

MC2 Charter School Board Meeting

February 20, 2012

Present: Bidy Irwin, Steve Coughlin, Kim Carter, Susan Dreyer-Leon, Darlene Simmons, Jayna Hooper, and Segun Olorunfemi.

Minutes of the Jan 16th were moved to table by Bidy and seconded by Darlene until we can all review them. Unanimous.

Minutes of the February 2nd meeting were reviewed and approved. Moved by Darlene and seconded by Jayna. Unanimous.

Discussion of the Right to Know Law. There is some concern about the board holding virtual meetings and being in compliance with the open meeting law. Steve discussed that this format is not conducive to public participation. He suggested that we meet at a physical location to satisfy this law. There was general discussion about where to meet. At this time, we are not sure that the Manchester Center will be ready for occupancy. Darlene said she would check on using LGC. She also said that the Manchester City Library allows non-profit groups to meet but we will not have our 501C-3 letter by then. Segun also offered to let us meet at the Victory House Church at 404 Chestnut Street in Manchester. Notice will be sent as soon as we know the location for the March meeting.

Kim discussed the posting of our minutes. They have to be posted on the MC2 website as well as on the Department of Education's website. We will be sure to get them to the DOE and on the website as soon as they are approved. Steve also stated that the meetings can be recorded by the public.

Meeting notices must be posted at least 24 hours in advance. The website is one place but we also need a physical posting. Kim will ask Tom Brennan if the Manchester School District could post them. We will also post them at the Richard's Free Library in Newport and see if we can also post them at the Manchester Library.

Accountability Reporting. Kim has sent everyone a link to the NH Department of Education's reporting requirements – see the information in the Drop Box as well. We also need to send them a copy of our Certificate of Insurance and Darlene Simmons will send it.

MC2 Charter School Status Update.

Manchester: Maria –Christina has decided that being the School Leader is not the position she would like with MC2 and had declined the offer. She would like to still be considered as a teacher. She has some personal issues that she needs to deal with that will take time right now when she would be the busiest getting the Manchester school open.

Kim also stated that we need to have more clarity about the job responsibilities and some of the difficulties associated with establishing a new school.

We have a part-time Business Administrator, Charlie Windhausen, who will stay until it becomes a full-time position.

Kim discussed the distributed shared leadership model and that it has been difficult for some to grasp. She is rethinking the staffing design. Right now it would be prudent for Kim to remain as the CEO so that we can move forward, because we need to concentrate on getting the right person to be the School Leader. We need to really define the governance model – and Kim has been researching similar charter schools with the same shared/distributed leadership model. Kim has discussed the possibility of asking Segun to come on board sooner as a Teacher Leader. She will meet with him later today to discuss this. The mentor that the Team worked with in CA, when they attended the Leading for Equity Institute, helped focus the Team on what is needed to set up a good school staff. Kim is also going to talk to Sue Jamback to let her know that we are still considering hiring a CEO. Before we recruit our faculty, we need to get the leadership in place.

Site: (Rogers Street) we have a great architect who is helping with the design and walking us through the planning board regulations and other code requirements. It is moving forward.

Recruitment: There is a meeting planned for Saturday, Feb. 21 to meet with community leaders in Manchester. There will also be parent meetings set up and the Manchester School District will help set these up. Kim is also working with Manchester Community College to reach other parents. There will also be some open houses through the churches etc. Kim is hoping that we can get into the Rogers Street facility soon to hold these meetings.

Newport: Kim also discussed changing the “name” of the proposed Newport Campus to the Sullivan County Campus based on Cindy Gallagher’s suggestion to expand the reach of the middle school efforts. Biddy will attend a Newport School Board meeting and ask if they have received the letter about continued community involvement and whether or not they want to be involved.

Fundraising: Kim reported that she did get a message from John Shea that he initially lost his files but that he will try to reconstruct them from New Zealand. He will provide us with the contacts he has identified as soon as possible. He has suggested a new proposal to begin fundraising in March with “high net worth individuals”. Kim will re-negotiate his contract since he is not doing as much as originally envisioned. Kim will be responsible to go after grants and foundations.

Website: The Board should take a look at the site and send some feedback to Kim to see if there are other things that need to be added, changed etc.

Budget: Kim is adjusting the line items to cover some architect fees, and other facilities cost, and a legal review. The budget is in the drop box for review. The board needs to approve the FY 13 budget by June 30th so it will be important to review it and determine what other adjustments need to be made. Enrollment dictates what we will receive from the State of NH @ \$5450 per student.

Committee Reports:

Benefits- Bidy and Jayna discussed the proposed retirement plan. They are recommending an IRA to which the organization contributes up to 3% of the annual salary. There was a general discussion of benefits and Bidy will send the information about the SIMPLE plan to the board members. The suggestion was that we establish a benefits package for a two year time frame subject to be reviewed at the end of two years. Darlene Simmons will send the health information to Bidy to share with the board.

Other Business:

March 16th there will be a New Hampshire Charter School Conference in Merrimack at the Academy of Science and Design. See posting on the NH Charter Schools Association's website. There will be a session on March 15th in the evening for Charter School Boards.

Next meeting will be March 12, 2012 which will be an onsite meeting.

Meeting adjourned at 11:50.

Respectfully submitted,

Virginia O'Brien Irwin, Secretary