

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: December 17, 2020

Time: 7:06 PM

Location: Remote Meeting using Google Meetings, NH

Voting Board Members in Attendance:

Danielle Charest (Chair)

Sarah Thibeault (Secretary)

Neil Mahoney (Parent Rep)

Absent Board Members:

Felicia Doucette (Treasurer)

Jenny Hitzeman

Non-Voting Members in Attendance:

Suzanne Wheeler

Astrid Alvarado

Jennifer Blanchette

Attending Public:

Public Comments/Public Matters

Approval of Minutes from November 2020

MOTION (Sarah Thibeault/Neil Mahoney) Motion to accept the October minutes was accepted unanimously.

Committee Reports

PTO- Neil Mahoney-No December

Curriculum Committee- Jennifer Blanchette-see directors report

H/R Policy Committee-Jenny Hitzeman-Maternity/paternity policy is still awaiting info from finance committee

PR and Community Relations committee- Sarah Thibeault- The committee discussed social media and how to use the Facebook page to inform more people of all that GCCSA has to offer.

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We will advertise school class openings and information sessions using Facebook ads. Also being discussed a Charter School myth buster PSA on Facebook as well.

Grants Committee- See Curriculum Director report

Facilities Committee- Eric Charest-

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

Finance Committee Meeting
No December Meeting

Old Business

Returning to school 2020/2021- January 19 was set as a target date to re-open however the task force would like to meet early January to check the Covid-19 numbers and positivity rate and decide if it is safe to be back in the school. The color-coded matrix has been shared with the parents/caregivers to keep communication as transparent as possible. At the next Task Force meeting discussions should be had about length of time to prepare to go back into the building 2-3 weeks. Next Task Force meeting will be January 4 at 4:30pm

Budget Approval for 2020/2021 school year will be moved to the January meeting.

Maternity/Paternity policy should be ready to be voted on at the January meeting.

New Business

Charter Renewal-Meeting will be held January 4, 5pm in the meantime a google document will be started to divide the tasks.

Directors Report

Suzanne Wheeler-

Although December is a short month, we have accomplished many services. We have completed 10 504 and IEP meetings. Bedford NH has been added to our Gate City Family and they wrote us an e mail stating that we are flexible and easy to work with.

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We are teaching students remotely who are living in another country as well as one in Virginia. One of our students will be attending the Compass School starting this week, but for the use of a 1:1 para educator. The student will remain a student at Gate City Charter School for the Arts. During my weekly DOE Nurses call it was announced that the COVID-19 Update #27 (Quarantine Guidance Update) has been changed from 14 days quarantine to 10 days any questions can be answered by calling 603-271-4496. Ask for a public health staff member. There is a health alert message planned for later this week. As of 12/6/2020 Vaccine planning for Pfizer is due December 14th and Moderna for December 21st. As the numbers of COVID-19 climb in our area more schools have pivoted to remote learning. We are doing a phenomenal job and our teachers continue to give so much of themselves to make all students grow and learn academically and socially.

Some legal information was worked out with Manchester and Londonderry as a student is living with family members out of her home school district, but Manchester allowed her to stay as a Manchester student.

Although many parents are becoming frustrated, we need to understand what a big change this is for them also. I am proud that our teachers are so patient and Continue to communicate so closely with them.

Jennifer Blanchette-

Curriculum Acquired:

Foundations materials purchased.

CATCH Wellness Curriculum (Wellness begins January 4th)

IN PROGRESS:

I-Ready for data in 6-8

Touch Math Placement Tests

Artist-of-the-Month

1. Successful 3rd community meeting was held.

Electives:

1. 2nd round remote beginning on January 19th. All remote.
2. Teacher survey
3. Outside invitation being considered.

Title Grants:

Title II used in funding has been approved in the amount of \$10,528. This assists in paying my salary and is centered around learning community development.

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Title1:

1. Audit preparation in 18 areas of performance. Collected and organized program data from the last 4 years of program operation.
2. Composed program guidelines/plans/evaluations in the following areas:
 - a. Right-to-know.
 - b. Foster Care
 - c. Family Engagement
 - d. Building Capacity
 - e. Targeted Assistance planning
 - f. Program evaluation
 - g. Teacher/Student Evaluation
 - h. Complaint Procedure
 - i. ELL Parent notification
 - j. ELL Program Plan
 - k. Cohort Data retention/graduation
 - l. Needs Assessment
 - m. Student Qualification

In Progress:

-Title I Math is set to begin in January. Currently we are screening students using test results and teacher feedback.

-Progress reports in Title I for reading students in January

EL:

1. ACCESS testing for EL students upcoming.
2. Investigating EL support staff permissions
3. State report for ELL certified.

State Testing:

1. Results provided to teachers.
2. Will be held March-June.

In Progress: Waiting for data relative to other school.

Report Cards:

1. Reviewed and delivered.

Re-Chartering Taskforce:

1. Working to build a clear task list and plan.

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Astrid Alvarado

Current Enrollment

We currently have 141 enrolled students. Currently working on our virtual information sessions for new enrollment.

Grade	Number of Students
K	11
1	19
2	18
3	13
4	19
5	14
6	16
7	16
8	15

DOE Reporting:

DOE-25 report is almost finished and will be sent off to our Board chair by the latest early next week. This report is overdue currently. In large part due to the constant cross referencing that needs to occur each time this report is due. It would be in Gate City’s best interest to align its budget with this report for ease of use. In general, Gate City tends to have too many line items that are in essence speaking to the same idea which makes this report challenging to complete.

Building Issues with Updating for Hybrid:

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After speaking with the maintenance team for the building, it seems Gate City is unable to purchase and install the HEPA MERV-13 (or higher) filters that are recommended by the CDC. The air duct system that is installed in the building will not provide enough power to be able to blow air through the recommended filters. In addition to this, the air flow system within the building is minimal. The only 2 exhausts that are currently working in the building are those that are in the bathrooms, which means that our air system does not bring in “fresh air” often. The maintenance team did suggest we utilize the exhaust system that is in the kitchen to help circulate the air more frequently; however, this would only truly benefit the kitchen and cafeteria area. This would need to be serviced which the maintenance team for the building offered to look at for Gate City.

Updates to COVID related items:

The following went out to families in the December newsletter:

LEVEL	MODALITY	TARGET % in Building
RED	Remote Learning & No staff in the building	0%
ORANGE	Only staff allowed use of the building	10%
YELLOW	Primarily Remote Learning, 1 day a week in-person learning (ALL GRADES)	60%
GREEN	2 days per week in-person learning (ALL GRADES)	85%
BLUE	Near normal operations	99% 

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CRITERIA TO CONSIDER IN ORDER OF PRIORITY

*Board and taskforce recommendations and decisions take precedence

SOURCES	TYPES OF DATA
GOVERNMENT DECREES	Federal, Governor, or DHHS decrees
LOCAL DATA	County COVID positivity rate, case counts, level of community transmission etc.
RESOURCE AVAILABILITY	Staffing availability (including hiring of School Nurse), bus/ after school program availability,
FACILITY READINESS	Purchase and installation of Personal Protective Equipment, protective barrier equipment, and disinfectant/ cleaning supplies

In addition to the criteria, I have started the beginnings of developing a cleaning policy and protocol for our hybrid model when GCCS decides to go back to school. A discussion began at the staff meeting this past Wednesday regarding the logistics of cleaning individual classrooms throughout the day when students are required to spend most of their time in the classroom. This will be something I will continue to work on at the start of the new year.

MOTION (Sarah Thibeault/Neil Mahoney) **Motion** to adjourn was accepted unanimously.

Next public meeting Thursday January 21, 2021, 7pm

Meeting adjourned 8:22 pm