



MicroSociety Academy Charter School
591 West Hollis Street, Nashua, NH 03062
603-595-7877 | www.macsnh.org

**Board of Trustees Monthly Meeting Minutes
Wednesday, March 14, 2018 6:30-8:30 PM – Micro/Multi-Purpose Room**

- I. Convene – Meeting convened at 6:35PM
 - A. Present were Tom Dougherty, Amy Bottomley, John Dagianis, Nazur Vimadlal, Cheryl Bean, Jamie Hoff, Lisa Petralia, Barbara Halevi, and Amanda Schneck.
- II. Meeting Minutes from January 10, 2018 -
 - A. Amanda noted that minutes should say that she was in attendance, but not yet able to vote. Lisa to amend minutes. Jamie moves to accept minutes with change, Amanda seconds. All “YES” no “NO”; minutes accepted.
- III. Public and School Community Appearances
 - no members from the public or school community were present.
- IV. School Director’s Report
 - A. Amy’s micro moment was about a second grader who realized a bank mistake and met with the bank to fix it. A great teachable moment.
 - B. Amy read two resignations from current teachers effective June 30, 2018. Antonia Carideo and Matthew Clermont.
 - C. Amy stated that we had 118 lottery applications. We will be sending out acceptance letters shortly followed by waitlist letter. We anticipate being five short of being full for 8th grade and one short of being full for 7th grade.
 - D. It was asked if we would be conducting an exit interview of the two teachers leaving. It was agreed that this would be a good idea. It was also noted that someone else other than the Director might want to conduct the interview.
 - E. John motioned to accept the Directors report, Nauzar seconds. All “YES”, no “NO”; directors report accepted.
 - F. It was suggested that we send brochures to local realtors who in turn could share info about our school to new families moving to greater Nashua.
- V. Treasurer’s Report
 - A. The new budget was reviewed by each line item.
 - B. The new budget included a raise of 5% for all teachers and the school nurse.
 - C. The new budget included making the special education teacher full time, while changing the guidance counselor to 5 hours per day.

- D. It was noted that state adequacy will be going up by \$125 per student.
- E. The special assessment is expected to be ~ \$65,000. We will not know this until the end of the school year. It was left as a placeholder.
- F. The budget was built on 193 students in grades 1-8 and 18 kindergarten students.
- G. The budget included making the PE teacher full time and eliminating the music teacher. It is expected that we will do three artist-in-residence programs in place of music. This cost is accounted for in the budget.
- H. The new budget includes a change in benefits for the full time employees. The change in premium is accounted for in the budget.
- I. Nazur motion to approve the budget. Jamie seconds. All "YES" no "NO"; budget accepted.

VI. Finance Committee

- A. Tom D. had previously received a quote of \$14,000 for the school sign. The new quote has come in at \$16,000. Tom D feels we can work with Barlo to meet the original \$14,000 or will look at other options for signage. The finance committee therefore, asked for approval of no more than \$14,000 for a front sign. This money would be used from the Boston Billiards proceeds.
- B. Jamie motions to approve the \$14,000, Amanda seconds. All YES", no "NO"; motion approved.

VII. Governance Committee

- A. Lisa had concerns with maternity policy as proposed. Lisa will research and get back to board to vote via email.
- B. Policy for special provisions. Lisa asked to take out word valued. Barbara motioned to approve special provisions policy with amended wording, Amanda seconds. All "YES", no "NO"; policy approved.
- C. We agreed to table the NH Center for Nonprofits board self assessment until further notice.

VIII. Development and Marketing Committee

- A. Several board members went to zoning board hearing. We received variance for school sign. Thank you Tom D for your help.
- B. Lisa, Amy and Jamie went to the NH Nonprofit workshop regarding layer cake approach to financing.
- C. Lisa attended the CDFA tax credit workshop. We're not ready to apply for tax credit. We need better project specifications. We may however, be ready for L5 grant to help with planning. Need to contact CDFA for helps in next steps.
- D. We were named a finalist for the Nashua Chamber's non-profit of the year. The award ceremony is slated for 3/29, and will be represented by school staff and trustees.
- E. We were nominated as a finalist for the Enterprise Bank excellence awards. Ceremony for all nominees on 4/4.

IX. Facilities

- A. We have capped the staff bathroom toilet due to ongoing problems. John asked if we have enough toilet facilities by law. Amy confirmed that we are in compliance.
- B. We received a grant for security camera as part of a safety grant. The board will need to revisit the security and surveillance policies.
- C. John asked if the art/music room buildout is complete. Nuzur stated that a walkthrough was done. They were satisfied with the results. The room is in active use. We are waiting for sidelites for the window which are on backorder.
- D. Jamie asked if we had spoken to Nashua PD about increased gang violence in Nashua. She suggested it might be worth having them come to the school for a visit.
- E. John proposed looking at a metal detector for the front door. Talk to Nashua PD about what is appropriate.
- F. The storage POD currently in use is \$180 per month. It is now only partially full since buildout of the music/art room is complete. The facilities committee has proposed to replace the POD with a permanent shed on temporary gravel footing this summer. We need to work with Reeds Ferry and the city to verify any zoning obligations. The facilities committee is looking to use \$4500 from Boston Billiards proceeds to purchase shed.
- G. Jamie motions to approve the \$4500, John seconds. ALL "YES", no "NO"; motion approved.
- H. Facilities committee needs to meet to discuss longer term building maintenance. Meeting to be scheduled. Previous meetings cancelled due to snow.

X. Adjournment

- A. Tom motions to adjourn meeting, Amanda seconds. All "YES, no "NO"; meeting adjourned at 8:31PM