



Board Meeting Meeting Minutes

February 16, 2015 10 am – Noon
 MC2, 60 Rogers St, Unit 203 Manchester, NH 03104

Attendees

Trustees in attendance at MC²: Kim Carter, Steve Coughlan, Sarah Browning; Darlene Simmons, CJ Hebert joined meeting in progress

Trustees in attendance by phone: Jim DeStefano

Administration by phone: Ed Marceau, Elizabeth Cardine

Apologies: Susan Dreyer-Leon

Guest: Marcea (by phone) joined meeting in progress.

Agenda

Topics	Discussion	Action Items
Call to Order	Ms. Carter called the meeting to order at 10:05 am	
Agenda Review	Add Susan Dryer-Leon resignation under Board of Trustees	
Public Comment	None.	
Student Time	None.	
Approval of Minutes	Amend 1/26/15 minutes to correct date to 1/26/15. D. Simmons to send minutes to Michelle Gauthier.	Motion S. Coughlan to approve Minutes from 1/5/15. Second S. Browning. All in favor. Motion S. Browning to amend date on 1/26/15 minutes to 1/26/15. Second S.Coughlan. All in favor. Motion S. Coughlan to approve 1/26/15 minutes as amended S Coughlan. Second S. Browning. All in favor.
Board Meeting Schedule	Board of Trustees a. Reappointment of Stephen Coughlan b. Reappointment of Darlene Simmons Discussion to re-energize advisory committee. Next work session will include board development.	Motion S. Browning moved to reappoint S. Coughlan. Second D. Simmons. Four in favor, one abstention. Motion S. Browning moved to reappoint D. Simmons. Second S. Coughlan. Four in favor, one abstention. Motion J. DeStefano to accept S. Dryer-Leon resignation with regret and appreciation. Second D. Simmons. All in favor.

Manchester Campus
School Leader Report

Enrollment is currently at 63 students. Several recent interviews and inquiries, potential for 6 new students. Internships are growing; Jacques Flower Shop is a new partnership. Actively looking for mechanics businesses to meet interests of students. Working with International Institute, students helped immigrants do grocery shopping – EOD reports show tremendous impact on students. Some students helping at New Horizons. Staff exhibitions went well. Working closely with St. A’s and having college interns come in for 2 hour intervals a couple of times per week, with intentional purpose in their participation in the community. Another student accepted into college – currently a total 2 applications with 2 acceptances!

Looking at a campsite in Bethlehem for treks and outdoor experiences. Also meeting with Tim St. Onge to partner and create outdoor learning experiences. Meeting with Stay, Work, Play group to see how we can create some collaborations and/or partnerships.

Last week of National Institute on School Leadership – strategic design in schools and particularly math curriculum. Eddie appreciates opportunity to complete this yearlong program and he feels it has helped him in his work at MC2 to evaluate and enhance MC2’s program. Final project addressed serving over-age and under-credited students; including a student here that was willing to be involved and provide feedback.

Successful site visit for Surry Village students, parents, and staff last Wednesday.

MC2 is one of the six featured schools referenced a study “Inside Mastery Based High Schools: Profiles and Conversations” by Springpoint, a national non-profit funded by Carnegie Corporation.

Working with Dyn to nominate 3 students to program for Juniors – students would visit different tech businesses and students will leave with 4 credits for college. Hoping one of our students might be chosen.

Facility issues – Toilet flushing may be causing water leakage; working with students to prevent improper flushing within community. Also may have some assistance with floor waxing from a student’s dad.

Community Recognition Dinner – Propose April 9th 6 – 8:30 pm. Darlene to redraft invitations, review list of invites and add community partners to the list. Discuss further at March 2nd board meeting.

Monadnock Campus
report

Elizabeth provided update: Received startup grant, continue working with NHDOE on specifics. Discussion is now based on when is MC2 Monadnock opening rather than will it open. Working with local person who has expertise in funding. Need to raise about \$225,000 for fit-out. Looking for matching grants and large donors in the area. Working with internship students from 1st MC2 school to identify success stories. Reviewing architect design to determine what would be needed to

	<p>fit-out that space for the Monadnock campus, including ADA access to 2nd floor.</p> <p>Successful family information night – 30+ families – interested in newsletter to keep informed. 58 families; with 26 confirmed as 8-9th grade. Waldorf and Surry schools have both shown significant interest. Lottery system works separately for MC2 Manchester and MC2 Monadnock; if applications reach 60 by March 1st, then would have a lottery. Board continues to be mindful of our combined enrollment for both schools in our charter.</p> <p>Hiring process set out for School Leader with job offer by beginning of April. Looking to build collaborations with internship sites in preparation for school openings. Hannah Grimes is working with MC2 to develop internship guidelines.</p> <p>Horizon items include Keene Young Professionals network and United Way to build advisory committee and board.</p>	
CEO Report	<p>Future board work sessions 15/16 calendar – 2 calendars; budget planning; and snow days. Will also discuss make-up days with staff, students and families with a potential of starting spring quarter one week earlier.</p> <p>Discussion of new applicants and family visits. There have been 3 students who left and returned. Many top issues are finance and data management related – need to focus on business manager or CEO positions.</p> <p>Startup grant - follow-up with emails and calls. Working with NHDOE on timing of award, and specifics on grant guidelines.</p> <p>Springpoint Report, college access group at national level. National recognition of work MC2 is doing.</p> <p>Floors – CJ and Jim are working with a student’s dad to work on project to get floors shined.</p>	
Financials	<p>Board reviewed and discussed financials. Next to last adequacy payment \$102,238; had been budgeted for \$96,000; last payment comes in August based on final actual enrollment numbers for end of year data.</p>	

Policies	<p>Second Reading, Conflict Resolution</p> <p>Discussion of governance structure for complaints. Some complaints may first go to Appeals and Recommendation Committee (ARC) for resolution. Under Level I, complaint goes to school leader and notification to board. Staff and board will review policy recommendations more closely and discuss again at March 2nd meeting.</p> <p>Conflict Resolution Policy is bigger umbrella and will address specifics where ARC is not appropriate.. Review Jan 5th meeting outline in preparation for March 2nd meeting.</p>	
Other	<p>Special Ed Committee Report & Suggestions (Sarah and Steve)</p> <p>Setup meeting to discuss overall handling of special education concerns with Manchester SD school board members in Wards that currently have students with IEPs at our school, including a few other board members and the Superintendent. Plan to set date for meeting at March 2 meeting. Invitation to Polaris to include them in the meeting if they are interested.</p> <p>Sara agreed to act as an advocate for parents if they wanted one when they are dealing with MSD. Eddie and Kim can let parents know there is a volunteer advocate available to them if they are interested.</p> <p>Once new Asst. Supt. is hired to replace position, set up meetings to meet with the person.</p>	
	<p>Future Meeting Dates:</p> <p>March 2, 16 Meetings April 6, 20 April 9 Recognition Dinner</p> <p>Future meetings will likely be the 1st and 3rd Mondays of each month. Discussion of neutral site and possibility of night meetings to meet needs of Monadnock folks as well. Discussion at March 16th work session for time/place.</p>	
	Meeting adjourned at 12:02 p.m	
	Minutes recorded by D. Simmons	

Upcoming board meetings:

March 2 – Business Meeting – Conflict Resolution Policy; prioritize agenda for March 16th work session; set date for Parent Pizza Information Night for current families

March 16 – Work Session – will include Discussion of future meeting dates/times

April 9 – Community Recognition Dinner