



Making Community Connections Charter School Board Meeting Minutes

December 6, 2015 10 am – noon
MC2, Rogers St., Manchester, NH

Attendees

Trustees in attendance at MC2: Kim Carter, Steve Coughlan, Sarah Browning, Jim DiStefano (10:30), Jodi Adams, Lori Juszczak

Trustees in attendance by phone:

Administration: Eddie Marceau, Chris O'Reilly (phone)

Apologies: Marcea Gustafson

Guests:

Minute Taker: Steve Coughlan

Agenda

Topic	Discussion	Action Items
Call to Order	Kim Carter called the meeting to order at 10:06.	
Approval of Agenda	Admission process added to agenda. Agenda approved.	
Public Time	No public present.	
Approval of Minutes	11/16/2015: Approved as amended.	11/26: Moved by Steve C., seconded by Sarah B., minutes approved
CEO and School Leader Reports	<p>Kim spoke about planned visitors to the school from Utah and British Columbia.</p> <p>Monadnock is about to kick-off a letter writing campaign to make potential donors aware of fund matching through December 28.</p> <p>Monadnock expects to maintain 59-60 students through the next quarter, exits are being matched by new interest. Chris is finishing up the school lunch RFP process, and expects to be serving school lunches next quarter. He also expects to add a social studies teacher this week.</p> <p>Manchester is at 60 students enrollment. The students who have left tend to be older students with few credits. Interested students are being scheduled to shadow for a day or so to gauge interest.</p>	



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	<p>On December 3, Eddie, Steve and Sarah met with MSD on changing the model for delivery of SPED services. We have 12 students from Manchester with IEPs, and 2 from other districts. (Jim D. joined the meeting) Eddie continues to work on Community Service networking. Currently advertising for learning specialists. The Monadnock and Manchester leadership teams meet weekly by phone to improve practice. The Yankee Candle fundraiser has raised over \$700 so far.</p>	
Nomination of Board Members	Jodi Adams and Lori Juszczak are both present.	<p>Jim D. nominated Jodi Adams to join the board. Sarah B. seconded. Unanimously approved. Jim D. nominated Lori Juszczak to join the board. Sarah B. seconded. Unanimously approved.</p>
Facility	<p>Eddie, some staff, students, and some board members toured a 12,000 ft² space in Manchester that is available as a sublease. Jim expressed his thoughts on how to move to a more attractive space earlier than the end of the current lease. Board members discussed the pros and cons of the space and moving. General feeling of the board was to continue investigating costs and detail planning to gain better understanding of costs.</p>	<p>Sarah B. moved to authorize the administration to explore the concept and form an exploratory committee chaired by Jim D. Steve C. seconded. Unanimously approved.</p>
Special Education	Lori expressed concerns with the school being responsible for hiring, as it can cause delays in delivering services.	
Fundraising	Lori updated the fundraising status. At the moment they have collected 40 bags of clothing for the December 19 deadline. Maximum amount possible to raise is \$5000. Together Counts is a website where we might be able to win wellness related support, based on a random drawing of individual entries. Looking at an event at Millie's	



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	Tavern after the holidays. There is a possibility of a donation towards a robotics program.	
Financials	Dawna will transition to her full responsibility in the next week, and will be invited to the next board meeting. The DOE-25 report must be submitted ASAP, and is now ready.	Sarah B. moved to approve the DOE-25 as drafted. Jim D. seconded. Unanimously approved.
Property and Liability Insurance	PLT will no longer be able to provide insurance after June 30, 2016. Moving to another carrier will probably have a large financial impact. Darlene Simmons will provide us advice.	
Old Business	Criminal Record checks continue to be an issue for internships.	
Policies	Title IA Parent Involvement Policy presented and discussed. Photography and AV Recording Policy was discussed, but questions remain, so adoption was deferred to a future meeting.	Jim D. moved to approve the Title IA Parent Involvement Policy, Steve C. seconded. Unanimously approved.
Board Development	Kim will bring Board Development training options to the next meeting.	
Adjournment	Meeting adjourned at 12:01.	Sarah B moved to adjourn. Motion approved.