



## PUBLIC MEETING MINUTES

Seacoast Classical Academy Chartered Public School

Meeting of the Board of Trustees

Tuesday, 12 March 2024, 10:30am

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

Notice posted by 11 March 2024 on the door at 11 Court Street, Exeter, NH 03833  
and at <https://seacoastclassical.org>

Trustees present: Linda Allard, Rebecca Bates, Robert Chase, Micheal Gendre, Sim Weller

Trustees attending via videoconference: Cindy Lyons

Persons appearing before the Board: Dr. Timothy Galitski, SCA Executive Director, Caitlin Blundell and Katrina Allen, Blundell Accounting Solutions

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 10:33am. CL attended via videoconference, due to being in Florida at the time of the meeting. No persons were present with CL. All votes will be taken by roll call.
2. Public Comment - None.
3. General Correspondence - None.
4. Finance
  - a. Financial Report - RB reported Primary Bank checking account balance is \$18,010.64. Primary Bank money market account balance is \$145,045.01, earned interest of \$45.01. Citizens Bank balance is \$96,730.87. The payroll account has been set up via Citizens Bank. The first payroll payment was made in February. Payroll taxes are accrued monthly, paid quarterly and the first payroll tax payment will be due April 15th.
  - b. CSP Report - RB reported the remaining balance of the CSP Grant is \$1,377,412.
  - c. Accounting Services - TG shared Blundell Accounting Solutions proposal for the coming fiscal year and recommended the "Silver" Service Plan. Services will start on September 1, 2024 and payable November 1, 2024 for services in September. RB motioned to accept the "Silver" Service Plan as written. MG seconded. Roll call vote: SW/Yes, LA/Yes, CL/Yes, MG/Yes, RB/Yes, RC/Yes. 6-0.
  - d. HEFA Update - HEFA loan of \$200,000 will be deposited into the Primary Bank account on March 18, 2024.
5. Executive Director's Report

- a. Board Retreat - TG shared the approved training proposal of the NH Charter School Foundation will be on Tuesday, March 26 from 10:00am to 3:00pm at the Albona in Kensington, NH.
- b. Enrollment Plan - TG confirmed SCA's enrollment amendment with the NH Board of Education is on their agenda for Thursday, March 14th. TG discussed the enrollment plans, should the board approve the amendment. SCA's enrollment lottery will be on Saturday, March 16th at 9:30am at the Memorial School gymnasium. Enrollment letters and packets are being prepared.
- c. Human Resources - TG reported three teachers and the Special Education Coordinator have been hired. An employee referral bonus has been established for the referral of teachers, \$1000 and for the referral of Instructional Aides, \$500.00. Candidates for the principal position are advancing. Contract positions for language, music, art and physical education will be posted.
- d. Benefits - RB is working with vendors for health, vision, dental, life insurances, as well as a vendor for 401K.
- e. Facilities - TG shared that SCA traffic signs are in place on the campus. TG shared the landlord will continue to pass through the cost of materials for facility maintenance and repairs. SCA will need to secure a daily cleaning service. TG asked the board to review the security layout and provide any missing changes within 48 hours to be shared with the contractor. Ed320 needs to be completed 60 days before occupancy of the building. The Board discussed hiring a consultant to complete this requirement.
- f. Professional Development - LD shared teacher professional development for Singapore Math, Literacy Essentials and Core Knowledge will begin the first week of July.

#### 6. Business

- a. Foreign Language - TG and Board discussed the three options for foreign language: Spanish, French, German. RB moved Seacoast Classical Academy to adopt Spanish as the foreign languages for grades K to 5. MG seconded. Roll call vote: CL/Yes, LA/Yes, SW/Yes, RB/Yes, MG/Yes, RC/Yes. 6-0.
- b. IT Proposals - TG reviewed the IT proposals for SCA's start up and operational phases. TG asked the board to choose a contractor and to authorize the Executive Director to execute, when negotiations are complete, one or more contracts. RC to negotiate with the contractor. LA moved the Board to authorize the Executive Director to execute contracts with contractor B. RB seconded. Roll call vote: CL/Yes, LA/Yes, SW/Yes, RB/Yes, MG/Yes, RC/Yes. 6-0.
- c. Academy Expansion - TG reviewed the Future Expansion of SCA document with the Board. TG asked the board to approve the Executive Director to share the SCA expansion concept with the NH Department of Education. RB moved the Board to approve TG to share the Future Expansion of Seacoast Classical Academy concept with the NH Department of Education. MG seconded. Roll call vote: CL/Yes, LA/Yes, SW/Yes, RB/Yes, MG/Yes, RC/Yes. 6-0.

#### 7. Minutes

- a. Public Meeting of 15 February 2024 - RB moved to approve the minutes of 15 February 2024 as written. MG seconded. Roll call vote: CL/Yes, LA/Yes, SW/Yes, RB/Yes, MG/Yes, RC/Yes. 6-0.
8. Policies
- a. JIA - Scholar Due Process, Reading 2: SW discussed concerns with the Gun-Free Schools Act, stating: Board of Trustees of Academy shall expel, for a period of not less than 1 year, a scholar who is determined to have brought a firearm. SW expressed that the expulsion should be permanent. Board discussed the differences in state and federal laws. RB moved to adopt JIA, Scholar Due Process, as written. MG seconded. Roll call vote: CL/Yes, LA/Yes, SW/No, RB/Yes, RC/Yes. 5-1.
  - b. AFR - Family Rights, Reading 2: Board discussed. Change section 19, line 4, mental health intervention to mental health treatment. MG moved to adopt policy AFR, Family Rights, as written with the modification. RB seconded. Roll call vote: CL/Yes, LA/Yes, SW/Yes, RB/Yes, MG/Yes, RC/Yes. 6-0.
  - c. ACAC - Sexual Harassment, Reading 2: MG moved to approve policy ACAC, Sexual Harrassment, as written. RB seconded. Roll call vote: CL/Yes, LA/Yes, SW/Yes, RB/Yes, MG/Yes, RC/Yes. 6-0.
  - d. JICK - Bullying, Reading 2: RB moved to approve policy JICK, Bullying, as written. SW seconded. Roll call vote: CL/Yes, LA/Yes, SW/Yes, RB/Yes, MG/Yes, RC/Yes. 6-0.
  - e. JICC - Electronic Devices, Reading 1: Line item 4, change call to communicate. Sent forward to Reading 2.
9. Future Agenda - None.
10. Public Comment - None.
11. Adjournment - RB moved to adjourn. MG seconded. Roll call vote: CL/Yes, LA/Yes, SW/Yes, RB/Yes, MG/Yes, RC/Yes. 6-0. Meeting adjourned at 2:05pm