



MicroSociety Academy Charter School
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Governance./Human Resources Committee Meeting Minutes July 8, 2021

The Committee meeting started via Zoom at 12:30 PM.

Present: Tom Malone, Barbara Halevi, John Dagianis (joined meeting in progress), and Cathy McNamara. Director Amy Bottomley was attending MicroSociety Conference

Public Appearances: None.

1. Review MACS Emergency Operations Plan (EOP): A further updated draft of the MACS Emergency Operation Plan was sent to the committee prior to the meeting by Director Bottomley, who was attending MicroSociety Conference. This draft was based upon additional input she received talking with her DOE contact. Committee members at our previous meeting contributed a variety of wording edits and helped fill in some of the areas that were left for committee discussion. Amy had our remaining questions answered that helped finish this draft of the emergency operation plan.

Motion: To recommend this final version of the MACS EO Plan for approval by the full Board of Trustees at its next monthly meeting. (Will be forwarded to the Board). Made by: Barbara Halevi. Seconded by: Cathy McNamara Roll Call vote taken: Barbara Halevi---YES Tom Malone--YES, Cathy McNamara--Yes, John Dagianis--Yes. Motion passed unanimously

2. MACS Board Skills Survey: Tom M. submitted summary results of the revised MACS Board Skills Survey completed recently by Board members prior to the meeting for committee review. He noted asking board members to complete the survey at the same time we were asking them to complete Board Self-Assessment caused some confusion among some and delayed full completion of the survey. The committee reviewed the survey information that was done for the first time via Survey Monkey software. Members thought areas receiving an average rating of above 3.00 were relative strengths. Those with average rating of 3.00 or lower on the Board Skills Survey were skill areas that will most likely need the board's additional focus for future

board recruitment. The lower job skill areas (bottom 4 **highlighted**) were:

Marketing and Development 3.00

Facilities 2.00

Hardware/Software/IT 2.40

Education/Admin. Experience 2.40

Board Nominee Connection 2.70

Fed/State Policies 2.00

Fed./State Ed. Regulations 2.20

Hum. Res.-Labor Regulations 2.80

Hum. Res.-Employee Benefits 1.90

Action: It was consensus of the committee the survey results with pie charts should be shared with the entire board at the Board's upcoming retreat

3. MACS Board Self-Assessment: Prior to the meeting Amy and Tom M. submitted the results of the MACS Board Self-Assessment conducted on MACS behalf by the NH Center for Non-Profits for committee members review. Committee members discussed the assessment results. There was a considerable number of strengths indicated in the results. On the other hand, there were a number of areas that were weak in comparison or in need of improvement. Some respondents answered "did not know" to several questions.

In reviewing the Assessment results, the committee agreed that the context and other factors under which this year's assessment was completed needed to be elaborated upon and likely affected some of the results. Those included:

--The board welcomed 3 new Board members between January and March. They did not have the benefit of a full year of experience with MACS prior to responding to the assessment. As a result, there were several "Don't Know" responses in the results.

--New members experienced some email transition issues which interrupted smooth communication.

--The Covid pandemic resulted in the Board not meeting as a full body in-person with monthly and committee meetings being conducted via Zoom instead. This lessened the opportunity for new and experienced board members to interact and help build collegiality and enhance communication.

--The necessary need for many meetings to focus upon ensuring Covid frameworks were in place and consistent with Federal and state guidelines, and the unanticipated sewer project also took some of the Board's attention away from some of the areas that were rated lower in the assessment.

--The assessment revealed orientation of new board members conducted this year via email and Zoom needs improvement. New members knowing more about what the board committees do would benefit new members before they are placed. New Board members needed more background information on some issues the board faced, particularly around the decision of continuing middle school classes.

--To help new and present members, Cathy and committee members suggested that there needs to be an area on the website or within the Google drive platform where Board members can access a "Board Only" link. We will need to follow-up with Amanda, Jewel and/or our tech consultant to find out how this might best happen.

Action: The Committee agreed the assessment results would be useful to be shared with the entire board at the Board's upcoming retreat.

Motion: To adjourn the meeting (at 1:40 PM). Made by: Cathy McNamara, Second: Barbara Halevi, Motion passed unanimously.