

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: March 21, 2023

Time: 7:25 PM

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

Voting Board Members in Attendance:

Rebecca Boutin

Neil Mahoney acting chair

Grace Cavallo acting secretary

Sarah Marchand

Rebecca Boutin

Manny Paolucci

Absent Board Members:

Danielle Charest (Chair)

Sarah Thibeault (Secretary)

Non-Voting Members in Attendance:

Jennifer Blanchette

Attending Public:

Alicia

Amanda McKenna

Public Comments/Public Matters

Inquiry about the last day of the school year . The dates remain 6/15 and will be a half day.

Inquiry if the upcoming Celebration of Learning on April 6 was the same as the Spring concert and it was clarified that they were not the same events.

Approval of Minutes from the January 2023 Meeting

MOTION (Sarah Marchand /Rebecca Boutin) Motion to approve January 2023 meeting minutes was accepted unanimously.

Approval of Minutes from the February 2023 Meeting

MOTION (Sarah Marchand /Rebecca Boutin) Motion to approve February 2023 meeting minutes was accepted unanimously.

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Committee Reports

PTO- Sarah Thibeault- No Meeting

Curriculum Committee- Jennifer Blanchette-See Directors Report

H/R Policy Committee- -No Meeting

PR and Community Relations committee- Sarah Thibeault- See Director’s report.

Grants Committee- see directors report.

Facilities Committee- Eric Charest- Comcast has a new project manager working on the transition of phone systems

Building Committee-Danielle Charest- Next step would be looking at finances.

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

Finance Committee Meeting

See director report

Old Business

New Business

Budget Review - A process and syncing dates to advance the 2023-2024 Budget for final Board approval was discussed.

Director’s Evaluation - A similar discussion regarding the Board’s evaluation of the Director also involved syncing the timing within the Budgetary process. A copy of the evaluation format will be sent to the Director for her input. It was also discussed that this evaluation should be finalized and the 2023-2024 budget completed by the end of April at the latest.

The Director has begun her end of the year process with staff which includes Staff Reflection, Observations and Staff/ Director Dialogue.

An informal survey of Staff retention was done by the Director in recent days and Letters of Intent will commence by the end of April/May.

Directors Report

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Facilities

- Phones: Need Urgent
- Restorative Program working with Student Government to restore bathrooms
- HVAC system work commenced 3/21

Finance

- 2021 Audit complete
- W2 Corrections complete
- Draft budget workshopped and complete
- Upcoming federal grant audit preparation
- \$500 additional per student aid
- New meeting time: 2nd Thursday at 1:30pm

Community Events/Activities:

- March Mammal Madness underway
- Book Fair Underway
- Community Meeting Tomorrow
 - Winter Reading Challenge Award
 - 2nd Grade Arts Integration Performance
 - Singing/Dancing Elective Performance
 - Artist of the Month
- K-3 Parent Learning Night March 13th successful/ Grade 4-6 April 18th 6-7/6-8 May 16 6-7
- Title I Night for all Families 6pm March 23rd
- Nashua Fish Hatchery Trip March 24th
- Middle School Dance, March 24th 6-8:30
- Odyssey of the Mind March 25th
- Family Dinner March 27th at 6pm
- Report Cards March 30th
- High School Musical NHS April 1st 12 and 7pm
- April 4th Documentary Night 6pm
- April 6th Celebration of Learning 6pm

Staffing:

- Staff reflections started
- Staff end-of-year evaluations/observations/interviews

Training:

- EA/Teacher PD March 17th : We rise by lifting others
 - Topics covered/Activities

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- Individual strengths
- Drama activity
- Confidentiality
- EA/Teacher Collaboration
- Staff-Student communication
- What is professionalism?
- Staff-staff communication
- Finishing strong: 5 end-of-year goals
- EA Training Mar 22, 2023 Tools and Tips
- CPI Training May

Admin:

- Charter School Summit:
 - Special Education, HR, Staff Retention, Budgeting and Reporting
 - 5-7 Puritan Backroom April 20th

Academic Testing:

- I-Ready complete:
 - Math:
 - 8% above
 - 18% at
 - 50% Near
 - 14% Below
 - 10% 2 or more below
 - Reading
 - 29% Above
 - 22% At
 - 29% Near
 - 16% Below
 - 5% 2 or more below

Grants:

- Title I grant submitted
- Title II grant submitted
- Title IV grant submitted
- Esser III submitted

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

The next public meeting is Tuesday, April 18 at 7 pm

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Meeting adjourned at 8:36 PM