



Making Community Connections
 Charter School
 Board Meeting Minutes

Monday, 17, December 2018
 6:00PM – 8:00PM
 MC² Charter School
 100 William Loeb Drive, Manchester, NH 03109

Attendees

Trustees in attendance at MC2: Jodi Adams, Amanda MacLellan, Kim Carter, Adam Johnston (6:14).

Trustees in attendance by phone: Susan Dreyer Leon, Marcea Gustafson (6:06pm Left at 6:19pm), John Griffin

Administration: by phone, David Lane, Chris O'Reily,

Apologies:

Guests: None

Agenda

Topic	Discussion	Action Items
Call to Order	A quorum was not yet present, so we did the Manchester site update while we were waiting.	
Public Hearing	The meeting and public hearing was called to order at 6:15	
	1. An award of Award of \$3,000 from Roy A Hunt Foundation Adam moved that we accept this gift. Seconded by Amanda	Approved by unanimous roll call vote.
	2. Donation of Van from Pat Gallup for the purpose of providing transportation for students to their internships. The van is offered "as is." Blue Book value of approximately \$16,000.00	Approved by unanimous roll call vote



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	Adam moved that we accept the van, Amanda seconded.	
	<p>3. Donation of \$10,000 from CMH Foundation</p> <p>Solicited for the van and it would be used for upkeep and maintenance for the van, though the check was made without restrictions.</p> <p>Moved by Amanda, seconded by Adam.</p>	Approved by unanimous roll call vote.
Adjourn public hearing	Adam made the motion to adjourn the public hearing at 6:25 pm	
Meeting called to order	The Meeting was called to order at 6:27	
Approval of Agenda	The Agenda was approved	
Approval of October minutes	Adam moved to approve the October 15 th minutes. There was no discussion. Amanda seconded.	Approved by Unanimous Roll call vote
New Business	Acceptance of resignation of Dan Vallone. The board accepts this resignation with regret. Moved to accept by Adam, seconded by Amanda.	Approved by Unanimous Roll call vote
School Leader and CEO Reports	<p style="text-align: center;">MC 2 Manchester Update</p> <p>Please see attached PDF Document</p> <p style="text-align: center;">Board Update – Monadnock</p> <p>Please see attached PDF Document</p> <p style="text-align: center;">CEO Update</p> <p>CEO Update December 14, 2018</p> <p>News:</p> <p>Funding possibilities in development:</p> <ol style="list-style-type: none"> 1. Lease Aid: Our applications are almost ready to submit. The next step then will be to see if the funds are incorporated into the next state budget. 2. MC² Monadnock Location: Discussion is proceeding. An update will be included with the Finance Committee report. 	

	<p>3. CSI funding: Pending.</p> <p>4. Barr Foundation: Following the current RFP webinar, I signed up for an office hours appointment to discuss eligibility. There's a possibility for "off-initiative" funding.</p> <p>5. QED collaboration: We are exploring a re-organization of financial, curriculum, and technology support services, based on QED assuming a role as ESO – Educational Support Organization.</p> <p>Update on CEO goals:</p> <p>1. Managing continuing NHDOE accountability and grant requirements: * Annual Report – 2017-18 <i>** in process; thank you to Steve and Jodi for Board input</i> <i>NOTE: We are in the process of revising the format for monthly Board updates to incorporate information that is needed for the Annual Report. That should serve two key purposes: continually informing the Board on progress on charter goals, and decreasing the task of gathering the information at the end of each year.</i></p> <p>* Emergency Operations Plan <i>** Remaining indexes for EOP – Still on the To Do list</i></p> <p>2. Submit 2018-19 federal grant applications: * Title IIA – allocation is \$11,305.19. <i>Approved.</i> * Title IVA – allocation is \$10,000. <i>Submitted and approved. Funding will cover Innovation Project and LifeSkills Training at MC² Manchester, and CPR/First Aid training at both campuses.</i> * Dropout Prevention (CSI) – The state has experienced a delay in starting this process.</p> <p>3. Work with Business Manager: * Grant reporting to NHDOE - <i>up to date through November</i> * Budget monitoring and adjustment - <i>Audit fieldwork is complete.</i> * Establish processes and risk management committees – <i>Still on the To Do list</i></p>	
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	<p style="text-align: center;">Joint Loss Management Committees – <i>in process</i></p> <p>process</p> <p style="text-align: center;">Grant application and approval</p> <p style="text-align: center;">Fundraising process (<i>draft almost complete but put on back burner</i>)</p> <p style="text-align: center;">Technology Plan (for eRate)</p> <p style="text-align: center;">3. Manage and monitor CEO role in relation to the two campuses:</p> <p>pending</p> <ul style="list-style-type: none"> * Leadership team meetings – still * Alternative Certification plans ** New submission – I approved 	
Financial Report	Financial report was reviewed. Adam noted we are managing the revenue deficit (due to enrollment).	
Old Business		
New Business continued	<p style="text-align: center;">a. Response to Fighting</p> <p>Kim and David presented considerations for response to fighting incidents and the board discussed. Leadership will have conversations with school community (students, staff, and parents) as next step.</p> <p style="text-align: center;">b. Board retreat location – Century21 in Concord.</p>	
Policies	None tonight:	
Committees	<ul style="list-style-type: none"> a. Academic Excellence – haven't met b. Development – haven't met c. Governance – Reported on meeting with potential board member candidate 	



Making Community Connections Charter School Board Meeting Minutes

	<ul style="list-style-type: none"> d. Finance – Discussion about potential additional revenue sources. e. Succession Planning Committee – Hasn't met. 	
Upcoming Meetings	BOARD RETREAT — January 12 th , 2019. January 28, 2019 — Keene February 25, 2019 — Manchester March 18, 2018 — Keene April 22, 2019 — Manchester May 20, 2019 — Keene June 17, 2019 — Manchester	
Adjournment		