



MicroSociety Academy Charter School  
591 West Hollis Street, Nashua, NH03062  
603-595-7877 | [www.macsnh.org](http://www.macsnh.org)

Board of Trustees Monthly Meeting Minutes  
Wednesday, September 8, 2021  
6:30PM  
Multipurpose Room - MACS

**I. Board Meeting Called to order**

- A. 6:40pm. Present: Amy Bottomley, Barbara Halevi, Thomas Malone, John Dagianis, Cathy McNamara, Andrew McWeeney, G. Frank Teas, Amanda Schneck, via Zoom: Tom Dougherty, David Glasier. Absent: Suzanne Barkley.

**II. Public and School Community Input.**

- A. Sabrina O'Connell, Pamela Missner, Lynn McGowan, Janelle Levesque, Meera Sivarasa, James Witkowski
- a. Jim Witkowski - would like to see that we have a mandatory mask policy, since cases are going up. He would also like to see what our policy is around parents being able to communicate directly with the board.
  - b. Lynn McGowan - she would like to see a mandatory mask and the board to reconsider that.
  - c. Pamela Missner mentioned that her kids were in an indoor sports camp, minimal mask wearing and no cases. Being in a classroom of 18-20 kids who they are with everyday, she does not feel that we should mandate things and it should be a parent choice.
  - d. Sabrina O'Connell - she believes that masks should be a choice. Children should not need to be masked against the disease. Kids recover from the

illness and should not be forced to wear them. Let the parents have the freedom to make the choice for their kids.

#### Ramifications of the executive committee meeting minutes

1. The Executive Committee met to discuss the DOE return to submission plan. That had to go out on the 23rd and posted on our public website for parents.
2. State Grant Expansion submission - The state said that we needed to submit the grant expansion plan and Amy sent everything to the state.

### **III. School Director's Report**

- A. MACS will be implementing new programs in regards to the judicial system (court procedures, passing a bar exam, etc).
- B. Students interested in running for officer positions will be campaigning soon
- C. January/February 2022 MACS will move into full micro
- D. Enrollment was 251. Budget was 235. Currently still looking for kids for 3rd grade and middle school.
- E. Amy visited the classrooms and met with the students
- F. Picture day is soon. Packets will be sent home soon.
- G. We will hold another virtual open house this year.
- H. Still planning on moving forward with the Washington DC trip. Asking parents to sign up now (5th - 8th) - trip will be held at the end of March.
- I. Welcome back to school assembly - will take place outside at Stellos. Speeches for the officers running will be held during the assembly.

Frank motions to accept board meeting minutes and Director's report. Tom M 2nds.

Thomas - YES      David -YES      Amanda - YES      Cathy - YES  
Barbara - YES      John D - YES      Tom D - YES      Andrew - YES  
Frank - YES      Suzanne - Absent

All Yes's. Minutes and Director's report accepted.

### **IV. Treasure and Financial Report**

- A. Financials are reporting a month in arrears. There is not much to report at this time of year.

Motion is made to accept the Treasurer and Financial Reports. Tom D 1sts, Andrew 2nds.

Thomas - YES      David -YES      Amanda - YES      Cathy - YES  
Barbara - YES      John D - YES      Tom D - YES      Andrew - YES  
Frank - YES      Suzanne - Absent

All Yes's.

## **V. Facilities Committee**

- A. Water leaking in the mechanical room - waiting on coordinating Pennichuck Water and Masi Plubing to come in and address it.
- B. Driveway repair looks good. Landscaping looks good.
- C. There has been some leaking under the baseboards in the east side. Remedy is to improve the french drain system and cleanout or add another catch basin.
- D. Might want to look at getting a quote to come clean out the catch basin/adding a second.
- E. We want to look at quotes for additional air purifiers (1 more for each classroom).

Motion is made to allocate up to \$7,500 to purchase additional air purification systems and air filters for the classrooms. John D 1sts, Tom M 2nds.

Thomas - YES      David -YES      Amanda - YES      Cathy - YES  
Barbara - YES      John D - YES      Tom D - YES      Andrew - YES  
Frank - YES      Suzanne - Absent

All Yes's.

## **VI. Development Committee**

- A. We are still waiting for the final number on the charitable gaming 10 days at The Lucky Moose Casino.

## **VII. HR & Governance**

- A. To amend the current covid policy with the following edits:
  - a. Change the policy to state: P.E. class occurs outdoors (weather permitting); all Specials classes may occur in classrooms or specials room / MPR (provided specials room / MPR is vacant at least 20 minutes on maximum in between classes to run the air purifier) to limit exposure.

- b. Change the policy to allow students to be remote and stay enrolled at MACS, using VLACS, provided they have permission from the ex Director and can provide proof of enrollment in the courses approved by MACS. The commitment for VLACS would be a minimum of one trimester before they could make an enrollment change.

Motion made by Tom D to approve our emergency operations plan. John D 2nds.

Thomas - YES      David -YES      Amanda - YES      Cathy - YES  
Barbara - YES      John D - YES      Tom D - YES      Andrew - YES  
Frank - YES      Suzanne - Absent

All Yes's

B. Recommending to the board a new public complaint policy:

The MACS Board of Trustees will do its best to keep the community informed of the affairs of the school. To achieve its goals for good school-community relations and maintenance of open two-way channels of communication with the public, the Board recognizes the Executive Director as the designated administrator to develop a public information program. The Executive Director, in conjunction with the school administrators, will implement multiple strategies to keep the public apprised of the goals, achievements, and other pertinent affairs of the School, including but not limited to, Executive Director reports, written correspondence and website postings.

The MACS Board of Trustees believes that complaints and grievances are best handled and resolved by the parties directly concerned. Therefore, the proper channeling of complaints involving instruction, discipline or learning materials will be as follows:

1. Teacher
2. Assistant Director
3. Executive Director
4. Board of Trustees

Any complaint about school operations should be presented to the Executive Director. Any complaint presented to the Board about school personnel or school operations shall be referred back to the Executive Director. For complaints about student conduct, please refer to the Student Conduct, Discipline and Due Process Policy.

The Board will not hear complaints from individuals until such complaints have first been brought to the appropriate staff member described above. Exceptions to this provision are for complaints that relate solely to Board actions, Board procedures or Executive Director.

In the event a complaint is made directly to an individual Board member, the procedure outlined below shall be followed:

1. The Board member shall refer the person making the complaint to the Executive Director for investigation. The Executive Director may delegate the investigation to the Assistant Director.
2. If the member of the public will not personally present the complaint to the Executive Director, the Board member shall then ask that the complaint be written and signed. The Board member will then refer the complaint to the Executive Director for investigation.
3. If the person making a complaint feels that a satisfactory reply has not been received from the Executive Director he or she may request that the complaint be heard by the Board. The Board will hear and act upon the complaint only by majority vote. If the Board does hear and act upon the complaint, all Board decisions shall be final.
4. The Board may decline to hear any complaint, which will interfere with its ability to serve as an impartial trier of fact in any related student or personnel matter. This complaint procedure shall not supersede or modify any right held by employees of the School under federal law, state law, or contract.
5. Complaints about the Executive Director may be made directly to the Board in writing through the Chair, but only after reasonable efforts have been made by the complaining party to resolve their complaint directly with the Executive Director. The Board may, to the extent it is appropriate, advise the Executive Director of the nature of the complaint and may give the Executive Director an opportunity for explanation, comment, and presentation of facts.
6. If the Board decides to hear and act upon a complaint that pertains to personnel, employee or administrative matters, it shall determine whether the complaint shall be heard in public or non-public session in accord with RSA 91-A:3 and the laws pertaining to privacy rights. The Board shall also determine whether it is required or appropriate to inform the individual who is the subject of the complaint of the meeting and to provide said individual with further opportunity for explanation, comment, and presentation of

the facts to the Board. If the Board does hear and act upon the complaint, all Board decisions shall be final.

Motion made by Tom M to approve our emergency operations plan. Andrew 2nds.

Thomas - YES      David -YES      Amanda - YES      Cathy - YES  
Barbara - YES      John D - YES      Tom D - YES      Andrew - YES  
Frank - YES      Suzanne - Absent

- C. Tom M asks that chair committee members prepare the strategic document from 2021-2025 and have it ready for November meeting
- D. Looking for more board members in terms of HR, Finance and Marketing committees. Any interested candidates should meet with Amy.

**VIII. Adhoc Committee**

- A. At this time we are continuing to look for locations. We are looking to put together our projections so that we can present our projections to potential locations.

**IX. New Business**

- A. No new business

Tom M motions to adjourn the meeting. Amanda 2nds.

Thomas - YES      David - YES      Amanda - YES      Cathy - YES  
Barbara - YES      John D - YES      Tom D - YES      Andrew - YES  
Frank - YES      Suzanne - Absent

Meeting adjourned at 8:03PM