



Making Community Connections
 Charter School
 Board Retreat

June 28, 2017, MC2,

149 Emerald Street #UP-3, Keene, NH

4:00-8:00pm

Attendees

Trustees in attendance at MC2: Jodi Adams, Marcea Gustafson, John Griffin, Sarah Foucher, Kim Carter (CEO) Susan Dreyer Leon

Trustees in attendance by phone: Adam Johnston

Administration: Chris O'Reilly

Apologies:

Guests: None

Agenda

Topic	Discussion	Action Items
Call to Order	The meeting was called to order at 4:27pm	
Approval of Agenda	The agenda was approved	
Public Time	No one was present	
Student Time	No students were present	
Minutes approval	1. Approval of Minutes <ul style="list-style-type: none"> a. 5/16/17 We amended the minutes to reflect that Kim Carter (CEO) is a voting board member. Marcea motioned that we approve the minutes as amended. John seconded. b. 6/19/17 We amended the minutes to reflect that Kim Carter (CEO) is a voting board member. 	Minutes were approved as amended by unanimous roll call vote. Minutes were approved as



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	<p>Sarah moved that we approve the minutes as amended. Marcea seconded. There was no discussion.</p>	<p>amended by unanimous roll call vote</p>
Old Business	No old business	
New Business	<p>a. MC2 Manchester lease extension John reviewed the proposed extension to the lease agreement on Rogers St. which expires on June 30th. The landlord is willing to extend the lease on a temporary basis to March 31st or earlier if the Union Leader building is available for our move. John recommends adding the line “Whichever should first occur” to cover this probability. John moved that the board allow Kim to negotiate a lease extension substantially on the terms of the current lease agreement and provided that it ends on March 31st, 2018. Adam Seconded the motion. There was no further discussion .</p> <p>b. FY18 Budget Budget Overview Kim explained the differences in this year and last year’s process for building a budget—moving from an annual enrollment number to a quarter-based system—and we discussed how special education reimbursement is working out across districts and reminded us that Chris is working on a good process within the Monadnock Region. Kim shared the sending district data with the board. As per our prior discussions, employees who have been with us for a year or more got a 3% increase.</p> <p>Compensation for CEO & Business Manager Kim proposes that the Business Manager position should move from a compensation level of \$20,000 to \$30,000. The CEO and Business manager propose that the CEO salary move from \$30,000 to \$50,000. The argument for both moves is that neither position would be replaceable at current levels. Kim recused</p>	<p>This motion was unanimously approved by roll call vote.</p>



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	<p>herself from this discussion and the board discussed the merits of the raises with a particular focus on replacement costs for CEO and Business Manager as measured against typical public school salaries. We agreed that we need to begin moving towards parity for these jobs within our organization, and so we accepted the proposed raise for the Business Manager and increased the proposed compensation for the CEO to \$55,000. Marcea moved that we increase the business manager's salary to \$33,000 and the CEO's salary to \$55,000.</p> <p>Kim rejoined the meeting to share additional budget information before we make the final motion.</p> <p>Kim left the meeting again and Chris was asked to step out for a few minutes.</p> <p>Adam proposed that the board authorize a \$3,000 each bonus for CEO, Business Manager, Manchester Site Leader and Monadnock Site leader to be dispensed in September once student adequacy payments are distributed. Marcea seconded.</p> <p>Marcea moved that we also offer a \$3,000 bonus to Elizabeth Cardine in her role as Master Teacher. John Seconded.</p> <p>John moved to approve the budget as amended for fiscal year 2018. Sarah seconded.</p>	<p>This was approved by unanimous roll call vote</p>
<p>Board Retreat</p>	<p>Board Retreat Start of Fiscal Year Items We agree that from now on we will do the following routinely at the start of the fiscal year.</p> <ul style="list-style-type: none"> • conflict of interest statements • board renewals • criminal background checks (if needed) 	



	<p>• Annual board contributions to MC2</p> <p>Board Goals and Priorities</p> <p>We had an extensive discussion of Board goals for the year and engaged in a process of brainstorming and prioritizing to arrive at two main board goals for the year.</p> <p>Board Goals for 2017-2018</p> <ul style="list-style-type: none"> *Succession Planning—Plan in place by February *Board Development (understanding the mission, models and current level of implementation) <p>We agreed that some of the other items on our brainstorm list will be communicated to the committees by the CEO.</p> <p>Admissions commitment</p> <p>Kim explained that leadership is working on an admissions commitment agreement to ask students and families to sign to help all parties understand when a students refusal to participate in the school program as designed would result over time in a process of mutual recognition that the student is not missing the mission of the school.</p>	
	<p>John made a motion to adjourn. Seconded by Susan. The meeting was adjourned by 8:04pm</p>	