



MicroSociety Academy Charter School
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Board of Trustees Meeting Minutes

WEDNESDAY, September 21, 2016 7:00 PM – MPR/Marketplace

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*”.

ATTENDANCE: Amy Bottomley, Kathy DeMello, Dick Gagnon, Lisa Lanzara-Bazzani, Tom Malone, Cheryl Bean, Jared Locke, John Dagianis
Called to Order: 7:04 pm by Chairman Tom Malone

I. Convene Meeting with MicroSociety Moment (I-VI 60 minutes)

It was brought to our attention that student Eleanor Kriebel organized and planted the two box gardens outside the school. Thank you Eleanor for taking the initiative in this project!!

II. *Minutes of March 23 & July 13, 2016—

John made a motion to accept the minutes of 3/23 & 7/13 and The Director’s Micromoment. Seconded by Kathy. **Correction in minutes of 7/13 should reflect “KLM” not “KLS. VOTE: ALL YES

III. Public & School Community Input: Let the minutes reflect that there were no school committee members present tonight

IV *School Director’s Update—Amy Bottomley

Lisa will write a letter to the staff and administration to congratulate them on a job well done with regards to the outstanding Statewide Assessment Data score for MACS!!

V. **Treasurer’s Report—Cheryl Bean:** We have no bookkeeper right now. We are looking for someone to work about 8 hours/week. John made a motion to accept the treasurer’s report of 7/31. Seconded by Kathy. VOTE: all YES

VI. Finance Committee & Audit Committee Update—Cheryl Bean/Amy Bottomley
DUE DATE for audit: 9/30. No action at this point. Waiting to hear from KLM.

VII. Old Business (30 minutes)

A. Facilities Committee—Dick Gagnon

1. Roofing Project Progress: part of the lower roof was replaced--the worst part was fixed--there was a leak with the rain we just had Sunday into Monday--it is leaking through the fence area--Dick will look into this further with Amy and the HVAC company.

2. Classroom Addition Update: Bob Hughes will be doing the job and is getting a contract together right now for Albert to review. We would like the contract to be signed by the end of next week or by Monday, 10/3.

B. Development Committee—Lisa Lanzara-Bazzani

The committee (Amy, Tom, Lisa & Nauzar) met two weeks ago...

1. Annual Fund: Nauzar is putting a power point presentation along with Amy to present at the mandatory parent meeting next Wednesday evening at 7 pm. There will be 2 separate groups of parents that will be addressed for 20 minutes each regarding the annual parent pledge campaign and the importance of parent involvement in order for MACS to continue to move forward and continue its existence.

2. Grants and Community Support: We will pursue a person/company that strictly deals with grant writing with a start date of January 1, 2017.

C. Governance Comm.—Tom Malone

1. July 28 Board Retreat Follow up

2. Schedule Upcoming Board Meetings: Dick made a motion to accept the dates for upcoming meetings with the December meeting date changed to 12/14.

3. Board Parent Representation for new school year

4. Potential MACSF & School Re-Alignment: We will explore this if we are wanting to take ownership of the current building

VIII. New Business (30 minutes)

A. Board Completes SWOT Action Plan—Finances, Facility & Marketing:

MILESTONE TASK: Find new sources and keep current grant funding/seek corporate sponsors and donors

RESPONSIBLE PERSON: Amy

TARGET DATE: by the November Meeting

501C3: by 12/14 meeting

MILESTONE TASK: Maintenance plans/provide for expansion/growth

RESPONSIBLE PERSON: Facilities committee

TARGET DATE: end of year

MILESTONE TASK: Marketing

RESPONSIBLE PERSON: Development committee

TARGET DATE: by 12/14 meeting

IX. Adjournment: Jared made a motion to adjourn at 9:04 pm. Seconded by John.

VOTE: all yes

*Agenda notes: **Bold to be fwd. to board** via email, please review. Consent agenda items (*) to save time can be taken as one. <Items forthcoming for future mtg.> Times noted in () are suggested.

Upcoming Board Mtgs: October?