



PUBLIC MEETING MINUTES

Seacoast Classical Academy Chartered Public School

Meeting of the Board of Trustees

Monday, 9 December 2024, 6:00PM

Seacoast Classical Academy

53 Carlton E Sockwell Way, Newton, NH 03858

Notice posted by 6 December 2024 on the door at 53 Carlton E Sockwell Way, Newton, NH
and at <https://seacoastclassical.org>

Trustees Present: Linda Allard, Robert Chase, Michael Gendre, Cindy Lyons, William Nadeau, Kate Riddell, Simcha Weller

Persons Appearing Before the Board: Tim Galitski - SCA Executive Director, Michelle Wirth - SCA Principal

Non-Public Session may be called at any time in accordance with RSA 91A:3 II.

1. Call to Order - RC called the meeting to order at 6:07PM.
2. Public Comment - None.
3. General Correspondence - None.
4. Minutes
 - a. Nonpublic Minutes of 8 October 2024 - WN moved to accept the nonpublic meeting minutes of 8 October 2024 as amended. KR second. 7-0.
 - b. Public Meeting Minutes of 12 November 2024 - SW moved to approve the public meeting minutes of 12 November 2024 as written. WN seconded. 7-0.
5. Finance
 - a. Finance Report - RC reported the bank balances as of December 9: Primary Savings Bank checking account \$530,977.93, Primary Savings Bank money market account (earning 0.5%) \$84,525.51. Citizen Bank checking account \$48,526.00 and the Citizens Bank Parent Council checking account \$86.75. On December 3, SCA received the second installment of the NH per pupil adequacy funds of \$492,966.00 based on average daily membership (ADM) of 179 scholars. CSP reimbursements for October were \$51,410.00. Payments to Crucial IT for the PA system was \$13,373.00. The Citizen's account reflects a \$10,000.00 donation from Matthew Lyons for the Lyons Family Library. KR moved to accept the donation of \$10,000.00 from Matthew Lyons for the purpose of the Lyons Family Library. SW seconded. 7-0. At this time TG will deposit all donations upon arrival. For donations of \$10,000 or more, the Board will vote to approve at the next regularly scheduled Board meeting.

- b. Credit Card Transition Update - RC revisited the need for SCA's Executive Director, Office Manager and Treasurer to utilize a credit card with a set monthly limit for school-related purposes. An application has been submitted for a business credit card account with an aggregate monthly limit of \$30k. TG and LD would each have a card with a \$10k limit. The Treasurer's card would have a \$30k limit. CL moved to accept the \$30K revolving line of credit, with a monthly report. WN seconded. 7-0.
 - c. CSP Update - The balance of the CSP grant is \$156,220.00. TG shared approximately \$8,000 will pay for the sound proofing of the multipurpose room,, as well as curriculum books for next year.
 - d. Budget - RC reviewed the latest budget proposal. WN moved to accept the Fiscal Year 2025 v3 budget as written. MG seconded. 7-0.
6. Executive Director's Report
- a. Enrollment - TG shared that SCA enrollment is currently 179 scholars. Since the start of school there have been 17 new scholars join the school and 15 scholars have left. November 1 opened applications for the 2025/26 school year. Applications of new scholars and commitments from current scholars to reenroll is open until February 15th. At this time there are 38 new applicants and 84 commitments from current scholars to continue enrollment.
 - b. Marketing - TG shared that additional efforts are underway to market the school. Further outreach to a current list of preschools, while expanding the geographic reach of such schools. Starting in January through the February 15 deadline, Family Engagement Events will be done on a weekly basis. TG is discussing a Facebook marketing campaign with the same marketing firm that we used last time. He also had conversation regarding a possible informational piece with WMUR's Seacoast Beat reporter. WN suggested reaching out to local realtors as well.
 - c. Facilities - TG shared that, due to some downed tree limbs along the power lines, there was no electricity one morning and it was necessary to delay the opening of school. He will speak with Unitil again, requesting they trim additional branches along the power line in an effort to prevent further outages. There have been ongoing repairs to the heating systems in the original part of our building. Some progress has been made to regulate the heat, however the contractor is still working on this. The PA system is on order and the CSP grant will be used for this expense. The soundproofing of the multipurpose room is partially complete, this will continue over the winter break. Additionally, the security window in the front entry is planned to be installed over winter break.
 - d. Principal's Report - MW shared a video she produced showing that active movement and play are a part of the learning at SCA. The school continues to work on school culture with scholars and staff. On the first snow day the staff will share a video with the community. Title I programming is going strong with remediation. There was a Title I Informational Night this evening to which all families were invited. There remains an opening for a Title I Aide who will work with all grade levels. MW hosted a coffee talk last week where Nurse Page

shared information about healthy lunch and snack choices. Tuesday, December 10 is the date of the first Winter Concert for grades K-4 and the SCA Choir. The concert is at Sanborn Regional High School starting at 7:00pm. On Friday, December 13th members of the SCA Choir will attend the performance of, A Christmas Carol, at the North Shore Music Theatre. On Thursday, December 12th, the 3rd and 4th grades will take a field trip to the McAuliffe-Shepard Discovery center. On Tuesday, January 28th there will be a Numeracy curriculum night and on Wednesday February 12th a Literacy curriculum night. All families are invited to this adult only event. Prior to the Thanksgiving break, MW distributed SCA car magnets to parents in the carpool lanes.

7. Committee Reports

- a. Parent Council - KR reported that classroom donation baskets will be raffled off at the Winter Concert. Additionally, there will be a bake sale at the Winter Concert. An in-school book fair will not be possible this year due to a 200 student minimum requirement by the vendor. Restaurant nights are in the works, as well as the discussion of end of year activities. The Parent Council wishes to bring a sense of community throughout the school. MW and LD will look into a background check process that is simplified and more accessible. The next Parent Council meeting is Tuesday, December 17th, 6:00 at SCA. All are welcome.
- b. Curriculum - SW shared that the Curriculum Committee held their first meeting prior to this board meeting. RC moved to add Lydia Nadeau as Curriculum Committee member and KR as an alternate member. SW seconded. 7-0. The committee discussed the initial scholar assessments in aggregate. Moving forward, TG will provide the committee assessments done to date, as well as speak with a representative of Hillsdale regarding future assessments. MW will reach out to Literacy Essentials to recruit consultants for professional development services for the teachers. CL discussed the Core Virtues program which is a Hillsdale K-12 enrichment add-on (corevirtues.net). KR moved to adopt the Core Virtues program starting in January. SW seconded. 7-0.

8. Business

- a. Charter Amendment - TG shared an overview and exhibits for the charter amendment to gain approval for adding grades 9 - 12 over time. RC suggested moving this topic into a Non-public session at the end of the meeting.

9. Policies

- a. Policy JHCB, Extracurricular Scholar Clubs, Reading 2 - WN moved to adopt JHCB, Scholar Initiated and Led Extracurricular Clubs as amended. KR seconded. 7-0.

10. Future Agenda - None.

11. Public Comment - None.

Note: The Board took a 5 minute break

12. Non-Public Session

- a. RC moved to enter into Non-public Session pursuant to RSA 91-A:3,II(d) consideration of the acquisition, sale or lease of real property. WN seconded. 7-0.

- b. The Board entered the Non-public session at 8:10PM.
 - c. RC moved to come out of NPS. KR seconded. 7-0
 - d. The board returned to public session at 9:05PM.
 - e. RC moved to submit a charter amendment to the NH Board of Education to expand the charter from K-8 to K-12. SW seconded. 6-0 (Note: MG exited the meeting during non-public session).
13. Other Business -
- a. Staff Follow Up - TG will follow up with the SCA faculty regarding enrollment conversations at the next scheduled staff meeting.
 - b. Executive Director Job Description - The board and TG discussed the updated job description for the Executive Director position. RC moved to approve the Executive Director job description as written. LA seconded. 6-0.
14. Adjournment - LA moved to adjourn. CL seconded. 6-0. Meeting adjourned at 10:11PM.