



Meeting Minutes

July 8, 2014 9:00 AM – 3:00 PM
 MC2, 60 Rogers St, Manchester, NH 03104

Attendees

Trustees in attendance at MC²: Steve Coughlan, Jim DeStefano, CJ Hebert, Darlene Simmons, Sarah Browning

Trustees in attendance by phone:

Administration: Kim Carter, Ed Marceau

Apologies:

Guest: Marcea Gustafson

Agenda

| Topics | Discussion | Decision |
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| Call to Order | Mr. Coughlan called the meeting to order at 9:09 am | |
| Agenda Review | | |
| Public Comment | None. | |
| Student Time | None. | |
| School Leader Exhibition | Eddie did his School Leader Exhibition presentation for the board, staff and students. Following the question and answer period, the group assessed his presentation as and overall Exemplary plus. | |
| Student Internship Project Presentation | Zac provided a presentation on his internship with Lavalee Brensinger. His project was a re-design of the MC2 School space to enhance learning and reduce "loitering" areas in the current space. | |
| Board Focus and Goal Discussion | <p>Discussion around special education policy and collaboration with MSD. Discussion of feedback action plan and setting goals for the board.</p> <p>GOAL #1: Financial Sustainability with a focus on three areas: Recruitment, Corporate Sponsorships, and Board Expansion</p> <p>SMART Goal Outline:</p> <p>Specific – Our goal is Financial Sustainability by June 30, 2015.</p> | |

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| | <p>Measurable – Finances at end of year, no layoffs, no debt, strong rental payment history, improving financial position, enrollment trend for future sustainability of at least 130 students; van or bus for transporting students on internships or treks.</p> <p>Attainable – YES</p> <p>Reasonable – YES</p> <p>Time bound – by June 30, 2015</p> <p>Sub-pieces – Recruitment/Marketing; Corporate Sponsorships</p> <p>GOAL #2: Board Development – Grow board to 9 members by end of June 30, 2015. Discussion of relationships with SNHU; grant writers; bankers; building owner.</p> <p>Discussion of a potential goal “supporting CEO/School Leader academic mission of the school” - more of a board support on-going. Also discussed being mindful of Developing Allies/Alliances with the Community.</p> <p>Potential of hiring grant writer on contingent fee basis.</p> <p>Discussion of setting up working committees of board members</p> | |
| <p>Student and School Success Discussion</p> | <p>Discussions of admission process, attendance, drop-out statistics and mission of MC2 to help students achieve success. May revisit board policy to determine when a student is accepted to MC2 once they complete MOLO. Plan to discuss at a future meeting of the board.</p> | |
| <p>Financial Sustainability Planning</p> | <p>Discussion of Preliminary budget and CEO role. One consideration is to hire Kim as part-time CEO, while beginning recruitment of CEO.</p> <p>Discussion of committees. Share with MC2 Monadnock to find potential members for committees.</p> <p>Finance/Fundraising: CJ Hebert; and Jim DeStefano – potentially students</p> <p>CEO Search: Susan Dryer-Leon, Steve Coughlan, MC2 Monadnock Rep</p> <p>Board Development: Jim DeStefano, Susan Dryer-Leon</p> <p>Policy: D.Simmons and Steve Coughlan</p> <p>Recruitment/Marketing: D.Simmons; Steve Coughlan – potentially students</p> <p>Special Education Committee: Steve Coughlan, Sarah Browning</p> <p>MC2 Monadnock Update</p> | <p>Motion to hire Kim Carter as part-time CEO retroactive to July 1, 2014; salary to be negotiated by a committee of the board by C. Hebert; second D. Simmons. Unanimous approval.</p> |

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| | <p>Marcea reported about the retreat for MC2 Monadnock: The group focused on the following areas:</p> <p>Facilities – Jim will review Keene Middle School space. They discussed how best to use the space to ensure that the MC2 model would fit into old traditional classroom space. Also discussed other possibilities in the area. Planning to invite Pat Gallup, founder of PC Connection. At one time she had a vision of the Keene Middle School being an arts center/school. Local charter school is outgrowing their current space and may be interested in collaborating in a community center.</p> <p>Budget and Fundraising – discussed budget looking at MC2 Prime and # students and potential for start up grant, sponsorships and partnerships. Discussed other grant opportunities and partnerships, learning opportunities, RES, and different organizations within the Monadnock community for support. Discussed assignment of local organization contacts to committee members. Potential to find sponsorships to repay school loans for teachers. Collaboration for student teaching from Antioch at both sites.</p> <p>Leadership/Staff – nomination to have Elizabeth as coordinator for this year. And discussion for future leader for school. Discussed where priorities would lie for staffing school and how to recruit.</p> <p>Students/Recruitment – how to let families know about exhibitions. Develop relationships with schools and guidance counselors.</p> <p>PR – Community – evaluation of how things went for the past year and set goals for next year – marketing/advertising, website, leadership, board development and advisory committee, develop coalition building, funding aspects and school leaders as well as MC2 – QED relationships.</p> | |
| Adjournment | Meeting adjourned at 3:03 PM. | Motion: S. Browning to adjourn at 3:03 PM. Second: D. Simmons. Unanimous approval. |
| | Minutes recorded by Darlene Simmons | |

Next meeting August 4th.