

**Minutes For MicroSociety Academy Charter School
Executive Session Meeting called to order at 6:47pm ET
September 9, 2015 ~Location: St. Phillips-Nashua, NH
by Chair Marc Sylvester**

Attendance: Thomas Malone, Dave Cronin, Amy Packard Bottomley, Cheryl Bean, Dick Gagnon, Theresa Roach, and Lisa Lanzara-Bazzani

Tom made a motion to accept the minutes from the August 31, 2015 meeting. Seconded by Cheryl. Theresa & Dick abstained. Motion carried to accept minutes.

OLD BUSINESS~

1. IT Updates given by Marc. The phone system is paid for and ready to be configured and ready to go. The Comcast Internet contract has been signed. We start paying utilities 9/1. We secured our agreement with Waste Management-Delivery date is 10/1. Lisa made a motion to accept updates. Seconded by Theresa. Motion Carried
2. Amy needs help with a practice download for a state report that is due 10/15 regarding the Free & Reduced Lunch Program. Theresa made a motion that Tom & Lisa research and work on TITLE 2 and Free & Reduced Lunch. Seconded by Dave. Motion carried.
3. Discussion started by Dick regarding the Bus Route for 591--prefer that buses enter through the WEST & parents EAST
4. Playground Fence \$4600 (materials & Labor)--Home Depot is willing to talk.
5. Amy & Dick will work on getting sign quotes
6. Elevator: We need a service contract with Stanley elevator and a state inspection.

TREASURER'S UPDATE~

The treasurer will open a checking account for the school called "Microsociety Academy Charter School". Specific use for payroll, stipends, fundraising, field trips, cori \$, misc. expenses, any payout under \$500, etc. It will be fueled from the main account.

POINT OF INFORMATION: We need to have a central location for service orders. Dick will maintain.

There was an error in the 1st pay checks to the faculty. Dave made a motion to pay the faculty in 22 payments to conform with Health Premium information. Seconded by Marc. Discussion followed. VOTE:

Cheryl-YES
Dave-YES
Marc-YES
Tom-YES
Dick-NO
Lisa-NO
Theresa-YES

Board Training Update: To be held 9/23/15 at Mills Falls in Manchester with Director Meryl at 6:30 pm. There is also a training offered 9/22/15 (8:30-10am) at the Castleton in Windham by Enterprise Bank as part of a series of workshops for non-profits. Breakfast will be served.

Tom made a motion to expand MACS Board membership by 2 members (a parent & a business person) therefore, there would be a total of 9 and the Executive Director
Seconded by Theresa.

VOTE:

Cheryl-YES
Dave-YES
Marc-YES
Tom-YES
Dick-YES
Lisa-YES
Theresa-YES

Tom made a motion to amend MACS admission policy in reference to student residency in New Hampshire--Out-of-states students may attend if space is available, however, for the 2015-16 academic year parents must pay tuition per child to attend. In order to best serve our students, MACS may also charge some nominal fees for specific, but optional services and support. Seconded by Marc.

VOTE:

Cheryl-YES
Dave-YES
Marc-YES
Tom-YES
Dick-YES
Lisa-YES
Theresa-YES

Tom made a motion that the fee would be \$6500 per child to attend if out of state. Seconded by Dick.

VOTE:

Cheryl-YES
Dave-YES
Marc-YES
Tom-YES
Dick-YES
Lisa-YES
Theresa-YES

NEW BUSINESS:

1) Utilities-Tom made a motion that Marc will research the lease to be sure MACS responsibility is effective 9/1. Seconded by Theresa.

VOTE:

Cheryl-YES
Dave-YES

Marc-YES
Tom-YES
Dick-YES
Lisa-YES
Theresa-YES

2) Landscaping/Snow Removal- Dick made a motion that it does not exceed \$500 a month and a committee (Marc & Amy) will research it and have companies clarify their bids and if not exceeding \$500/mo then go with it. Seconded by Tom.

VOTE:

Cheryl-YES
Dave-YES
Marc-YES
Tom-YES
Dick-YES
Lisa-YES
Theresa-YES

3) SIS: Student Information System – Amy -- called ALMA. Houses everything such as data collection, attendance, grades, roster, medical tracking, etc. It also has a basic messaging student parent portal. \$1500/yr + \$5 per child initial set-up. Dick made a motion to approve Amy's decision on this and if something is more expensive then she is to come before the Board again. Seconded by Tom

VOTE:

Cheryl-YES
Dave-YES
Marc-YES
Tom-YES
Dick-YES
Lisa-YES
Theresa-YES

Tom made a motion to accept Director's report. Seconded by Dick.

VOTE:

Cheryl-YES
Dave-YES
Marc-YES
Tom-YES
Dick-YES
Lisa-YES
Theresa-YES

4) MACS is in need of a substitute teacher. Tom Made a motion to hire someone with the current application requirements in addition to two (2) new requirements: someone with an associate's degree or higher and submit a copy of physical. \$65/day. Seconded by Dick.

VOTE:

Cheryl-YES
Dave-YES
Marc-YES
Tom-YES
Dick-YES
Lisa-YES
Theresa-YES

NEXT BOARD MEETING: 10/14/15

Marc made a motion to adjourn 9:22 pm. Seconded by Dave.

VOTE:

Cheryl-YES

Dave-YES

Marc-YES

Tom-YES

Dick-YES

Lisa-YES

Theresa-YES

Respectfully submitted,
~Lisa Lanzara-Bazzani
MACS Secretary