



# PUBLIC MEETING MINUTES

Seacoast Classical Academy Chartered Public School

Meeting of the Board of Trustees

Tuesday, 10 October 2023, 10:30AM

Kensington Public Library, 126 Amesbury Road, Kensington, NH 03833

Notice posted by 9 October 2023 on the door at 11 Court Street, Exeter, NH 03833

and at <https://seacoastclassical.org>

Trustees Present: Linda Allard, Rebecca Bates, Tim Galitski, Michael Gendre

Persons Appearing before the Board: Invited guest Caitlin Blundell, Blundell Accounting Solutions

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

1. Call to Order - LA called the meeting to order at 10:37am.
2. Public Comment - There were no members of the public present at this time.
3. General Correspondence
  - a. Grottoberfest - It was the consensus of the Board to decline this invitation as the event is out of the Academy's geographic area.
  - b. Dyslexia Screening - No response to this letter is needed because the Academy does not have any students or students from this district.
4. Finance
  - a. Financial Statement - RB reported the financial statement numbers correspond with Blundell Accounting. The cash balance is \$29,290.90. MI-Box storage solution invoice has been reduced \$25.50 due to SCA's insurance policy. There is an unknown debit on the account, under 100.00, RB will look into. CB suggested a credit card with bill.com, which has many control options. CB will provide this information to RB. RB reported SCA is on track with invoicing with CB and there were two donations made this month totaling \$83.00.
  - b. CSP Financing - RB and TG updated efforts with Bangor Saving Bank and Primary Savings Bank to secure a line of credit. RB moved the Board to authorize the line of credit from Primary Bank for the amount of \$400K. TG seconded. 4-0. RB moved to open an account with Primary Bank with a deposit of \$500.00. LA seconded. 4-0. For reasons brought forward by CB the board will keep two bank accounts.
  - c. Audit - CB reported the auditor should have a draft of the 990 within the next month and that an audit of SCA is not required this year because revenues are less than \$50K.

5. Executive Director's Report
  - a. Leadership Conference - TG reported that he attended the second day of the Leadership Conference. Topics of discussion were: required policies and the legislative process for charter schools. As well as the Commission for Oversight for charter schools.
6. Business - None
7. Policies
  - a. EHB - Records Retention, Reading 2 - No proposed changes. LA moved to approve EHB as written. RB seconded. 4-0.
  - b. IMAH - Daily Physical Activity, Reading 2 - Proposed striking practices #2, #4, #6, #9. TG moved to approve IMAH as amended. MG seconded. 4-0.
  - c. JEB - Age of Entrance - Provisions of this policy have been written into the draft of JFAA.
  - d. JFAA - Admission, Reading 1 - Proposed to strike in Application the last two sentences, in paragraph two. Sent forward to Reading 2.
  - e. JLF - Reporting Child Abuse, Reading 1 - Sent forward to Reading 2.
  - f. DID - Dissolution Plan, Reading 1 - Proposed to change 'highest value' in the last sentence to, "fair market." Sent forward to Reading 2.
  - g. ACG - Grievance Process, Reading 1 - Sent forward to Reading 2.
8. Minutes
  - a. Amendment to the minutes of 24 August 2023 - Section 8, change the date of 13 June 2023 to 11 July 2023. TG moved to change 13 June to 11 July in the public minutes. RB seconded. 4-0.
  - b. Amendment to the minutes of 24 August 2023 - TG moved to add a section B , Minutes of Non Public Session, that will state who moved NPS and under which statutory RSA section. MG seconded. 4-0.
  - c. Public Meeting of 19 September 2023 - No proposed changes. RB moved to accept the minutes of 19 September 2023 as written. TG seconded. 4-0.
  - d. Nonpublic Session of 19 September 2023 - No proposed changes. RB moved to accept the NPS minutes of 19 September 2023 as written. TG seconded. 4-0.
9. Future Agenda - None.
10. Public Comment - There were no members of the public present at this time.

At 12:35pm the Board took a 5 minute recess.

11. Nonpublic Session
  - a. LA moved to go into NPS pursuant to RSA 91-A:3,II(d). RB seconded. Roll call vote for SCA Board of Trustees to go into NPS: RB/Yes, TG/Yes, MG/Yes, LA/Yes. 4-0.
  - b. The board entered the Non-Public Session at 12:43pm.
  - c. LA moved to come out of NPS. RB seconded. Roll call vote to SCA Board of Trustees to come out of NPS: RB/Yes, TG/Yes, MG/Yes, LA/Yes. 4-0.
  - d. The Board returned to public session at 1:13pm
12. Adjournment - MG moved to adjourn. TG seconded. 4-0. Adjourned at 1:14pm