

GSAA Board of Trustees Meeting

07.26.2016 GSAA Salem Location

Called to order at 6:10 PM

Present; Rob Solomons, Don Erdbrink, Jason Swift, Kate Russell, Melanie Holden, Ken Dunne, Tony Polito, Bill Viau, Deidre Smith, Renia R. Deb Zambello, Peter Hazzard

Public: Mary Jo Conlon; Mike Conlon and Mike Smith, Kelli Twiss.

On phone; Amy Sevigny- for closed session only

Excused; Judy David

Notes taken by Kate Russell

- Meeting called to order at 6:15pm
- Public comment section: No comment
- Approval of the minutes; note that contract amount is not in alignment;
 - Ken correction on the RSA91-A ;3 11(A-J)
 - Motion to table minutes approval until we can double check the above items made Melanie, second by Rob. Approved by all.
- **Lunch** Deb Zambello doing research on Sals Pizza .93 cents/slice they have gluten free and individual or whole pizza; we would have kids order in morning and Sals would drop it off lunch time ; managed at front desk. All options GSAA can make a little money from.
 - Meatball subs and easy to wrap sandwiches can be delivered ; this is an alternative for a couple of days during the week. (Denise Young (Madison's mom) store and deli owner.) In discussion with her.
 - lunch money or for whatever reason needs to get lunch at school; since prices are higher than we need to consider keep a limit.
 - Concern that it becomes an admin nightmare; Deb has a strategy that is sound Monday/Wed. She will have gluten free breads too.
 - Start with Tuesday and Thursday with Pizza;
 - Deb thinks it is a good idea to keep the vending machines for healthy snacks, juice and milk.
 - Another issue to be decided is payment for kids that forget in managing the lunch program. Since Deb Z has management of lunch programs at schools she is confident that at least the first month we simply try pizza x2 just to get the kids use to the program.
- Previously contracted humanities teacher who was going to move to NH has had a change of plans- Chris Michaud (civics substitute from last year) has agreed to join the faculty. Don E. and Mr. Polito have both been in contact with him

- Salem building up date: Deidre Smith on Fire wall install in research mode awaiting call backs. Emergency lights must be installed in each of rooms. We need 5 with exit light sign. Mike Smith advising purchase of lights from local vendor so if there are issues with the product that we pay the \$1.00 more than prices listed on Amazon. Deidre recommends that Mike S do a plan; he needs 23 count X approx. \$20 for lights; theater will need 4 or 5; plus wire.
 - Mel made Motion to make a budget for electrical \$1000. For Mike Smith; second by Rob Solomons Approved by all
 - Donation of epoxy to finish asbestos abatement – White Street Paint may donate service and materials; we can do it ourselves but awaiting to hear back
 - Licensed gas fitter removed a gas line and it is outside building capped. Joe Retelo did the work for free
 - We passed our air test after Asbestos Abatement and we are in the clear with 0 Zero.
 - Operation and maintenance plan looking for any further asbestos issues; it will cost something; this is not a plan AECOM worldwide company that creates this plans. Federal requirement; this is for schools that have had asbestos; Brooks properties can take over the plan but cannot develop it because they need a licensed person.
 - Massey for Sprinkler work to be done; company can come in this week to complete
 - Don continues to work on the egress on side of Learning Path Daycare center; Don dropped off the plan that includes the other spaces in the building; fire exit has to go through a hallway; architect will design egress space; fire marshal will need to ok the plan and then Brooks will do the work.
 - Egress Plan should be here by tomorrow from architect.
 - Renovations of the bathroom maybe back on the table: an issue Don will need to discuss with the architect; in question is ADA accessibility; we need further clarification on specific. We need more details to make decision.
 - Don: we have been renting our own dumpster; Brooks requesting that we use the dumpster at the end of the building. Estimate is \$300 monthly. This is probably less than we would pay due to increase student population.

- Derry building update- Renia is planning on moving her office and working from Salem on August 2nd -phone and internet xfer to Salem is planned for early next week. Mike Conlon(parent) is helping with some of the wiring.
 - Staging needs a storage place; legs fold up and they are sturdy. 8 feet by 5 feet x4 and then skinny pieces.
 - Pianos' need moving.
 - Renia's desk needs moving.
 - Lunch tables in bad shape; we can get 3 new tables plus we can sit around the windows in Salem location; we are allowed 48 people in the new café. Rectangle table 12 kids around it table; \$1279 approx. cost. Tables fold up.
 - Chairs separate ; Melanie likes the functionality
 - Mr. Polito noting that chairs could become an obstacle; might be a question for the fire chief. Renia, Mr. Polito and Melanie will continue to explore this
 - Decision to table the discussion until we can consult with the fire marshall.

- Music discussion- Peter Hazzard has a friend who would like to donate a baby grand piano to the school; Chickering, rebuilt in 1980's - - great for choral rehearsal; sounds great and mechanically sound. All we have to do is move the instrument – estimate \$500 to move.
 - Piano can be tuned for about \$100 each. Will need a ramp to go down 3 front steps.
 - Melanie made a motion to accept the piano donation and makes a budget of \$1000 dollars to cover the moving; plate recognizing the donor and tuning; Seconded by Rob – approved by all.
 - Don has connection to person who is selling a recording mixer board (analog) Don describes – \$1200 sound board could live in the music room but the board can be used in theater board; it is a portable board. Additionally, friend is selling acoustic tile that is fire rated (lots over 200 sq. feet of tile) for \$150.
 - Jason; has a donation from friend; 2 owners with full recording studio with booth and boards; no photos yet; the answer is YES - - we need to know the specifics.
 - Decision to table on mixer but continue after we get more details from the donation Jason connection.
 - Motion by Mel to buy the sound tiles for \$150. Second by Ken and approved by all.

- Don discussed - America Security and Fire protection; digital cameras need to be ramped up for new building- \$2255 for wiring 6 cameras.
 - \$850 A-phone intercom moving from Derry; we have to move. + We must purchase the magnetic doors; if we go for all three options we would pay a total of \$3380.00. Monthly charge not going up; we have worked with this company.
 - We will continue this discussion when Don finishes his research

- Judy David and Don E. have been in contact with local banks to discuss theatre financing- Enterprise bank has agreed to provide a loan for the theater- Judy did schedule 4.2% interest on 60 months OR 4.0% 36 months waiving loan origination. Prepayment not allowed; cannot pay ahead until after 36 months. We would have to move to some bank accounts Enterprise. Bank authorized 35k. Don discusses options for payment. General questions and discussion.
 - Mel, makes motion that we pre-approve the Enterprise Bank, 60 month loan, pending further loan research with Peoples if Peoples offers a better deal Enterprise. Ken Dunne made a motion that if Enterprise loan is the best deal we authorize Don Erdbrink, Chairman of the Board of Trustees to sign on behalf of GSAA. Rob Solomons seconded vote approved by all. (Date line is August 12 on Enterprise offer.) Meaning that we execute the Enterprise loan agreement prior to Aug. Seconded by Rob. -Jason calls the question. Vote called and approved by all.

- Bill V. now will contact the Wegner staging company to inform them that GSAA is moving forward.
- Mike Conolon (parent) discussed the voice over ip. – he is proposing a new system; Mike C would do the wiring. 21 units needed. Analog vs. VoIP - one with better options and is cheaper is VoIP Mission. Mission material coverage ... self-install ok- Discussion tabled until we have more information

- Renia discussed bank accounts- Accounts are in good shape to pay all invoices/salary thru summer.

- Mr. Politio discussed that because of Website issue (site recently went down affecting enrollment #'s and website activity) he would suggest a recruiting open house looking- potential dates are August 9th and/or August 10th and the 13th for open house. One in AM and one in the PM to accommodate various schedules; Mr. Politio strongly recommends that we have these events to

increase awareness of the school and new location and educate the public on what we have to offer. Mr. Polito, Don and Renia will continue to discuss and Renia will advertise on website and facebook page

- School calendar needs to be approved (Final version). – Board asking for clarification on the days that count to full school year. Mr. Polito will research this. Build in 5 snow days - if we don't use them we get out 5 days earlier
- Discussion about passing times from class to class and lunch time duration. Concerns about the schedule not syncing; 3 lunches are there now; 4 lunch times being discussed. Mr. Polito, Bill Viau and Chrissy Caron will continue to work on this and finalize
- Discussion regarding curriculum- Mr. Polito recommends that curriculum continue with current consultant with consideration of cost and what is actually going to be done this year. Things that have been done to date is backed up on Google Docs. Bill Viau (lead teacher) and Mr. Polito will continue discussion on this
 - AP and IB are similar programs but they are different – Mr. Polito recommends go into the consideration phase and continue to explore options
- It was discussed that 3 reports (SpEd report, Progress report and school safety report) were not yet filed with the State. Mr. Polito spoke with NHDOE to get extension due to HoS change- this was approved. Mr. Polito will continue to work on these reports
- Welcome and BBQ before school 5:30 to 7:00 and then 7:00 to 8:00 “Meet and Greet” and tour the school. Tentative date is scheduled for Wednesday August 31st- Orientation for families.
- Advisory program was discussed- Mr. Polito would like to look at current program and work with staff to optimize the time so it is valuable.
 - Bill V. thinking staff could be more trained in the advisory class
 - Peter Hazzard feels that kids could change advisory and really get to know the teachers.
- New Business: More details from Jason on the donation of the recording studio equipment

- Peter H. asking : What did students do when they needed to be writing?
Concerned about having a writing surface. Renia will work with Peter to get the appropriate seating “posture” chairs. Moveable arms for music room.
- Rob, makes a motion to go into closed session according to RSA 91-A ;3
11(A-J); Mel second; roll call all in favor. Amy S has joined the meeting via phone.

Returned to open session at 9:30PM

- Melanie making a motion to reconsider the Enterprise Loan motion that passed earlier. Second Rob - all voted approved.
- Melanie makes motion that we pre-approve the Enterprise Bank, 60 month loan, pending further loan research with Peoples if Peoples offers a better deal Enterprise. (Date line is August 12 on Enterprise offer.) Meaning that we execute the Enterprise loan agreement prior to Aug.12 . Motion as Amended part is that Don and Judy have the board’s permission to initiate the loan with Peoples or Enterprise which ever gives a better financial deal. Seconded by Rob. Vote called and approved by all.
- Melanie recommends that the board meets weekly as we have much to accomplish in the new building prior to the start of the school year.
- Next week meeting Tuesday August 2, 2016 – 6PM in Salem.

Meeting closes at 10:00PM.