

## Granite State Arts Academy

### Board of Trustees Meeting Minutes

September 1, 2015

*Granite State Arts Academy nurtures creative thinkers, active citizens, and independent learners with a curriculum that integrates the arts and academics. Our Vision is a high school that is dedicated to the arts. It will appeal to a broad cross section of students who are looking to discover the joy and transformational power of the arts and those interested in pursuing the arts in a professional setting. Our academic courses will strive to instill a sincere lifelong desire to learn. Students will explore real world problems, simultaneously developing cross-curriculum skills while working in small collaborative groups. During their time at GSAA students will attend art classes each day and will study at least two of the following studies: Dance, Music, Theater, and Visual Arts. This will allow for personalized learning, creating conditions where students' talents can flourish. This positive approach to educating will empower students to dream and create every day.*

- **ATTENDANCE: AMY SEVIGNY, MARK BOGRAD, DON ERDBRINK, KEN DUNNE , JUDY DAVID, MELANIE HOLDEN, SCOTT MULLANE (ON PHONE)**
- **EXCUSED: NONE**
- **GUEST: NONE**
- **MEETING COME TO ORDER: 6:30 PM**
- Public Comment - none
- Approval of Minutes- Ken correct wordage to go into closed session -RSA 91- A:3 II (A-J). Kate made a motion to approve minutes from August 25, 2015 as correct, seconded by Kate and approved by all.
- Chair's Report
- After school Programing
  - Potential Yoga Tuesday night class
  - Goal to roll out by open house on September 30<sup>th</sup>
  - Need a coordinator- Mark will connect with some contacts who have expressed interest
  - Melanie will help with guidance as she has experience with this
  - Audio recording class as a potential
  - ? paid ad on facebook when it is announced
- Handbooks Reviewed and revised, sent by Mark – discussed. Melanie has some edits she will send to Mark. These will go out as soon as possible. Being reviewed by legal.
- Teacher laptops: System update and virus protection purchase- System updated needed on current computers. No vote needed- ok with board after discussion
- Loan of the PA system request – A student requested a loan for the PA system for her church- we should have a policy on this. Would need to open this up to others if this was allowed. Melanie suggested that we have insurance coverage on this. Don will check with our insurance company and this will be revisited. Scott suggested that if this occurs- a sign out form to include

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that the party borrowing equipment would be responsible for replacement. After discussion- at this time the equipment that the school owns we are not able to replace if damaged- revisit in future.

- Update on survey – Kate created a survey and sent to the board to explore GSAA community preferences on communication, volunteering, and donations. Discussed and suggestions made.  
Will be sent out ASAP to the community
- Ken Zambelo (parent)- would like to give a clinics for the students as a volunteer- Don will pass the information onto Mark to coordinate

Head of School Report- \*\*\*Inserted below as sent by email by email\*\*\*\*\*

September 1, 2015

### **Culture and Climate**

- **Excitement for beginning of school year. Students seem to be happy with the number of students we have**
- **Established rules and regulations with students aka The Hammer speech**
- **So far so good with mix of new and returning students**
- **Advisory program begins Friday which will create non-academic relationships and programming to add to our culture**

### **Curriculum**

- **Kim Carter has returned and worked with the teachers during the Teacher Workshop days on Competency Based Learning. She will continue through the year. We have two more meetings during PD time on September 4<sup>th</sup> and September 11<sup>th</sup> for this month, we will work with her for 10 total days throughout the year.**
- **Powerschool is up and running. We are oh so close to fixing all of the issues. We will need to re-do almost everything for second semester as the rush of putting classes in to the master schedule didn't work for every class. We are going to use this opportunity to do a dry run for**

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next school year. We are going to rewrite the Program of Studies, have students put in their requests on Powerschool and have Powerschool create the Master Schedule and students schedules. This process will happen between now and Halloween

- Parent Portal information will go home with the students this week. The Parent Portal is where families can see grades, direct links to teachers and other things
- We did decide we needed a Pre-Algebra class and since most of the kids who would need that course Deidre will be working with, she was willing to teach that class. Currently it will have 5 students.

### Facilities

- Our rooms are working out, including giving Deidre her own room.
- We have added 2 new vending machines upstairs near the elevator; it gives us 20% of the funding compared to 5% for the old one. We have left it up to the teachers if they will allow the students to eat the classrooms. It also replaces the school store.
- Balducci's has been great. Food is getting out and kids seem to enjoy it.

### Staff

- The staff has been great and extremely patient with our scheduling issues.
- We are looking for many volunteers including Computer lab coverage, Front desk coverage in the afternoon, Graphic Design teacher, study hall coverage, tutors....

### Enrollment and Outreach

- We had 110 students, Lost 1, just didn't like it, 2 never showed up.
- 107 students and possibly 1 more here.

- Budget Committee Report – Don, Scott, Judy- Don passed on budget sheets to Judy, she has updated all formulas. For July 1, 2015- June 30,2015. This needs revisions. Budget committee to meet again. Melanie asked that the board have actual budget by September 15<sup>th</sup>.
- Negotiations have been completed with Brooks property. New building more than likely needed for next year- Brooks has potential new building- board will go to look at.
- Questions and/or discussions that have come up:
  - All injury or reported injuries are documented in an incident report
  - Employee files- Melanie and Ken will work with Renia and Mark on making sure these are organized as they should be
  - Lock down drills- schedule is being created based on state requirements- Mark and staff are developing the schedule
  - Mark has 3 admin. Meetings a week – 1 Budget meeting, 1 with entire administrative team, and 1 student support meeting with guidance, HOS and special needs coordinator.
  - Attendance – is being taken every period via PowerSchool
  - All emails from the board should go through Mark (school related) and Don (for the board) – they will distribute as appropriate
  - The board can not speak as an individual – as a group only- please keep this in mind as a reminder.
  - Continue to try to recruit board members- community board members are needed- especially those with education backgrounds!
- Closed session – Ken made a motion to go into nonpublic session based on 91-A:3 II (A-J) 8:50 pm
- Returned to open session- 9:20 pm
- No public comment
- Discussion regarding frequency of board meetings- currently meeting weekly. Next weeks meeting will be committee meeting (budget, fundraising (car shoe). Per Mark and Don’s request, the board needs to take a step back and let the organizational employees to take over.
  - Mark expressed that he needs the board to focus on finding another building, help with policies and continue budget work- budget committee will need to meet often to finalize budget and prepare for audit.
- Next meeting date – August 15<sup>th</sup> @ 6pm