



Making Community Connections
Charter School
Board Meeting Minutes

October 05, 2019
21 Chenell Drive 9:00-am-3:00 pm

Attendees

Trustees in attendance at MC2: Jodi Adams, Amanda MacLellan, Kim Carter, Joy Sabolevski, Susan Dreyer Leon

Trustees in attendance by phone:

Administration:

Apologies: Adam Johnston, John Griffin

Guests: None

Agenda

Topic	Discussion	Action Items
Call to Order	The meeting was called to order at 9:22am	
Approval of Agenda	The agenda was approved	
Public Time	No public was present for public time	
Student Time	No students were present	
Approval of Minutes	Approval of the September 2019 minutes Kim moved to approve the minutes seconded by Joy	Approved by unanimous vote
New Business	2018-2019 Audit Joy moved to accept the audit. Seconded by Amanda Indoor Air Quality Management Plan Amanda moved to accept, seconded by Joy	Approved by unanimous vote Approved by unanimous vote



<p>Board Retreat</p>	<p>a. Vision and Mission</p> <p>We spent considerable time reviewing the survey from the early summer looking at Board opinions about the Guiding Principles.</p> <p>Discussion about priorities – preparation for life is organization’s top priority, as in mission statement. Personalized pathways, including HiSET, are supported in all ways possible (see Guiding Principle 1).</p> <p>Vision – MC2’s vision is to ensure each child’s success by working together with families and communities to interrupt the predictive value of race, class, language, gender, and special capacities on student achievement in our schools and our communities.</p> <p>b. Priority Focus area</p> <p>i. Charter Renewal</p> <p>Kim reminded us that the way to get both campuses on the same renewal schedule will to have Monadnock renew again in 3 years (early) when Manchester does so that both sites will be on the same 5 year schedule.</p> <p>We reviewed the <u>process and timeline</u> of renewal events and the tasks that need to be accomplished.</p> <p>We reviewed <u>Board section of the “affirmative evidence”</u> section of the renewal process and the Interview Questions for Board of Trustees. It has been highlighted for us that the State</p>	

	<p>Board is particularly interested in student achievement and how the Board is paying attention to data and improvement plans. Board Development support and training. Lots of questions about the board’s qualifications, skill sets, etc.</p> <p><i>Side note: Kim recommendation related to Board meeting. We stop having school leaders reading their updates to us and instead, focus on a Board Development piece on the agenda in every meeting.</i></p> <p><u>Proposed Changes in Charter Goals</u></p> <p>We reviewed changes made this year and in particular we discussed the change to goal 1, where we wanted to focus less on time and more on competencies (our typical measure of success). We in particular wanted to focus on both the Habits and the Competencies.</p> <p>The Board agrees that, on-average, students are expected to complete a certain, measurable amount of progress, % of competencies completed or items from their phase-checklist within their first year of the school. Kim will draft something that captures this and makes it more specific and get that back to the Academic Excellence Committee and the leaders.</p> <p>ii -- Succession Planning & iii--Business office services</p> <p>David Lane has given his notice as leader of Manchester. Conor is willing to serve as an interim site leader, but has requested a timeline that would allow for a two-week</p>	
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	<p>orientation period for the new leader at the end of the quarter. <i>Kim recused herself from the discussion of Conor's position and pay.</i></p> <p>The Board agrees to hire Conor full time beginning Monday, Oct. 7th to begin the leadership transition and he will take over as Manchester School Leader when David leaves in three weeks.</p> <p>Moved by Amanda, seconded by Joy</p> <p>The Board reviewed Job Descriptions for CEO/CFO.</p> <p>We reviewed Kim's ideas from moving the Thoughtful Classroom rubric to a kind of Board evaluation/task sheet that might be better than the evals we're using now from Board on Track. We could also see on this rubric where the business office is doing some of the fundamental tasks of the organization. We also received the Board of Trustees job description and Individual Trustees Performance Expectations.</p> <p>We revised the job description for Manchester School Leader position. Kim will post.</p> <p>Strategic Planning/Goals</p> <p>i Financial sustainability</p> <p>Increase fund raising</p> <p>ii Board Development</p> <p>Kim moved that we accept Adam's resignation as treasurer. Joy seconded.</p>	<p>Approved with Kim Abstaining</p> <p>Approved</p> <p>Approved with Amanda abstaining.</p>
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	<p>Joy moved that Amanda serve Treasurer. Kim Seconded.</p> <p>We acknowledged the need to recruit board members. We agreed that we could use someone with fundraising and marketing experience. We discussed whether anyone on the Monadnock advisory board might be willing to join the MC2 board, since we don't have as many Keene community connected folks, which we would like to have!</p> <p>Increase Board understanding of Board responsibilities</p> <p>Increase Board understanding of school governance structures.</p> <p>Representing the Organization to the community is also a Board responsibility could be helpful.</p> <p>iii. Academic Excellence</p> <p>To identify and track metrics that inform, support and further the goals of our charter</p>	
Meeting Adjournment	3:00	