

**Gate City Charter School for the Arts  
Board of Trustees Meeting  
Minutes**



**Date:** January 21, 2014

**Time:** 6:45 pm

**Location:** Beck's Creative Arts Center, 491 Amherst St, Unit 25, Nashua NH

**Attendance:**

Karin Cevasco, Chairperson

Rebecca Fredrickson, Vice Chairperson

John Keicher, Treasurer

Kurt Stuke, Secretary (Virtual presence via video conference)

Mark Walsh, Performance Improvement Evaluator

Lisa Klein

Bill Spinelli

Dan Sinnott (Virtual presence via video conference)

**Absent:**

Lisa Ura Bollinger

Robert Amrein

**Quorum:**

Eight of ten members present (five required)

**I. Call to Order – 6:50 pm**

**II. Reading and Approval of Minutes – 6:50 pm**

**III. Public Comment – 6:50 pm**

No public present

**IV. Reports & Open Board Discussion**

A. 7:00 **Treasurer's Report** –John Keicher

**V. Old Business**

A. 7:10 **Update on Policy Manual** – Mark Walsh

Mark will forward the finalized and accepted copy for approval by the board. Once accepted, the final version (as a single pdf) will be posted to the web site. The goal is to finalize at the next BOT meeting.

B. 7:30 **Update on School Director Interview Process** - Kurt Stuke

The formal interview process has begun and we have conducted multiple first round interviews. We will continue to interview with the hopes of recruiting a Director soon.

- C. 7:40 Information **Night Logistics** – Rebecca Fredrickson  
The Information Nights will start tomorrow (22Jan2014). The presentation and responsibilities of presenters were reviewed.

## **VI. New Business**

- A. 8:10 **Kindergarten Schedule** – Karin Cevalasco  
Karin facilitated a discussion of three scheduling options concerning the kindergarten class:

Option 1	Option 2	Option 3
<ul style="list-style-type: none"> <li>Teacher Day Starts at 8:00</li> <li>Student Drop off 8:20 – 8:30</li> <li>Instruction Day Starts 8:30</li> <li>Instruction Day Ends 11:30</li> <li>Teacher Day ends at 12:30</li> </ul>	<ul style="list-style-type: none"> <li>Teacher Day Starts at 8:00</li> <li>Student Drop off 8:20 – 8:30</li> <li>Instruction Day Starts 8:30</li> <li>Instruction Day Ends 12:00</li> <li>Teacher Day ends at 12:30</li> </ul>	<ul style="list-style-type: none"> <li>Teacher Day Starts at 8:00</li> <li>Student Drop off 8:20 – 8:30</li> <li>Instruction Day Starts 8:30</li> <li>Instruction Day Ends 12:30</li> <li>Teacher Day ends at 12:30</li> </ul>
<ul style="list-style-type: none"> <li>Includes 4.5 hours of Teacher Paid Time</li> <li>20 minutes of Prep before Instructional Day</li> <li>1 Hour of Planning Time after Instructional Day</li> <li>Instructional Day is 3 hours total</li> </ul>	<ul style="list-style-type: none"> <li>Includes 4.5 hours of Teacher Paid Time</li> <li>20 minutes of Prep before Instructional Day</li> <li>½ Hour of Planning Time after Instructional Day</li> <li>Instructional Day is 3.5 hours total</li> </ul>	<ul style="list-style-type: none"> <li>Includes 4.5 hours of Teacher Paid Time</li> <li>20 minutes of Prep before Instructional Day</li> <li>No Planning Time after Instructional Day</li> <li>Instructional Day is 4 hours total</li> </ul>

A motion was made and accepted to approve option 2.

- B. 8:20 **Discussion on Professional Development and Presentation of Jane's Trust Grant Application** – Karin Cevalasco

Lisa Klein made a motion to submit an application to Jane's Trust, requesting funds to cover the cost of SmART Schools Professional Development. The motion was accepted and filed.

- C. 8:30 **Update from Curriculum Committee** – Lisa Klein

The kick-off meeting was held earlier this month by the committee. A representative from the Trailblazer Company (mathematics curriculum) will meet with the curriculum committee prior to the next BOT meeting.

## **VII. Non-Public Business**

- A. 8:45 **Update from Property Committee**  
We are in the final stages in negotiating a lease.

## **VIII. Suggestions for Next Meeting Agenda**

- Review Viability of Accelerating the Enrollment Schedule
- Review Progress of Policies
- Review Curriculum Committee's Meeting
- Review Status of Property with the Property Committee

## **IX. Adjournment**

- A. There being no further business, Chairperson Cevalasco declared the meeting adjourned by unanimous consent.
- B. Meeting adjourned at 8:33

Respectfully submitted by,

*Kurt Stuke*

Kurt Stuke, Secretary