

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



Date: February 18, 2014

Time: 6:45 pm

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

Attendance:

Karin Cevasco

Rebecca Frederickson

Mark Walsch

Kurt Stuke

Lisa Klein

Bill Spinelli

Bob Amrein (virtual participant)

Absent:

Dan Sinnott

Lisa Ura Bollinger

Quorum:

Seven of ten members present (four 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

- We have received another grant payment
- Our budget has been amended and three items have been added:
 - a line item for real estate tax
 - a building and grounds fund
 - a maintenance and repair fund
- A discussion of offering a before and after hours care as a structured method of fund-raising occurred; pricing points and service models were discussed. Mark Walsh volunteered to explore the business model and related costs and concerns and report at the next BOT meeting. The motion was accepted and filed.

B. 7:10 Update from Curriculum Committee – Lisa Klein

Lisa announced a pending meeting intended to explore tools and what could be done prior to the appointment of a director.

C. 7:30 Update from *Friends* committee – Rebecca Fredrickson

A formal meeting was held on February 9th at the Nashua Public Library. In that introductory meeting, the following issues were discussed:

- areas where volunteers are needed
- the setup of the school (physical space) in August
- the possibility of establishing a visiting artist program
- creating after school clubs
- open houses & family learning opportunities
- creating talent/art/theater groups

Fundraising was also discussed and multiple ideas were raised, e.g. grants, annual appeals, local events. A Gala for August 23, chaired by Rebecca Frederickson, is now being planned. We will be looking for corporate and private sponsorships, donations, volunteers, etc.

A Mines Falls 5k fun run is being planned for October

V. Old Business

A. 8:00 Update on Policy Manual – Mark Walsh

We are now in our final stage of approving the final set of policies. Once finalized, we can add a place to accommodate a revision number and approval date. Mark observed that the most efficient posting approach was to create one pdf policy (versus posting 160 individual policies). These policies, even after BOT approval, will need continued attention and renewed approval. A motion to create one pdf was forwarded, accepted, and filed.

B. 8:30 Update on School Director Interview Process - Kurt Stuke

We continue to interview candidates for the Director position. The need to conduct background checks in addition to the reference checks currently being executed was raised. All second round candidates will be vetted using a third party vendor. Once all candidates have been screened and the results have been reviewed, the third round of interviews with the complete BOT will be arranged.

C. 8:40 Update on “Upper Grades Viability Study” – Kurt Stuke

Kurt reviewed the results of the viability study. The study suggests that we could support an acceleration of the existing charter in order to support grades 5/6.

VI. New Business

A. 9:00 Enrollment Update and Logistics of Enrollment Lottery – Karin Cevalasco

Karin distributed the current enrollment numbers. Each grade exceeded the allotted seats and a lottery will therefore be required for each grade.

VII. Non-Public Business

A. 9:20 Update from Property Committee – Bob Amrein

VIII. Suggestions for Next Meeting Agenda

Review the Business Model concerning Before & After Hours Care

Review the Screening Results for the Director Candidate

Review request to accelerate the charter

Curriculum Committee update

Update from Property Committee

IX. Adjournment – 9:30