

*MicroSociety Academy Charter School*

*591 West Hollis Street*

*Nashua, NH 03062*

*603-595-7877*

[www.macsnh.org](http://www.macsnh.org)

**Board of Trustees Monthly Meeting Agenda**

**THURSDAY, MAY 18, 2017 6:30-8:30 PM— Multi/Micro Purpose Room**

The mission of the *MicroSociety Academy Charter School* (MACS) is to actively engage K-8 students in a diverse, challenging learning environment that will prepare them for college, work force, and citizenship in a 21st Century global society. Students will be taught developmentally appropriate, research-based, technology-infused learning strategies that they will apply daily by creating and operating the agencies and ventures of their own school-based “*MicroSociety*”.

**I. Convene--Micro Moment (I-VI--45 minutes)**

Convened @ 6:40pm, May 18<sup>th</sup>, 2017

Attendance: Tom, Amy, Jamie, John, Cheryl, Dick, Lauren

**II. \*Minutes of April 19, 2017—Jared**

Dick made a motion to accept the minutes as presented. Cheryl second. Vote all “YES”, no “NO”. Motion carried.

**III. Communications to Board**

Kathy has sent a letter of resignation to the Board.

John has made a motion to regretfully accepted Kathy’s resignation. Dick seconded. Vote all “YES”, no “NO”. Motion carried.

**III. Public & School Community Appearances**

No public present

**IV. \*School Director's Report—Amy**

Present Art teacher has accepted a contract to continue teaching art as well as fill a Para position.

Presently seeking a Part-Time P.E. teacher and para, as well as a Admin. Assistant. Jamie made motion to accept directors report. John seconded. Vote all “YES”, no “NO”. Motion carried.

**V. Treasurer's Report—April 2017—Cheryl**

Lauren made motion to accept treasurer’s report, Jamie seconded Vote all “YES”, no “NO”. Motion carried.

**VI. Finance/Audit Committee—Cheryl & Amy**

About \$49k left to spend of the federal grant, which must be used by June.

Classroom teachers will be allotted \$2k/ ea. classroom materials.

Furniture has been ordered and in the process of being delivered.

Amy is currently working with math and science teacher to purchase curriculum.

Charters are receiving \$250 more per child from recent legislation. Unsure if we are adding an additional \$50 more p/p or an additional \$250 p/p. Making the total per pupil cost \$6950. Kinder still pending.

Amy met with the new accountant establishing timelines and information to present to the Board for review. Accountant will be prepared and available for a September meeting with the full board.

## **VII. Old Business (60 minutes)**

### **A. Facilities Comm. Update--Dick**

#### **1. School Build Out Process Update**

- a. Cannot repurpose doors as originally discussed. A change order has been approved in the amount of \$980 for the purchase of new doors.

Dick made a motion to allow Amy to approve change orders up to \$3.5k, upon approval from Chair and Vice Chair. Change orders are not to exceed \$10k in total. Jamie seconded. Vote all "YES", no "NO". Motion carried.

- b. More leaks in the roof have been repaired.
- c. At this time, it was discussed that there is a need for a building contingency fund, as it was not apparent LaPorte had included one in their budget.
- d. Cones will be placed in the potholes in the driveway, until Dick can make arrangement to have them repaired via the warranty from past repairs.

#### **2. Other**

### **B. Development Comm. Update--Jamie**

#### **1. Grants**

#### **2. Planning Update**

FoMACS is currently function as a PTA, not the intended development committee for fundraising. The Board will request the PTA to change its name in order to retain the name Friends of MACS for community partnerships. The PTA will be allowed to lessen its monetary contribution to the operating budget, as the new FoMACS, along with the development committee, will be assisting with larger scale fundraising events and contributions.

MACS still has 3 remaining days to collect from a casino, as was done with Boston Billiard's.

Discussion regarding revising By-Laws in order to increase the size of the board from 9 members to 15.

Jamie has advised it is in the interest of MACS to establish an auxiliary organization consisting of community members.

Discussion of a formal groundbreaking ceremony in addition to a ribbon cutting ceremony TBA.

New sign is needed for MACS

### **C. Human Resources--John**

#### **1. Contracts Update**

Previous elevate plan has been discontinued, therefore the next best plan has been offered in its place.

\$10k of \$18k healthcare account surplus has been approved to fund new teacher contracts.

## 2. **Administrator Evaluation**

### D. **Governance Comm. Update--Tom**

#### 1. Volunteer Policy Draft

Lauren made motion to accept the Volunteer Policy, Dick seconded. Vote all "YES", no "NO". Motion carried.

#### 3. Solicitation Policy Draft

Lauren made the motion to accept the Solicitation Policy, Jamie seconded. Vote all "YES", no "NO". Motion carried.

#### 4. **SWOT action plan completion by Marketing & Fin. Com (if needed).**

Chairs of the committees have been informed to complete necessary fields in time for the Board Retreat.

## VIII. **New Business (15 minutes)**

### A. **Other**

Survey monkey, for retreat dates and changing the day of board meeting, will be sent out in the coming week.

### B. **Nominations**

John has referred a possible candidate and will follow up.

Jamie made a motion to amend the Board By-Laws to increase the size of board to 15 members, with no fewer than 9 members, while parent representatives account for at least 25% of membership. This matter will be brought before a full board. John seconded the motion. Vote all "YES", no "NO". Motion carried.

## IX. **Adjournment**

Dick made a motion to adjourn, Jamie seconded. Vote all "YES", no "NO". Motion carried.

Minutes submitted by Lauren Giardina

**NEXT Board Meeting(s): June 21**

Notes: **Bold** = will be  **fwd. to board** via email, please review.

\*Consent agenda items (\*) to save time will be taken as one motion. Times noted in () are suggested.

\*\***Meeting Phone-in option**: Meeting bridge telephone # is [641 715 3272](tel:6417153272) Enter Access Code - 777177# Mute - Press

\*6 to mute your line. Press \*6 again to un-mute the line.