



Meeting Minutes

November 16, 2020 6:00 - 8:00 PM

Remote Meeting via phone.

Attendees

Trustees in attendance at MC²: None (due to stay at home orders)

Trustees in attendance by phone: Jodi Adams, John Sabolevski, Kim Carter, Adam Johnston, Joy Sabolevski

Administration:, Chris O'Reilly, Elizabeth Cardine

Apologies: Amanda MacLellan

Guests: Jerry Appell

Agenda

Topics	Discussion	Decision
Call to Order	Called to Order at 6:04	
Agenda Review	Agenda reviewed and adopted	
Public Comment	No guests in attendance for public comment	
Approval of Minutes	Approval of minutes from October 19	Approved by unanimous roll call vote

	<p>Approval of minutes from the non-public session on October 1 2020</p>	<p>Approved by unanimous roll call vote</p>
<p>Monadnock School Leader Report</p>	<p>Report: Enrollment - Current enrollment: 55</p> <p>Staff – 4 Educator/Advisors (1 Math, 1 ELA, 1 Science, 1 Internship Coordinator) 1 Administrator 1 Admin. Assistant 5 support staff (2) 1:1 paraprofessionals (3) general support paraprofessionals - all funded by billable special education service hours. 1 Volunteer (Makerspace)</p> <p>Special Ed. and Section 504 – We currently have 15 learners with IEPs (27%) and 3 learners have Section 504 Plans (5%).</p> <p>Community Connections – Members of our MC2 community donated two carloads of tents, emergency blankets, sleeping bags, clothes and boots to the 100 Nights Shelter last week. The donations are part of our ongoing efforts during the pandemic to stay true to its mission of helping its students become stewards of the world. Besides the donations to 100 Nights, our community has made and delivered birthday acknowledgements to residents and staff at Genesis HealthCare. Our students can also be found social distancing while picking up trash along the school’s adopted stretch of highway. Many thanks to our volunteers, staff and learners who make all of this happen!</p> <p>TEDxmc2school</p>	

Elizabeth started planning and working with MC2 learners last year to produce a TEDx MC2 School event which took place at the Hannah Grimes Center in Keene on November 7th. Elizabeth and the crew spent countless hours planning and preparing for the event, and they all deserve to be recognized for their dedication to MC2 and the community.

For more information about the entire event, the 6 participants and the production crew, go to: https://www.facebook.com/tedxmc2school/?ref=py_c Also on the Facebook page you can hear what the organizing team had to say as they took to the stage to talk about what it was like "building community together" through this event. Ava, Matt, Rayven, Irina, James, and Elijah also earned boatloads of school credit for this project (see pages 2-5). Many thanks to Antioch University New England, Keene State College, Isis Latham, The Hannah Grimes Center, City of Keene Community Development, Savings Bank of Walpole, - all wonderful partners in building our community!

Professional Development – On Friday 11/13 Polly Bath engaged all staff at both the Manchester and Monadnock campuses in a three-hour professional development session; 5 Steps to Addressing Behavior, Trauma, and SEL in the Remote and In-Person Classroom.

Trimester 2 Begins November 16 – Our space is clean, organized and ready for learners to come back into the school. We look forward to welcoming staff and learners on Monday and are confident that we can provide a safe and healthy learning environment for all.

	<p>Discussion of Elizabeth Cardine's participation in a TEDx Keene event</p>	
<p>Manchester School Leader Report</p>	<p>Report: Enrollment - Current enrollment: 48 Applications 12 Creations 36 Gateways – 2 Graduation Ceremonies – 1 Staff – 2 Educator/Advisors (1English & 1Social Studies) 1 Administrator 1 Admin. Assistant 3 support staff (2) 1:1 paraprofessionals & (1) special educator* – all funded by billable special education service hours. *resigned effective Dec.1 2020 Special Ed. and Section 504 – We currently have 15 learners with IEPs (30%) and 4 learners have Section 504 Plans (8%). Professional Development – Staff have worked with Dean on thoughtful classrooms writing learning windows and sharing lessons with Dean for feedback. Open Positions- School Leader, special educator Events/updates- Sherry has accepted the Internship Coordinator position and will continue to be the Homeless/Foster-care contact for MC2. Keegan has obtained a Para II endorsement and will begin providing math tutoring under Title I beginning the second trimester. He has developed a schedule for title 1 math tutoring for the 2nd Trimester. Televisions are mounted on the walls except one which we ordered a mount kit. All televisions have been set up for internet use.</p>	

	<p>We have not hired for the Administrative Assistant position primarily due to the lack of benefits. We will continue to advertise and screen applicants. ADA compliant room numbers with Braille are being fabricated but haven't been attached. A wall mounted touchless forehead thermometer has been mounted and is an option for people entering the campus.</p> <p>SAS testing has been set up for November for 12 students. We have received one permission to observe and are waiting for the remaining eleven. Final reopening plans are completed for board submission.</p> <p>MSD appears to be headed to full remote learning eliminating our option to return to full campus in the near future</p> <p>---</p> <p>Discussion of CEO's plan to fill the position that will become vacant at the Manchester campus on December 1. If unfilled, Manchester is at risk of facing Special Education compliance dilemmas. If unfilled, the vacancy will limit the campus's ability to run a hybrid model.</p>	
CEO Report		
Financial Report and Committee Updates	<p>Financial Report is not finalized</p> <p>Finance committee is determining the financial viability of hiring a new school leader for the Manchester campus. It is suggested that the CEO work with Dawna to explore financially viable options.</p>	

<p>Old Business</p>	<p>Keene Facility :</p> <p>In regards to lease of Keene facility: Adam Johnston met with the property owners. There are concerns about the property owners' failure to address problems. Finance committee recommends to request a 1-year lease extension, as opposed to 5.</p> <p>Kim moved to authorize CEO and Finance Committee members to counter-proper with a one-year lease extension with the option to extend one year at a time, on the condition that air quality issues are addressed.</p> <p>Amanda seconded the motion.</p> <p>Reopening plan:</p> <p>Discussion that Manchester and Keene will have differences between their plans due to Manchester transportation schedule and potential special education teacher vacancy.</p> <p>School Improvement Plans:</p> <p>Discussion that John may adjust tracking templates as needed</p> <p>Discussion of the Academic Excellence Committee's recommendation that progress toward the School Improvement Plan goals be shared with the board once per trimester</p>	<p>Approved by unanimous roll call vote</p>
<p>New Business</p>	<p>No new business</p>	
<p>Committee Updates</p>	<p>Academic Excellence:</p> <p>The committee reviewed the request by the Monadnock Site Council for guidance on enrolling students who have not completed middle school. The committee referred this policy question to governance.</p> <p>Development:</p> <p>Development committee has not met since previous meeting.</p>	

	<p>Committee member will review conflict of interest policy. Discussion of holiday drives for MC2 students Suggestion that committee consider online auctions</p> <p>Governance: The committee has held discussions with legal counsel about the possibility of an independent review of the working environment in response to staff departure in September. Adam will be issuing a memo to the Board. The committee proposes a workplace culture assessment to be conducted internally. Discussion of need for external trainings on diversity and equity - Kim has communicated with a partner at Keene State College and can schedule 6 sessions for \$2,000. Kim recommends we move ahead with that. Adam moves that MC2 moves forward with the recommendation to proceed with diversity and equity training.</p> <p>Jerry Appel is a guest at today's meeting, as a prospective board meeting.</p> <p>In regards to admissions policy for students who have not completed middle school: the committee requests to review existing admissions policy, and requests additional context from the Monadnock school leadership</p> <p>Going forward, either Adam or Kim will attend Monadnock site council meetings</p> <p>Succession Planning: As discussed above, committee has requested that finance committee look into financial viability of staffing options in Manchester</p>	
Other		
Meeting Adjournment	Meeting adjourned at 7:27 PM	

