

SCS Board of Trustees | Meeting Minutes
Tuesday, April 9, 2024
6:00 PM
171 Watson Road, Dover NH

Members Present (Bold):

Heather Ward, Parent Member, Chair

Shannon Keyes, Community Member, Vice-Chair

Nicole Outsen, Head of School, Ex Officio

Chad Roberge, Parent Member, Treasurer

Maegan Adams, Teacher Member

Kayla Hoffman, Teacher Member, Secretary

Theresa Stachow, Expertise Member

Dennis McCann, Community Member

Peter Sweet, Community Member

Kathy Goodell, Parent Member

Hannah Welsh, Parent Member

Josh Roberge, Trustee Emeritus

6:07 PM Call to Order

- **Public Comment/Correspondence:**
 - None

Motion: Peter moved to accept the public minutes from the March meeting.

- Seconded by Denise
 - Heather Ward: Yes
 - Kayla Hoffman: Yes
 - Dennis McCann: Yes
 - Kathy Goodell: Yes
 - Peter Sweet: Yes
 - Hannah Welsh: Yes
 - Maegan Adams: Yes

6:07 PM Chair Report - Heather Ward

- Staff Exit Interviews
 - Two people leaving so exit interviews need to be conducted
 - Hannah and Kathy are interested in joining the Governance Committee

6:10 PM Head of School Report - Nicole Outsen

- Staffing Updates
 - Two new Hires: Heather Rodrigues (7/8) and Aiden Hunt (K)
 - Current openings
 - Part Time Interventionist
 - 7/8 Assistant
- School Happenings
 - Shared newsletter that discussed the different events and activities going on around the school and in the classrooms
- Student Performance and Growth
 - Finished winter NWEA testing which is an internal assessment to track growth and inform instruction
 - Looked at data, which overall showed a huge amount of growth in our students

- Finance
 - Looked at the Draft Budget for 2024-25

Motion: Peter moved to approve the 2024-25 budget as proposed.

- Seconded by Kathy
 - Heather Ward: Yes
 - Kayla Hoffman: Yes
 - Dennis McCann: Yes
 - Kathy Goodell: Yes
 - Peter Sweet: Yes
 - Hannah Welsh: Yes
 - Maegan Adams: Yes
 - Shannon Keyes: Yes

- School Calendar
 - Looked over the edits and made some more adjustments

Motion: Shannon moved to approve the 2024-25 School Calendar with the proposed changes.

- Seconded by Kathy
 - Heather Ward: Yes
 - Kayla Hoffman: Yes
 - Dennis McCann: Yes
 - Kathy Goodell: Yes
 - Peter Sweet: Yes
 - Hannah Welsh: Yes
 - Maegan Adams: Yes
 - Shannon Keyes: Yes

- HOS Contract
 - Discussed the HOS contract

Motion: Peter moved to accept the Head of School Contract for Nicole Outsen with the discussed amendments.

- Seconded by Hannah
 - Heather Ward: Yes
 - Kayla Hoffman: Yes
 - Dennis McCann: Yes
 - Kathy Goodell: Yes
 - Peter Sweet: Yes
 - Hannah Welsh: Yes
 - Maegan Adams: Yes
 - Shannon Keyes: Yes

Motion: Peter moved to modify line 2410101 Salary for Head of School to \$95,000 in the 2024-25 budget.

- Seconded by Heather
 - Heather Ward: Yes
 - Kayla Hoffman: Yes
 - Dennis McCann: Yes
 - Kathy Goodell: Yes
 - Peter Sweet: Yes
 - Hannah Welsh: Yes
 - Maegan Adams: Yes
 - Shannon Keyes: Yes

6:42 PM School Surveys - Shannon Keyes

- Head of School Survey
 - Overall very positive
 - A few people were unsure who the HOS was, which we think may have been due to the one year interim situation
- Culture/Climate Survey
 - Overall the climate is improving
 - Committee recommends we continue doing an anonymous survey and have the HOS report out on the climate/culture at the board meeting

6:48 PM Facilities Report - Nicole Outsen

- Turner group came and did an audit
 - Waiting to hear back and see what recommendations they have for us
 - Overall were happy with the work that has been done so far
- Windows and Siding
 - Scheduled to happen over April break
- Gathering place
 - The school is looking for multipurpose room where we could all gather
 - Civil Works building is a potential place that we could shift Pre-K to and then make a space in this current building
 - Concern is around if we could really fill two Pre-K classes
 - Seems like it will be more money then we will make
 - May want to look into doing a high school arts program like a career tech option

7:03 PM Summary, Action Items

Action Items

- Finance Committee will be meeting on April 30th to discuss left over money
- Governance Committee need to meet to set up exit interviews
- Discuss which board member positions and terms are up
- Nicole will discuss the teacher rep position with the staff
- Look to schedule board training with the NH School Boards Association
- Next meeting will be May 14th

Motion: Dennis moved to adjourn the meeting.

- Seconded by Peter
 - Heather Ward: Yes
 - Kayla Hoffman: Yes
 - Dennis McCann: Yes
 - Kathy Goodell: Yes
 - Peter Sweet: Yes
 - Hannah Welsh: Yes
 - Maegan Adams: Yes
 - Shannon Keyes: Yes