



Making Community Connections
 Charter School
 Board Meeting Minutes

June 19, 2017, MC2,

60 Rogers St., Unit 203, Manchester, NH

6:00pm-8:00pm

Attendees

Trustees in attendance at MC2: Jodi Adams, Marcea Gustafson, John Griffin, Kim Carter (CEO)

Trustees in attendance by phone: Sarah Foucher, Susan Dreyer Leon

Administration: Chris O'Reilly, Conor Sands,

Apologies: Adam Johnston

Guests:

Agenda

Topic	Discussion	Action Items
Call to Order	The meeting was called to order at 6:03pm	
Public Time	No one was present	
Approval of Agenda	The agenda was approved	
Student Time	No students were present	
Approval of Minutes	Susan moved to approved March 20, 2017 minutes and Sarah seconded. Susan moved to approve the April minutes and Sarah seconded.	Approved by roll call vote with John & Sarah abstaining. Approved by roll call vote with John abstaining.
School Leader and CEO Reports	Monadnock Update 6/2017 Students and Families – Kroka students completed their 12 day expedition on Lake Champlain successfully rowing and sailing the length of the lake (135 miles) in their hand-built 30 foot umiak. This was a major	



Making Community Connections Charter School Board Meeting Minutes

	<p>accomplishment for our students and evidence of a successful partnership between MC2 and Kroka Expeditions. We hope to be able to continue our relationship with Kroka and offer this program to more students in the coming years.</p> <p>Graduations Gateways: Alice Weil, Bea Bittenbender and Addie Callihan all completed successful graduation gateway exhibitions. We had a graduation ceremony for Alice and Bea on June 9th. Addie's ceremony will be upcoming as two more of our near-graduates (Maude Warshaw and Ben Bigij) prepare for their gateway exhibitions in the very near future. Alice will be attending the Maine College of Art, Bea will be attending Clarke University, and Addie will be attending Goucher College in the fall.</p> <p>Enrollment – We estimate that we will have approximately 90 – 95 students beginning the summer quarter and anticipate that we will be at or close to our enrollment limit (105) at the start of the fall quarter.</p> <p>Internships – We have a total of approximately 73 community partners who are approved internship mentors/sites. Placement numbers will be reported on the next update.</p> <p>On 5/25 we held our second annual Community Recognition Dinner at KSC and it was well attended by students, families, community partners, and MC2 staff and Board members. The plaques given out to our community partners were made from wood donated by one of our partners (Bensonwood), and engraved using our new laser cutter/engraver (thanks Elizabeth!). Jason did a tremendous job organizing the event and the student presenters took full advantage of the opportunity to personally thank their mentors. MC2</p> <p>Monadnock alum, Victoria Milne, also eloquently</p>	
--	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--



Making Community Connections Charter School Board Meeting Minutes

	<p>addressed the audience, reflecting on her experience at MC2.</p> <p>Staff – We recently hired a new teacher/advisor to fill the open social studies position and are very happy to welcome back Nate Gray, who was previously an Americorp volunteer who filled the position as internship coordinator during our first year. We will also be hiring two new support staff as 1:1 tutors to provide sp. ed. services. We currently have 1 admin assistant, 4 tutors/paras, 4 teachers/advisors, 1 school leader, 1 internship coordinator/advisor and 1 PT (.25) IT support staff. We will continue the search for another teacher/advisor to join our staff beginning in the fall quarter when enrollment is up to 105.</p> <p>Special Ed. and Section 504 – We currently have 20 students with IEPs (23%) and 11 students with Section 504 Plans (12%). We expect the number of students with IEPs to rise to approximately 26% at the start of the 2017-2018 school year. The new special education director for SAU 29, Rick Matte, has met with leadership and has expressed interest in working with MC2 to improve the way in which special education services are delivered, how our organizations communicate, and how to best serve the students in our community collaboratively.</p> <p><i>We talked a bit about how the work with the districts is progressing and getting a fuller understanding of our model has been very helpful. Also being able to get case management as a billable, which is very helpful.</i></p> <p>Committees – Fundraising and Site Council committees met on Wednesday 6/7 at 5:30 and 6:00 pm respectively. The Wellness Committee met on 6/1 at 8:00 am. Brooke Bennett from Healthy Monadnock –</p> <p>Champions Program attended and welcomed us as</p>	
--	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--



Making Community Connections Charter School Board Meeting Minutes

	<p>partners with Healthy Monadnock. The results of the assessment of our organization that she conducted led to the awarding of two badges – Building Resilience and Tobacco Free.</p> <p>Upcoming Events – Summer Quarter begins July 10</p> <p>MC 2 Manchester Update to the Board – 6/19/17</p> <p>Enrollment – As of 6/19/17 we currently have 70 students enrolled.</p> <p>Middle School Enrollment - 33</p> <p>High School Enrollment - 37</p> <p>5 students are likely to withdraw from High School.</p> <p>10 applicants in progress (6 with IEPs)</p> <p>Facilities – We are meeting with the Union Leader folks on Thursday the 22nd at 8:30 am to hopefully finalize arrangements.</p> <p>Special Education:</p> <p>We have 22 students from Manchester, 6 from out of Manchester with IEPs, for a total of 28 students with IEPs. (40%) We have 5 students in the evaluation process. We have 8 students with 504 plans. (9%)</p> <p>Program:</p> <p>We have hired:</p> <ul style="list-style-type: none">● John Coppens as Science Teacher and Advisor.● Nicholas Roes as Art Teacher and Advisor. <p>Student Successes: 4 recent gateways:</p> <ul style="list-style-type: none">● Jay passed his gateway into Creations● Jackie passed her gateway into phase 2 Applications● Madison passed her gateway into phase 2 Creations● Kayla passed her gateway into phase 3 Creations	
--	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--



Making Community Connections Charter School Board Meeting Minutes

	<p>A group of three boys successfully met their benchmark to submit their Business Concept Plan in the Merrimack Valley SCORE competition.</p> <p>Internships, Update</p> <p>Currier Art Museum Planned Parenthood Millyard Museum Brutus Auto Ataboys Auto Polaris Charter Baker's Collision Repair Sites in Development: Photographer, Jean Woznia Cosmetology: Laird Institute. Dave's Dragons Double Midnight Comics Police Explorers Cafe La Reine Courvilles Assisted Living TS Welding Auburn Police Department</p> <p>Staffing –</p> <p>Two Employees have finished their time with us:</p> <ul style="list-style-type: none"> ● Jen Spoerke has resigned and finishes her time with us at the end of the week. Currently seeking alternative employment. ● Ben Bradbury-Koster has resigned and wrapped up his efforts with us by organizing the recognition dinner for our internship partners. <p>Leadership – Leadership team met for the day to discuss academics, compensation, and metrics of success.</p> <p><i>We had a discussion about clarifying with staff what the consequences would be for failing to make commitments as MC2 students and possibly as staff—things like internships and community meetings and other outside of normal school hours events.</i></p>	
--	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--



	<p>CEO Update</p> <p>June 19, 2017</p> <p>MC2school.org – REDESIGNED WEB SITE LAUNCHED!</p> <p>New Hampshire Alliance for Public Charter Schools – I recommend MC2 Board members become familiar with the resources and supports available through the Alliance, and consider renewing membership for the 2017-18 school year. Consider also having a representative attend the quarterly meetings.</p> <p>Public Relations Reaching Higher NH is a “nonpartisan 501c3 public education policy resource for New Hampshire parents, educators, and elected officials, dedicated to supporting public education and fostering high standards that give all students the opportunity to prepare for college, careers, and life in 21 st century New Hampshire.” Dan Vallone, Director of Engagement, recently served as an outside panelist for a gateway at MC 2 Manchester. Formerly Chief of Staff at the US Department of Education’s Office of Innovation and Improvement, Dan is eager to showcase the work of both MC2 campuses.</p> <p>The Small Business Association networking event Citizens Bank is hosting has been moved to September, but they remain interested in holding it at MC 2 . Please let me know if you are interested in working on this event when the time comes.</p> <p>The Hechinger Report published the response letter to the second article. The OpEd Editor followed up by getting in touch requesting another OpEd about teaching math through auto mechanics, clarifying that with OpEds we get final say on all edits.</p> <p>Updates</p> <ul style="list-style-type: none">• a reminder that teacher agreements are “at will” and the language has been shifted and shared with the leadership team and it has a more professional feel and professional expectations. The board reviewed the updates which have	
--	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--



Making Community Connections Charter School Board Meeting Minutes

	<p>been approved by the leadership team.</p> <ul style="list-style-type: none"> • We are making improvements on our ability to compensate staff more competitively and the leadership team is beginning a discussion on a compensation model that has space for performance and also working on on-boarding new staff, how we support them and make sure we are better able to keep staff. • There was a discussion about leadership and how we are going to support and advertise for leadership positions in our succession planning for Manchester in particular. We talked a bit about dividing the job between operations and working on the academic model. · Charter Renewal Process – No word yet on the charter renewal report or the date of the state board meeting for review/approval. · Title I Onsite Administrative Review – The Title I Complaint Policy is not a policy that needs to be voted on; we need to have it available via our website. · MC 2 Manchester Facility Update – On Friday I was told our proposed “lease looks good to go.” What remains is completing the Exhibits that are part of the lease. 	
Financial Report	John presented the financial report and everything looks very good and the committee approved a 3% salary increase for existing staff. They also unanimously recommended the bridge loan (see below).	
Old Business	No old business	
New Business	<p>Bridge loan is being recommended primarily as a precaution in case we have unanticipated expenses related to space in Manchester. There will be rent payments on Rogers St. in July, August, & September. It’s not an unbudgeted expense, but it is an unanticipated unknown. So, this gives us some flexibility while waiting for next years revenues.</p> <p>Marcea moves that we authorize Kim to do all the necessary paperwork to take out the loan. John seconded the motion.</p>	The proposal was approved via unanimous roll call vote.



Making Community Connections Charter School Board Meeting Minutes

	<p>Marces moves that we re-up our membership in the New Hampshire Alliance for Public Charter Schools. John Seconded. We agreed the money would be coming from the operating budget.</p>	<p>Approved via unanimous role call vote</p>
<p>Policies</p>	<p>Policy</p> <p>EF Food Service Management Policy—the policy has been amended to allow for a small purchase threshold increase from \$5,000 to \$15,000, which will allow us to attract a vendor for food service in Manchester.</p> <p>Marcea moved that we amend the policy as described. Jodi seconded the motion.</p> <p>JKAA Physical Restraint Policy—the board completed the first reading of the policy and asked some questions. A second reading is scheduled for the next meeting.</p>	<p>Amendment approved by unanimous role call vote.</p>
<p>Committees</p>	<p>Academic excellence Still waiting to hear on Charter Renewal</p> <p>Development Met with Gretchen about Salesforce again. The committing is still trying to collect data to get into the Safesforce software, which will be very useful once we're up and running (internship sites, volunteers, individuals, parents, previous funders, etc.). Kim also pointed out that we have a new "donate" button on the new website.</p> <p>Governance Governance reviewed Food Service and Restraint policies (see policy section above).</p> <p>Finance Just a reminder that we have two board meetings to decide who the new treasurer is going to be.</p>	



Making Community Connections Charter School Board Meeting Minutes

	Meeting was adjourned at 7:42 pm	Marcea G motioned to adjourn.
Upcoming Meetings	Board Retreat in Keene, June 28 th 4:00-8:00 Next Meeting is July 17 th , also in Keene Board Meeting dates are set through the end of the year on the third Monday of each month.	