahoney) Motion to accept the finance committee meeting reports was accepted unanimously.

## **Old Business**

Voting for Board positions-

**MOTION** (Sarah Thibeault/Neil Mahoney) Motion to postpone the vote for Board of Trustee positions to be revisited every 3 months was accepted unanimously.

Maternity/Paternity Policy-Build into the budget the line item for one person on maternity/paternity leave at a time. Will revisit at the next finance meeting.

## **New Business**

Code of Ethics policy and Code of Conduct policy-

Discussion of the new policies from the DOE, these are now a law and are being stressed for Charter Schools. The DOE will check in to make sure these policies have been voted. The policies have already been discussed with the staff.

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**MOTION** (Sarah Thibeault/Neil Mahoney) Motion to approve the Code of Ethics policy and Code of Conduct policy was accepted unanimously.

Volunteers- Discussion on allowing volunteers into the school to help with lunch and other events. It was decided if they followed the Covid-19 policy that it should be ok to allow volunteers once again.

Pay periods 22 weeks vs 26 weeks-

Discussion about pros and cons of 22 weeks vs. 26 weeks. We had chosen 22 weeks because it matched our fiscal year ends in June. 26 weeks may cause problems with audits. We will reconsider this topic before next contracts go out.

## **Directors Report**

### Facility

- Fire Inspection/Occupancy granted
- Sprinkler Inspection
- Fire drill planned/rewrote fire exit plan
- Negotiated with landlord
- On-site Testing

### Finance

- Audit for 2019-20 underway
- Attorney General abated
- Annual Report extension granted
- PPE Loan Forgiveness Assistance granted
- Bank access acquired
- QuickBooks access acquired

### Grants

- Title I Approved \$22,671.16
- Title IV Approved \$10,000.00
- Title II Approved \$4,973.85
- Esser III allotted \$359,556.02
- 2019-20 Esser/Cares reported until March 2020

### State Reporting Updates

- DOE 25
- BOY
- Free and Reduced Report
- Emergency Operations Plan
- A12B

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- A12F

## i-Ready/Testing

- i-Ready Testing Completed as of 10-19
- Results optimistic

## RTI/Title I

- Group and individual RTI underway
- Title I underway
- Regular Title I/RTI collaboration

## Staffing Update

- Hired a Special Education Coordinator/Educator
- EA moved to FT
- EB serving as long-term substitute with support and monitoring
- Aggressively advertising

## Special Education update

- Nashua changes in/ absent case managers
- Merrimack services unestablished: bussing planned
- Manchester services virtual
- Bedford Students in-person tutor
- Milford: services unestablished: meeting held
- IEP, compensatory, new evaluation, amendment meetings

## Guardian-Teacher Conferences

- Held October 12th-15th

## PD

Teacher's workshop Day October 7th:

- Mental Health/Trauma Workshop
- Vision boards
- Wish list

Code of Ethics and Conduct Introduction/Review

## Training Calls:

- Commissioner of Ed
- Alma
- DHHS
- I4see
- Charter School Alliance

## Curriculum

- Ed Puzzle Pro acquired

**MOTION** (Grace Cavallo/Sarah Thibeault) **Motion** to adjourn Unanimously accepted.

Next public meeting Tuesday November 18, 2021, 7pm

Meeting adjourned 8:36 PM

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