



Granite State Arts Academy

Board of Trustees Meeting

February 16th, 2021 -- 6pm @ GSAA via Zoom

Public Invited via Zoom Link

Attendance: Don Erdbrink, Jamie MacFarland, Tony Polito, Lisa Peterson, Christine Caron, Frank Sharlow, Michelle Barrow, Jeff Marquis, Jeff Trout, Mary Jo Conlon

Called to order: 6:11 pm

Mr. Erdbrink opened the meeting by thanking Allison Gangler for her service on the board and Mrs. Conlon congratulates her on her new position.

Public Comment

Approval of Minutes from Last meeting

- Mr. Trout Made a motion to accept the minutes as amended. Mr. Polito seconded the motion.
- Roll-call vote: Mrs. Conlon (abstained due to absence), Mr. MacFarland, Mr. Marquis, Mr. Trout, Mr. Polito all approved – motion carries.

Chair Report

- Policy Review Committee

Mr. Erdbrink mentioned that Patrick O'Day suggested we review policies.

Mr. Polito said that internal policies usually appear in the faculty handbook. The board policies do not, however, the board should have all policies and handbooks on hand. Policies that only apply to faculty and not to students and parents should not be published in the general student handbook. Each policy should be put in the appropriate place and not in handbooks for individuals for whom the policies do not apply.

Mr. Erdbrink would like to form a policies committee and Mr. Polito volunteered to be on the committee as well as Mr. Trout. Mr. Erdbrink suggest this be done in advance of the strategic plan.

Ms. Peterson volunteered to be part of the committee due to her experience teaching.

Mr. Polito commented that Mrs. Caron is required to be on such a committee due to RSA information.

Mr. Erdbrink suggest the committee review existing policies in the student and faculty handbooks and determine which policies need updating.

Mrs. Caron suggested Mr. Sharlow be on the committee as well.

- Radio Ad Suggestion

Mr. Erdbrink said that Renia Friend has been researching costs of radio ads, like Frank FM.

Mr. MacFarland mentioned that his son's school runs radio ads and thought it might make sense for GSAA.

Mr. Erdbrink suggests that the expense might be justified if we time the spots correctly.

Mrs. Caron mentioned she believes we have tried radio ads at some point.

Mr. MacFarland suggested students be featured in the ads.

Mr. Erdbrink suggested that we could produce our own ad with the resources we already have.

Mr. MacFarland suggests that the timing for ads may be perfect right now to target students for the Fall.

Mr. Erdbrink suggests we should emphasize small class size.

Mr. Trout suggests there is no harm in researching costs.

Mrs. Barrow suggests contacting WMUR to make them aware of what we are doing as a school during Covid to see if they might feature us in some way. Our success with in-person learning might make us interesting. Showing that we are providing in class quality teaching and arts experiences with the social aspects during a time when other schools are not.

Mrs. Caron mentioned that we have always considered an advertising committee, and this might be an opportunity to explore that. We all have great ideas that do not see fruition.

Mr. Erdbrink volunteered to reach out to radio stations before the next meeting.

Mr. Marquis suggests that Fox News channel 25 may be willing to do a piece on the school.

- Water Heater

Mrs. Caron reports that the water heater for the student bathrooms has been installed at a cost of \$2250.00. The 2nd ESSER grant has been announced and our allocation was given to us but all information since the announcement has ceased. We moved ahead with the installation to remain in compliance with health codes, but we may end up getting reimbursement from a grant. We got a bid for replacing the water heater for the faculty bathroom. The most cost-effective option of \$1800.00 is for extending the existing platform and putting in a new unit

and leaving the non-functional unit in place. The price includes running new electrical to the new unit which is needed as well.

Mrs. Conlon made a motion to spend \$1800.00 to put a new tank in the faculty bathroom. Mr. Trout seconded the motion.

Roll call vote: Mrs. Conlon, Mr. Polito, Mr. Trout, Mr. Marquis, Mr. MacFarland all in favor, motion carries.

- Retainer for Patrick O'Day

Mr. Erdbrink suggests that we pay Mr. O'Day's retainer. He suggests a \$2000.00 retainer should cover the remainder of the school year and into the Fall.

Mrs. Conlon made a motion to pay the \$2000.00 retainer to Mr. O'Day. Mr. MacFarland seconded the motion.

Roll call vote: Mrs. Conlon, Mr. MacFarland, Mr. Trout, Mr. Polito, Mr. Marquis all in favor-motion carries.

Treasurers Report/Enrollment and Admissions Committee – Michelle Barrow

Current State

- The board discussed the current balances. All PPP money has been forgiven at 100%.
- We are waiting on Reimbursement from the ESSER Grant. Possible second ESSER grant coming.
- Our next Adequacy deposit is on March 1, 2021.
- 103 NH Students.
- 5 MA students.
- There are no students in the pipeline for enrolling this year.

Arts Fees Status

- 3 Seniors have paid their outstanding fees.
- There is 1 senior who has not paid any fees.
- There is one sophomore with 1-1/2 years of fees outstanding.
- There are 9 students with no payment plan or ACH. Mrs. Barrow will be working to set up plans with them.

Admissions

- 29 applications for freshman year. 14 have formerly accepted, 15 are pending acceptance.
- 1 applicant for 12th grade.
- Currently 107 students, one leaving.
- 114 students for next year.
- Open house this Thursday with 8 scheduled tours.

Fundraising Committee – Update

- Cookbook fundraiser has raised \$357.44
- Gala date moved to June 20th at the Castleton as a place holder to provide more time to gather donations and plan. Currently looking for another venue and for a Friday or Saturday. Looking for more donations.

Mrs. Caron invited board members to attend the Gala planning meeting for this Friday. She suggests that postponing the gala may help with the Covid restrictions possibly being less strict.

Mr. Marquis mentioned that the problem will be finding a venue with open dates in June.

Mrs. Caron mentions that everything hinges on finding a venue.

Mr. MacFarland suggested Lavelle Winery as an option since they just expanded to Derry.

Mrs. Caron mentioned that if they are open by June we could check for prices. We should try to look for options with pricing around \$34.00 a plate. June will make planning easier.

- Color Run: Mr Erdbrink suggests we might reach out to the Birches to combine efforts for a possible 5K fundraiser in the Spring or Summer.

DOS Report.

- New late work policy is already a help both to students and teachers.
- We are in discussions as a staff regarding a grade policy for extracurricular participation. She would like to give the staff more time on this to determine the procedures regarding how to track grades and homework club.
- Teacher evals are almost complete.
- We have been working to help teachers who are in process of getting their certification.
- Friday meetings. – We have started cohort meetings after staff meetings, these are going well. We will do cohort meetings one Friday a month for teachers to connect and collaborate.
- Charter school meeting – a charter school in Concord had to surrender their charter. The state informed everyone at the meeting. School leaders discussed enrollment challenges due to Covid, and everyone is struggling with enrollment. Birches is way behind in enrollment as well as the Founders. They seem to be experiencing the same issues as we are due to same reasons.
- Our open houses have been highly successful.

Facilities committee:

Mr. Michaud is out of town, nothing to report.

Teacher Representative – Lisa Peterson

- Nothing new to update from teachers.
- Mrs. Peterson commented that teachers and students roll with the punches regarding remote. We are doing our best to make it work, like adding senior lunches. All of us, the entire school (students, teachers, admin) are over achievers and prepared, but it is exhausting.

Mrs. Conlon said everyone is doing a great job and is waiting to see things really start to take off. She found out about the school by accident and believes that is the way most people find out about us.

Mrs. Barrow mentions that charter schools are often heard of by word of mouth.

Mr. Erdbrink mentioned that we need to really feature who we are in a radio ad.

Ms. Peterson mentioned we need to research how to get featured in Instagram because that is what potential students use.

New Business *

- Mr. Erdbrink reminded everyone that we need to replace Mrs. Gangler as a board member, and we need a new Secretary.
- Don will reach out to policy committee next week regarding the review of existing policies.
- The next meeting is scheduled for the third Tuesday of the month, March 16, 2021 at 6:00 P.M.

Wrap Up and Adjourn at 7:28 pm

- Mrs. Conlon made a motion to close the meeting. Mr. Marquis seconded the motion. All approved and the meeting was adjourned.