

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: January 21, 2021

Time: 7:05 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 December 2020

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

Committee Reports

PTO- Neil Mahoney-PTO has an online Pampered Chef Fundraiser that will be held the week of January 25. The first phase of the Mascot contest will include a google form to be sent out to all students to get an idea of what the students would be interested in as far as a mascot. The PTO is trying to figure out a way to still have yearbooks for just the 8th graders.

Curriculum Committee- Jennifer Blanchette-See Directors Report

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

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PR and Community Relations committee- Sarah Thibeault- The committee has started a social media campaign-Charter School Myth Busters. Raise Craze will take place in the Spring as well as an outside GCCSA Art Show and looking into a GCCSA Fair and Q&A. The committee is looking to get new parent testimonials for the website, marketing, and ads.

Grants Committee- See Curriculum Director report

Facilities Committee- Eric Charest- The health inspector will be coming Friday January 22.

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

Finance Committee Meeting

Astrid gave a review of the finance committee meeting minutes. The budget has been updated; enrollment is down which lowers our revenue. Our fundraising needs to be stronger to make up for loss of revenue. We will be looking into rent assistance and COVID-19 related PPP loans. Next meeting TBA

MOTION (Sarah/Neil) Motion to accept minutes of the Finance Committee dated January 15, 2021 Unanimously accepted.

Old Business

Returning to school 2020/2021- On January 4, the task force voted to not return to school January 21 because the COVID numbers were too high. Task Force will reassess the numbers in two weeks.

Budget Approval for 2020/2021- **MOTION** (Sarah/Neil) Motion to accept 2020/2021 budget reports was accepted unanimously.

Maternity/Paternity policy- no new update

New Business

Charter Renewal-A strategic planning meeting is scheduled with the directors Friday January 22 at 11 am.

Directors Report

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Suzanne Wheeler-

The focus this month has been on preparing for our Charter Renewal. This has been a very time-consuming task I would like to sincerely thank my administrative sisters for all their help and support with these reports. In addition to this I have had nine IEP meetings and one triennial meeting, with a second meeting later this month to review the IEP. Discussions with Nashua Mental Health concerning a student and then scheduling a meeting (scheduled for January 27th) took much manipulating since there are so many people involved. Meetings with the DOE, Nurses meetings, charter meeting, and SPED DOE meetings continue monthly. We have also having question and answer calls with Jane Waterhouse helping us to prepare for the re-charter. Parent phone calls have been received leading to discussions and research with other districts.

Jennifer Blanchette-

Curriculum Acquired:

WeVideo

i-Ready 6-8 Instructional and Assessment

Artist-of-the-Month

1. Successful 4th community meeting was held.

Wellness:

1. Off to a highly positive start in all grades (teacher, parent, student, instructor)

Electives:

1. Successfully began session two virtually.
2. Outside invitation promoted. 5 enrolled.
3. 11 students in music (piano, voice, guitar)
4. 144 spots filled in term 1. 153 in term 2.

Title I

1. Audit documents submitted to the state for review.
2. Title I Math began in January for grades K-5
3. Newly designed progress reports in Title I for reading students reviewed and sent to families.
4. Title I Newsletter, data catch, updated website
5. Title I Math teacher 6-8 needed.

i-Ready

1. Letter sent home to families.

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2. Teachers conducting pre-testing with students.
3. 6-8 begin Jan 25th, K-5 begin Feb 1st.

State Testing:

1. Will be held March-June.
2. Fall SAS Testing scores: no comparative data, no formal release to parents.

Re-Chartering

- 1.Data Analysis and Goal Creation:
 - a. Teacher analysis for areas of weakness using i-Ready and SAS.
 - b. Creation of grade-level goal and objectives in writing and math
2. Working with staff and administration to organize data, find evidence, and write narratives.

Astrid Alvarado

Current Enrollment

TOTAL: 142

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

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Information Sessions are scheduled for January 26th, February 16th, and March 23rd at 5:30 pm & 7 pm

Currently advertised in Merrimack Patch and surrounding towns/cities.

Paid for Facebook advertising to increase how many people view our post.

We will be evaluating various marketing techniques for us to prioritize where we spend our funds.

There are currently 7 families who have already expressed interest in attending this information session.

Paige will be reaching out to all families who chose to leave GCCS for the 2020-2021 school year but express interest in staying on the waitlist for 2021-2022 to determine how many returning families we will have in the Fall.

DOE Reporting

The DOE-25 financial packet was completed and was sent to the DOE on 12/23. It has returned with some anomalies that I will work on correcting once Recharter information is submitted to Jane Waterhouse on 1/28.

Finance

- Met with Felicia on 1/15 to discuss the 5-year budget and update it given where we currently stand in our finances.
- 5-year budget and current budget was sent to the Board on 1/20
- Current budget was revised to take into consideration the significantly a smaller number of students we have enrolled at GCCS for this school year.
- Lynn is actively seeking a new auditor for GCCS to utilize since Melanson decided they no longer wanted to work with us.

Summer Camps

The summer camp coordinator for Nashua Parks & Rec reached out asking if we were running any camps this summer. I mentioned the idea to staff regarding running any summer camps and there was clear interest that many of them would like to do so. This may be a great way to increase exposure of our community to the greater public. We will already be purchasing 2 large event tents for Spring outdoor activities and classes utilizing CARES funds, so we can further the use of the tents for summer use. One teacher expressed interest in running a remote club for students who would not be able to make it in person. We could further utilize current staff by offering an afterhours camp to make them full day.

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

Next public meeting Thursday February 18, 2021, 7pm

Meeting adjourned 8:40 pm