

# Gate City Charter School for the Arts

Board of Trustees Meeting

Meeting Minutes

Meeting Date: June 21, 2016

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Time: 6:45 PM

Location: 7 Henry Clay Drive, Merrimack, NH

## Voting Board Members in Attendance:

Bill Spinelli (Chairman)

Bob Amrein (Vice Chairman)

John Keicher (Treasurer)

Kim Rivers (Director) (by phone)

Lisa Klein (Director) (by phone)

Peter Bonaccorsi (Director)

Tom Tyler (Secretary)

## Absent:

Charisa Martin (Parent Representative)

## Attending Gate City Staff:

Karin Cevasco (School Director)

Christina Whitaker (Accountant)

## Attending Public:

Danielle Preston

Larry Hersch

Denyelle Klayton (Candidate for Deputy Director Position)

**Quorum:** 6 of 8 voting members were in attendance at the start of the meeting.

Meeting called to order at 6:51 PM.

## Public Comments

Daniele Preston made a statement in favor of expanding the school day, per the agenda item on that topic.

6:55 PM

MOTION (Bonaccorsi/Spinelli): Motion to approve the minutes as written. Motion passed unanimously.

## Treasurer's Report

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John Keicher (Treasurer) presented the finances and budget vs. actuals. Summary: "We are still doing good, but we are tighter than we've been all year long."

MOTION (Bonaccorsi/Tyler): Motion to approve the financials up thru May 31, 2016 as presented. Motion passed unanimously.

## Fiscal Year 2016-17 Budget

John Keicher (Treasurer) presented the proposed budget, reviewing worst case scenarios which look good even given worst case assumptions.

7:15 PM

MOTION (Bonaccorsi /Amrein): Motion to approve the 2016-17 budget, based on a projected enrollment of 165 (145 students grades 1-8, plus 20 Kindergarten), as presented. Motion passed unanimously.

7:17 PM

MOTION (Amrein/Tyler): Motion to revisit the budget in the August 2016 board meeting to reflect actual enrollment anticipated enrollment for the first day of school.

## The Friends of GCCSA

Danielle Preston presented a detailed update from last Friends of GCCSA meeting of this school year, including a summary of various events planned and that could be planned.

## Curriculum Committee

Lisa Klein (Curriculum Committee Chair) gave a verbal overview of the focus of the Curriculum Committee, which is considering revising the homework guidelines, which are nearly complete. The homework guidelines will essentially be similar up thru grade 4, but starting with grade 5, agendas will be kept in keeping with project-based learning, focusing on meaningful homework.

## Update on Evaluation of the Board of Trustees

The survey is ready.

## Evaluation of the School Director

The evaluation has started and is ongoing.

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## Policy and HR response to Hats and Hoods Rule

It was noted that an appropriate response explaining the position on the Hats and Hoods rule was sent.

## First Reading of Policy Manual Updates

Updates to the Policy Manual were read. Second reading and approval to occur at the next BoT meeting.

Discussions: Automated External Defibrillators were discussed. Larry Hersch suggested we contact Justin Case, emergency preparedness directory for the city of Nashua.

## Finance Committee

Given the discussion surrounding the budget, no further discussion was necessary.

## Community Relations and Endowment Committee

General discussion highlights:

It was noted that we are focused on the Strategic Plan. Year 1 goals are approved; we are getting 3 and 5 year plans approved. Rebecca Fredrickson will be returning to the BoT in August.

## Director's Report

Karin Cevasco (School Director) presented the Director's Report.

A few highlights:

- A Good Job call out to Mrs. Waterman's Class, re: Jack.
- Online reporting system was discussed.
- Proposed change to Kindergarten schedule was discussed.
- There is a "Jill Cane Hall of Fame" gallery of miniature sculptures.

8:05 PM

MOTION (Amrein/Bonaccorsi): Motion to approve the proposed extension to the Kindergarten class time on Wednesdays to 1:00 PM. Motion passed unanimously.

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The GCCSA Board of Trustees would like to thank Dr. Jill Cane for all she has done for the student and the school.

Bill Spinelli read the letter of resignation from Dr. Jill Cane, who is retiring from the school.

## Update on Deputy Director Position

Karin Cevasco and the interview committee proposed.

8:24 PM

MOTION (Tyler/Klein): Motion to confirm the offer of employment for the Deputy Director position to Denyelle Klayton, starting July 11, subject to criminal background check. Motion passed unanimously.

## Board of Trustees Changes

Lisa Klein (Curriculum Committee Director) and Bob Amrein (Vice Chair) had previously announced resignations, and tonight is their last board meeting. Bob and Lisa were presented with tokens of appreciation for their service to the board and the school community.

We have one candidate thus far for the Parent Representative position, and are in discussions with a potential board member at large.

Next Board Meeting is August 16.

8:34 PM

MOTION (Bonaccorsi/Keicher): Motion to adjourn. Motion passed unanimously.

Meeting adjourned at 8:35 PM.