



**Meeting Minutes**

June 3, 2014 10:00 AM – 12:00 PM  
 MC2, 60 Rogers St, Manchester, NH 03104

**Attendees**

Trustees in attendance at MC<sup>2</sup>: Steve Coughlan, Jim DeStefano, CJ Hebert, Darlene Simmons, Susan Dreyer-Leon, Sarah Browning

Trustees in attendance by phone:

Administration: Kim Carter, Ed Marceau

Apologies:

Guest: Elizabeth Cardine by phone, Tyler Cote – attended 1st MC2

**Agenda**

Topics	Discussion	Decision
Call to Order	Mr. Coughlan called the meeting to order at 10:04 AM	
Agenda Review	Introductions to Tyler Cote – attended 1 <sup>st</sup> MC2. There were no additions to the agenda. Letter of resignation from Bidy Irwin. Wishes to remain on advisory board. Kim commented that Bidy has been a real mentor for her and has really provided a lot of guidance to the school and the board. Board suggested we send some flowers to Bidy as a thank you for her years of service.	Motion to resignatio Browning All approv
Public Comment	None.	
Student Time	None present.	
Approval of Minutes	The Board discussed and reviewed the minutes for the Board meetings on March, April and May.  Motion to approve Darlene Simmons as secretary to replace Bidy.	Motion to minutes C Second J approved  Motion to minutes b approve; ; Leon. Ap abstentio  Motion to minutes b approve; Leon. App abstentio  Motion to as Secret Hebert to Browning
School Leader Report	Eddie reported statistics. Currently at 74 students with a few waiting on IEP meetings with the district. Some students identified with attendance issues and will be removed and referred back. Administration continually documents contact with families to try to get students back to school. Staff makes great effort to work with the student to keep them in school and does not process withdrawals until it is confirmed that the student will not come back. Board discussed issues relating to population of students referred and	

likelihood of success with kids we intend to serve and how best to deal with attendance issues. Will add topic to retreat agenda. What is our litmus test for enrollment to our school.

Productive May. Many internships have been setup and are working well. Gateway, 3 scheduled in next 3 weeks. Many portfolios to be completed this Friday.

Jay has been continuing to attend the Chamber of Commerce events and the networking has been quite beneficial.

NISL last piece is on math curriculum and very helpful. Students visited NHDOT – universal message about work ethic and flexibility around career pathways. NHDOE monitoring visit on May 5<sup>th</sup> went very well; on May 8<sup>th</sup> went to DC Child symposium, was rejuvenating and during the conference, one of the panelist talked about MC2 and how we practice the democratic experience. Eddie created a 1<sup>st</sup> amendment focus group and students are looking at our charter through the lens of the 1<sup>st</sup> amendment. Some students are really gaining understanding of culture and process and others are still not there yet; this exercise was great to get kids to understand our charter and how we are helping all kids.

A student created a Gay Straight Alliance for our school. Tuesday after school and no one attended. Changed it to lunch time and now many attend and kids seem to be more conscientious about others. 8-10 students attend 2 times per week.

Kim helped form partnership with RENEW – through Manchester Mental Health Center. This provides students with career and goal setting and serves as another opportunity to build support and capacity to be successful in their lives and school.

Jeremy science teacher established relationship with community garden in city. Great for kids and provides another external learning opportunity within the community.

May 14<sup>th</sup> visited NCCA to research overage under-credited students.

Hired new ESL teacher - Constanza.

5/22 students visited Honda/Nissan dealership; learned about financing and how money fits into their lives. Connecting with students and their passion about cars.

Warren Anatomical Museum - criminal justice learning studio.

Shelley Stratton – International Institute. Vanessa Rashid oversees ESL for refugees. Our students are visiting Institute and having conversations with the refugees to help them practice their English. Students wrote great info about their visits in their journals. A great way to give back to community and partner with this group.

5/31 students went to UNH for special Olympics and assisted by preparing the bagged lunches for kids – they all worked really hard as a part of this project and gained valuable lessons.

Staff and students went on a 2 night camping trip in the White Mountains.

Marcea is overseeing Title 1 progress. Provided evidence of students interacting with the community. Staff continued conversation about treks the positive impact treks have on school settings and scheduling more in the community. Students are finding and suggesting opportunities in the community.

	<p>Looking for FT certified math teacher.</p> <p>New partnership with the Chamber of Commerce. Students will be doing simulated driving program to address distracted driving and limiting crashes. It is run by a couple of retired folks who used to race Porsches. Plan to have a couple of students partner with them to develop a program to raise awareness about safe driving.</p> <p>Recruitment – meeting at West and trying to get meetings at middle schools.</p> <p>Fundraising efforts continue - Terrarium biology project; GOfundme for wounded warrior; California; Bus. Alaska – fundraising for boys for next March; August for girls. Steve Perrons, accommodating partner for school. Raffle in July 1/\$10 3/\$25.</p>	
CEO Report	<p>Kim discussed internships. Looking for board to make connections if possible. Come in and be a speaker can lead to internship opportunities. Passed out brochure for internships.</p> <p>Next generation grant, send team of 5 people to Stowe VT.</p> <p>Kim discussed the DC trip and mention of MC2 school at national conference. Difference about freedom from and freedom to – plays into equity. And wrestling with it in our community. Best answer was from panel for youth investment - there is a Hierarchy of needs – bottom is about <i>freedom from</i> – you need that in order to get to <i>freedom to</i> – freedom to create in the world. Community now at 54% Free Reduced lunch – growing in SPED 32 % too. This has implications for school community. Building partnerships with Police Department and mental health center. Design of school – positive behavior intervention and supports. PDIS – tier 1,2,3. Tier 3 kids need significant intervention. Also have partnership with UNH disability. Providers helping get kids the supports they need to be successful. Seeds of community beginning to take shape and how kids connect learning to community. Our kids want to be of significance and be of value. Eddie has been a great leader to helping teachers be co-learners in a community setting. Momentum is starting to grow. Celebrate the work that Eddie is doing with kids is awesome!</p> <p>QED working on practice profile – where MC2 MHT is going to have to be more independent. Our model works – put kids into leadership when they have trouble – building community together – staff, teachers, students leads to success.</p> <p>Elizabeth developing partnership Project Foundry.org. Their philosophy is directly aligned with our system. Learning management system. Challenges are that we have all these pieces but in many different places. This system brings it all together into one place – elegant graphics/reporting, etc.</p> <p>Summer quarter – 1<sup>st</sup> real summer quarter. Looking at very active, movement and progress through phases.</p> <p>Special Education and IEPs are a continuous concern. Kim has had some very productive meetings with the Supt. and Asst. Supt. discussing how to create collaborations.</p>	
Financial Report	<p>Sent out Preliminary budget draft.</p> <p>Discussion of issues around delivery of special ed services for IEP kids and due process. Outstanding balance due from MSD as of May, is \$5781. There has been some discussion of putting in resource room here, which is not in line with our mission in our school. In addition, there is another resource that is supposed to be being provided and is not. Board member Sarah Browning will call Supt. To discuss collaboration to move this ahead.</p>	Motion to budget to D. Simmc Second C approval.

	<p>Reviewed financials and cash flow issues.</p> <p>Reviewed state aid and comparison of other charter schools.</p> <p>Budget based on 122 students. Increase of 50 students. Board discussed whether this is realistic and how to attract more students.</p> <p>Discussed bridge loan from New Hampshire Health and Education Facilities Authority for a loan through the Direct Loan Program of up to \$75,000 at 1% interest for a term of 5 years to bridge cash flow expenses of the Summer Quarter Session of school, 2014 (July-September 2014), refinance fit-out expenses, and pay consulting expenses pending reimbursement from expected revenues. Provides cash in hand quickly to provide cash flow before receivables come in. Will have 5 years to pay off bridge loan, but only have 3 years for charter renewal.</p> <p>Discussed the three main purposes for the bridge loan: cash flow; pay off fit-out loan over time; and third QED over time. Would add payoff of bridge loan into budget for monthly payments. Also helps us to develop credit history. Reduce interest rate on short-term date and payment of invoices pending reimbursements from state.</p> <p>Also have approx. \$20k title I monies coming in. Lease aid is on the books, but not yet funded at the state level.</p> <p>Discussion of changes to our bank account to an interest bearing account.</p>	<p>Motion to Executive document Hampshire Education for a loan Loan Program at 1% interest years to bridge cash flow expenses Summer Quarter S 2014 (July refinance pay consulting expected Browning C. Unanimous</p>
<p>MC2 Monadnock Campus Advisory Committee</p>	<p>Elizabeth provided update on MC2 Monadnock. Have had good publicity; most recently spoke to Keene Rotarians on a Monday. On that Wed, Kim rec'd call from Keene Sentinel and they put an article in the paper. Really nice thoughtful article about previous MC2 and future. Since, an editorial about MC2 and need in Keene area. Creates more opportunity to get the word out. Added survey to the MC2 website to get testimonials. Working on relationships with colleges. Working on business plan. Outreach to Dr. Hodgen who was Supt. when first MC2 was there. Last meeting on Thursday and July 2 for day long retreat.</p>	
<p>Adjournment</p>	<p>Steve will send out scheduling dates for work session. Meeting adjourned at 12:17 PM</p>	<p>Motion: S at 12:17 P Second: S Unanimous</p>
	<p>Minutes recorded by Darlene Simmons</p>	

Next meeting July 7<sup>th</sup>.