



# Making Community Connections Charter School Board Meeting Minutes

**June 20, 2016, 6PM**  
**MC2, 60 Rogers St., Manchester NH**

***Attendees***

**Trustees in attendance at MC2:** Kim Carter, Adam Johnston, Sarah Browning, Steve Coughlan

**Trustees in attendance by phone:** Marcea Gustafson

**Administration:** Eddie Marceau, Chris O'Reilly

**Apologies:** Jim DeStefano, Jodi Adams, Lori Juszczak

**Guests:**

***Agenda***

Topic	Discussion	Action Items															
Call to Order	Kim Carter called the meeting to order at 6:03 pm.																
Approval of Agenda	No changes.																
Public Time	No members of the public present.																
Approval of Minutes	<b>5/16/16:</b> No amendments. <b>6/3/16:</b> No amendments.	Steve C moved to approve the minutes of 5/16/16. Adam J. seconded. Approved with one abstention (Sarah B). Sarah B moved to approve the minutes of 6/3/16. Steve C seconded. Approved with one abstention (Adam J).															
Meeting Dates	Continuing the 3 <sup>rd</sup> Monday of the month schedule, 6PM alternating locations between Manchester and Keene. Next scheduled meetings are: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;">7/18/16</td> <td style="width: 33%;">6PM</td> <td style="width: 33%;">Keene</td> </tr> <tr> <td>7/30/16</td> <td>TBD</td> <td>Retreat, TBD</td> </tr> <tr> <td>8/15/16</td> <td>6PM</td> <td>Manchester</td> </tr> <tr> <td>9/19/16</td> <td>6PM</td> <td>Keene</td> </tr> <tr> <td>10/17/16</td> <td>6PM</td> <td>Manchester</td> </tr> </table>	7/18/16	6PM	Keene	7/30/16	TBD	Retreat, TBD	8/15/16	6PM	Manchester	9/19/16	6PM	Keene	10/17/16	6PM	Manchester	
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	11/21/16	6PM	Keene	
	12/19/16	6PM	Manchester	
Administrative Reports	<p><b>Manchester:</b> Expecting to have a new high of 80 students at the start of the next quarter. IEP servicing for Manchester will transition to their new system in September. Four new staff members were hired. Eddie thanked the board for its support. Adam inquired about the basis for the enrollment projection, and Eddie and Kim reviewed the reasons for the projection. The budget for next year is based on 77 students. Kim advised that 12 students are on “Child Find”, having opted out of IEPs. Graduation ceremony is set for July 15<sup>th</sup> at 5PM for the two new graduates. Board members are welcome.</p> <p><b>Monadnock:</b> Enrollment continues to hold steady at 90 projected, with the waitlist growing and shrinking. Two new staff have been hired, and more are in process. Approximately 6 psychological counseling interns from Antioch will be servicing both campuses. Monadnock site was approved as a National School Lunch Program site. The vending contract with Monadnock School District was terminated because the minimum participation level was not met.</p> <p><b>CEO:</b> Bussing costs for Manchester Middle Schoolers will only require covering 12 days of busses. It’s not yet known if we will require more than one bus route. PLT coverage for liability, workman’s comp, and unemployment insurance is ending 6/30. Options for unemployment insurance are limited, since we can’t join the state system until the start of the new calendar year. There is another option being explored, the Unemployment Services Trust. Otherwise the school will be responsible for unemployment claims between July 1 and December 31. A purchase order system is being developed.</p>			
Finance Report	Not ready; Kim and Dawna will meet on 6/21 to prepare, and it will be distributed later this week.			
New Business	Liability for student technology issues are arising,			



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	<p>and it will start as an issue for local governance council to begin.</p>	
<p>Committee Reports</p>	<p>Committees can meet even if a quorum exists. No decisions can be made, only discussion and recommendation to bring to the board.</p> <p><b>Academic Excellence:</b> Marcea G reports that the committee has not met recently. Kim has provided the committee information on HiSet. Blended learning models for students who cannot attend for prolonged periods are also need to be considered.</p> <p><b>Development:</b> Marcea G reports the committee hasn't met.</p> <p><b>Governance:</b> Sarah B reported on the June meeting. The committee discussed QED board membership, and decided that QED should make a recommendation as to whether the existing charter requirements for membership are still desired, or if they would prefer a different structure to be placed in the charter renewal, which the Governance committee would then consider and make a recommendation to the full board.</p> <p>Sarah has drafted a letter to be used to start a dialogue with potential board members. Kim suggested that the board expectations document be attached as well.</p> <p>Since Kim will become paid CEO as of July 1, she submits her resignation as a board member effective June 30<sup>th</sup>. The Vice-Chair (Steve C) will act as the chairman for the July meeting, and the Governance Committee will propose a new chairman in time for that meeting</p> <p>The committee recommends that new board members will be assigned mentors from the more experienced board by the chair.</p> <p>Kim asks that the committee consider board development training, as funds are available from the startup grant for a limited time. The Governance Committee will investigate options, particularly the Board On Track offering.</p> <p><b>Finance:</b> Steve C reported that the committee hasn't met since the budget review meeting in May. He will meet with Dawna to discuss timely committee review of financials on a regular basis. Steve C presented a proposal for the</p>	<p>Motion to accept Kim C's resignation from the board as of June 30<sup>th</sup>. Seconded by Sarah B, with regret. Passed unanimously.</p> <p>Sarah B moved that the board assign a mentor to new board members as they join. Seconded by Adam J. Passed unanimously.</p> <p>Adam J moved to compensate Conor S \$55,000 annually. Sarah B seconded. Motion passed, with one abstention (Kim C).</p>



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	administrative structure and compensation for Conor Sands. Kim C. recused herself from the discussion. Conor will be the school leader in Manchester, Chris O will be the principal in Monadnock.	
Other	None.	
Adjournment	Meeting adjourned at 8:09 pm.	