



**Board Meeting Meeting Minutes**

October 19, 2015 10 am – Noon

MC2, 60 Rogers St, Unit 203 Manchester, NH 03104

**Attendees**

Trustees in attendance at MC<sup>2</sup>: Kim Carter, Steve Coughlan, Sarah Browning; Jim DeStefano

Trustees in attendance by phone: Marcea Gustafson

Administration: Ed Marceau; Chris O'Reilly (by phone); Ben Bradcost; Nate Gray (by phone)

Apologies:

Guest: Colleen Guzman

**Agenda**

Topics	Discussion	Action Items
Call to Order	Ms. Carter called the meeting to order at 10:06 am	
Agenda Review	Review of agenda. July 27th minutes need to be approved. August 24th minutes already approved. August Charter School Association Bylaws and Minutes added to the agenda.	Sarah B. moved to accept the agenda as amended, Jim D. seconded, passed unanimously.
Public Comment	Colleen Guzman is interested in joining the board.	
Student Time	None.	
Approval of Minutes	Discussion of minutes. 9/14/15: minor typos corrected. 9/28/15: Chris was appointed to a Legislative Study Committee, a transportation policy will be drafted for review (not Sarah and Steve), December 7 board meeting will be a business session in Manchester.	7/27/15 moved by Jim D, seconded by Sarah, approved. 9/14/15 moved as amended by Jim D., seconded by Sarah B., approved. 9/28/15 moved as amended by Jim D., seconded by Sarah B., approved. 10/5/15 moved by Jim D, seconded by Sarah B., approved.

<p>Internship Updates</p>	<ol style="list-style-type: none"> <li>1. Ben, Manchester: 13 students in internships at the moment, a few more in the works for this week. Interviewing every student for interests, almost completed. Almost everybody has an interest which should be feasible to match. One difficulty is finding placements for many students who want to work with animals. Childcare is also a large interest area. Kim said it's counterproductive to place multiple students in the same location, diluting one-on-one interaction between student and mentor. Minimum is 12 visits over 6 weeks, but internships can run as long as a year. Looking for electrician contacts. Ben.Bradcost@mc2school.org</li> <li>2. Nate, Keene: 20 students set up and started or starting this week. More in process, 5-10 close to completion. KSC, medical, and legal are all problematic due to policies and confidentiality issues. Nate is pursuing alternatives at KSC. Nate.Gray@mc2school.org</li> </ol>	
<p>Monadnock Campus Report</p>	<p>Chris O'Reilly. Enrollment will be at 60 on Tuesday (10/20). Still getting 1-2 visitors/week, and most enroll. Still getting interest phone calls. Chris still thinks he will reach 75 by the end of the year. Five student have left since opening. Most were not surprises. 12<sup>th</sup> graders find it particularly difficult to switch to a new school.</p> <p>Kim reminded the board we need to set a lottery date for next year, sometime in the February-April timeframe. Keene limit for next year is 90 if no action is taken to change it.</p> <p>November 1 is next Adequacy payment milestone.</p>	
<p>Manchester Campus Report</p>	<p>Eddie Marceau. Current enrollment 62, with 8 middle school students. Upcoming Graduations: two students are positioned to graduate this quarter. Discussion about preparing students for success in college, and tracking their status once they leave us.</p>	
<p>CEO Update</p>	<p>Steve C. expressed strong negative feelings about HiSet, which Kim agrees with. Discussion deferred for Accelerated Pathways topic at retreat. Current CEO and School Leaders structure is difficult in both NH DOE expectations for responsibilities and financial sustainability; Kim will be brainstorming with School Leaders.</p>	

Financial Report	<ol style="list-style-type: none"> <li>1. Conversion to new software with Donna scheduled to begin Tuesday (10/20). Outstanding Payables (fitout for Rogers St., QED) discussion. Pros and cons of moving Manchester or staying discussed. Nothing seems possible until Charter is renewed.</li> <li>2. Review Keene Startup Grant Year 2 budget proposal. State is currently in an extension of the Federal Grant, which this proposal will expend, and it's not clear a second extension will be approved to allow us to get a third year.</li> </ol>	Jim D. moved to approve Keene Startup Grant Year 2 budget, Sarah B. seconded. Approved.
New Business	<ol style="list-style-type: none"> <li>1. Background Checks for Internship Mentors. Anybody who works in the building is required to have a background check. State is now encouraging used of live scans, not paper fingerprints, which take a long time to return. Criminal Record Release costs \$10, just checks NH criminal records. Recommended exception is 1-on-1 mentor-student situations, DMV \$25 record check.</li> <li>2. Working on Wellness and Emergency Management Plans.</li> <li>3. Transportation Plan, Manchester: Kim distributed current state and proposal to encourage bus usage by students. Both Manchester School District and MTA options are available. Currently, a small number of students have become dependent on faculty assistance.</li> <li>4. NHPCSA Bylaws proposed changes, they are looking for feedback from us through Kim. Discussion of value of membership, applicability of RSA 91A to the association, and concerns about proxy voting.</li> </ol>	<p>Marcea G. left the meeting, 11:40 PM</p> <p>Jim D. moves to approve two tier background checks, based on many-to-1 or one-to-1 student interactions. Sarah B. seconds. Approved.</p> <p>Jim D, moves to approve proposed bus pass program. Sarah B. seconded. Approved.</p> <p>Sarah B. moved to agree to the proposed changes to the first 4 pages of the NHPCSA Bylaws. Jim D. seconded. Approved.</p>
Future Meeting Dates	<p>November 2 – Work Session – Keene</p> <p>November 16 – Business Meeting – Manchester</p> <p>December 5 – Board Retreat – Amherst (9 am – 5 pm)</p> <p>December 7 – Business Meeting – Manchester</p>	
	Meeting adjourned at 12:02p.m	Moved by Sarah B, seconded by Jim D.
	Minutes recorded by Steve C.	