



PUBLIC MEETING MINUTES

Seacoast Classical Academy Chartered Public School

Meeting of the Board of Trustees

Tuesday, 09 September 2025, 6:00pm

53 Carlton E Sockwell Way, Newton, NH 03858

Notice posted by 08 September 2025 on the door 53 Carlton E Sockwell Way, Newton, NH
and at <https://seacoastclassical.org>

Trustees in Attendance: Linda Allard, Robert Chase, Michael Gendre, Cindy Lyons, William Nadeau, Kate Riddell, Terence Waldron, Simcha Weller

Persons Appearing Before the Board: Joe Patuleia - Interim Principal SCA

Members of the Public: Sue Andrews, Mandy Aureli, Krystal LeBrun, Nina Meola, Laura Segrin

Non-Public Session may be called at any time in accordance with RSA 91A:3 II.

1. Call to Order - RC called the meeting to order at 6:02pm.
2. Public Comment - None.
3. General Correspondence - RC shared a letter, accompanied by a check, from the ACTA Foundation congratulating the Academy for achieving the \$10,000 matching grant.
4. Minutes -
 - a. Public Meeting of 12 August 2025 - MG moved to approve the minutes of 12 August 2025 as written. WN seconded. 6-0-1. Approved.
Note: Simcha Weller entered the meeting at 6:04PM.
5. Finance
 - a. Treasurer's Report - TW reviewed the summary of bank account activity for the prior month and stated the August ending balances: Citizens Checking – \$31,692.42; Citizens Checking (Parent Council) – \$4,189.87; Primary Bank Checking – \$226,871.87; and Primary Bank Money Market – \$10,010.66, St. Mary's Bank - \$168,150.00.
 - b. CSP Update - RC recapped the CSP Grant as reported by Blundell Accounting to be \$15,023 which will be spent or encumbered by the end of this month.
6. Committee Reports
 - a. Parent Council - WN shared an update of Parent Council (PC) activities. PC estimated that 120 people attended the Back-to-School Barbecue on Sunday evening. The event was a great success. RC thanked Sue Andrews and the Parent Council for initiating and leading the efforts since last year. WN shared that Enrichment Activities (EAs) have started with STEM, Chess and Drama. The Council is looking into restarting the Rubix Cube and Foreign Language EAs.

Krysal LeBrun shared two new EA's proposals that have been presented to the Council:

- i. Indoor Track: Presented by Marie Crafts, this activity will be held at the Memorial School Gym, on the 2nd and 4th Thursday of each month. The activity will be open to all grades, limited to 20 scholars and will not have a cost.
TW moved to approve EA, Indoor Track, as presented by Marie Crafts. WN seconded. 8-0. Approved.
 - ii. Downhill Ski Activity: Presented by John Lonborg, this activity will take place on Tuesdays during the ski season, weather permitting, at either Bradford Ski Area or Pats Peak (TBD). Transportation to be provided by parents. RC will consult with legal counsel and the insurance company regarding waivers and liability and WN will research how other schools manage similar activities. WN moved to approve the Downhill Ski Activity presented by John Lonborg, contingent upon these discussions. TW seconded. 7-0-1. Approved.
- b. Curriculum Committee - CL presented that committee has been very busy with training on Literacy Essentials and working on Singapore Math training initiatives. They have been compiling information on assessment and creating Lexile leveled libraries for the classroom. RC commented that the amount of work accomplished in this area has been incredible.
 - c. Fundraising Committee - WN shared that the first meeting of the Fundraising Committee will be next Tuesday at 5:00pm or 5:30pm. He shared a Fundraising Strategic Overview to a few members and with this meeting he will send it to the Board for approval as a guiding principal. CL liked the breakdown of the overview and efforts identified. Shared that it is typical for grant applications to look for 100% community participation in fundraising campaigns.
 - d. HR Committee - KR stated there has not been a HR committee meeting this month. She thanked Katelyn Marchessault for her expertise with the Employee Handbook.
 - e. Facilities Committee - TW, RC and the Board discussed the purchase of rubber grassmats to create an ADA compliant pathway out to the playground, as well as the need to purchase additional woodchips for under the play structures.
7. Executive Director's Report
- a. Principal's Report - JP reported the daily attendance has been 98% so far, a School Nurse has been hired, a new cleaning service has been doing a great job keeping up with the schoolhouse needs, and a posting for a temporary Teaching Assistant has been posted. JP recapped the staff hiring for the 2025/26 year, the enthusiasm of all the staff, and the collaborative environment. RC added that CL has been instrumental in bringing two outstanding professional development resources to the Academy's faculty and staff: ClassicalU and the Hillsdale K-12 Library. Note: JP exited the meeting.
 - b. Audits

- i. NHED's Year 1 Audit (post 1st year operation) - RC reported that this report will be submitted to NHED by 9/23.
 - ii. Federal Single-Year Audit (CSP over \$750,000/yr) by Nathan Wechsler
 - iii. Regular FY25 Audit by Nathan Wechsler
 - c. Enrollment / Marketing - RC reported that 212 scholars were enrolled at the start of the school year. Six of these enrollees did not show up on Day 1 (compared to 25 no-shows last year) resulting in an opening count of 206 scholars. The current enrollment stands at 202. The approved budget was based on 239 scholars, leaving us 37 scholars short of projections. This gap represents approximately \$327K. While cash flow projections remain positive, the shortfall will need to be addressed through both increased enrollment and fundraising efforts. Open enrollment spots remain in the following grades (grade/number of openings): K/2, 3rd/4, 4th/1, 5th/6, 6th/4, 7th/13, 8th/11, 9th/14. Family Engagement Events and Academy postings on town Facebook pages will need to be relaunched to support enrollment growth.
 - d. Facilities - RC stated that the Playground improvements were discussed previously. Facility expansion options are being explored for next year.
 - e. Grants / Fundraising - ACTA \$10,000 matching grant covered previously. Fundraising Committee to meet next week.
 - f. Human Resources - RC stated that JP covered most of HR in his report. RC stated that the Head of School search continues, but it is not yet at the point of interviewing. The NHED Charter School Program Administrator informed RC that a Charter amendment to reflect the organizational change from Executive Director to Head of School is recommended but not required. We plan to make the changes along with any other desired amendments.
- 8. Business - KR will look into the ability for a charter school to provide a transitional Kindergarten.
- 9. Policies
 - a. JFAB - Out-of-State Tuition - First Reading - The Board reviewed and discussed JFAB - Out-of-State Tuition, noting the need to add language addressing scholars who enroll after the first day of school and to clarify requirements for this prorated partial month payment. TW moved to approve JFAB, Out-of-State Tuition as written with the provision that language supporting mid year enrollment and payment be added, and to place the policy in effect without a second reading due to timing constraints. MG seconded. 8-0. Approved.
 - b. IJOA - Field Trips and Excursions - First Reading - The Board reviewed and discussed IJOA - Field Trips and Excursions. TW moved to approve IJOA, Field Trips and Excursions as written and to place the policy in effect without a second reading due to timing constraints. MG seconded. 8-0.
- 10. Future Agenda - None.
- 11. Public Comment - SA, Parent Council Secretary, inquired whether the Board has approved changes to the PC Bylaws. This will be added as a future agenda item. LA asked about the status of the 8th Grade End-of-Year Trip to DC; PC will discuss it with

8th grade parents. KL, Parent Council, inquired about access to the classroom parent contact information, and RC will address this.

12. Adjournment - LA moved to adjourn. TW seconded. 8-0. Approved, the meeting was adjourned at 7:35PM.