



MicroSociety Academy Charter School
591 West Hollis Street, Nashua, NH03062
603-595-7877 | www.macsnh.org

MACS Board of Trustees
Public Meeting Minutes
Wednesday, December 13, 2023
6:30 p.m.

Present: Barbara Halevi, Amy Bottomley, Tom Dougherty, Dr. John Dagianis, Julie Doyon, Shauna Kozinski, Frank Teas, and Andrew McWeeney (arrived late)

Meeting called to order 6:28 p.m.

Director's Report

Amy presented her Director's Report. First trimester ended. Micro City is getting into full swing. Admission open houses for next year will be starting in January.

Report discussed 2022-2023 NH test scores. In some grades and subjects, results are disappointing. Science test scores were notably improved – administration attributes that to new curriculum that teachers have been using with fidelity. With respect to grades and subjects with lower test scores, MACS continues to see the impacts of Covid. Also, students who are new to MACS have not had the benefit of multiple years of MACS instruction and that may impact scores as well. MACS staff will continue to do more comparisons and analysis of NH test scores.

Motion by Frank to approve Director's Report. Seconded by Dr. John. All in favor, motion passed unanimously.

Treasurer's Report

Dr. John reports that finances are as expected at this time.

Finance Committee discussed bookkeeping and made a recommendation to Amy on how to adjust. Bookkeeper is not providing enough hours to support needs. New administrative assistant could add another day to her schedule per week to provide bookkeeping support. MACS received \$20,000.00 state grant to allow administrative assistant to learn QuickBooks. Finance committee recommendation is that MACS move forward with adding bookkeeping role (and additional day) to administrative assistant's responsibilities and moving on from current bookkeeper. Dr. John suggested that Amy consider an increase in administrative assistant's hourly pay, given new responsibilities. Amy and Dr. John have also coordinated some mentor support/training for administrative assistant who will also spot check administrative assistant's work for a time.

NH Charitable Gaming – Amy has secured a week in February with the Lucky Moose. Same owners also building a new casino at Pheasant Lane Mall – hope to get on the list for that new casino in coming years.

Motion by Frank to accept Treasurer's Report. Seconded by Julie. All in favor, motion passed unanimously.

Facilities Committee

After November Board meeting, Executive Committee approved Eversource electric rate contract.

After November Board meeting, Executive Committee approved Morin's contract for snow removal (adding 589 West Hollis St site). Cost of snow removal is included in additional rent paid by 589 West Hollis St tenants.

Motion by Frank to ratify and approve Executive Committee actions. Seconded by Julie. All in favor, motion passed unanimously.

Marketing and Development

Julie provided an update from the golf tournament. MACS administration needs more Board involvement in planning, recruiting, sponsorships, etc. Overall, need some strategic thinking about how to make the event successful. To be discussed further as 2024 golf tournament planning occurs.

Marketing idea – follow MACS grads who are now graduating high school/in first year of college. Perhaps can get testimonials (if over 18). Would be nice to show how MACS program and staff have lasting impact on kids.

Governance Committee

Barbara noted that policies were included in Board packet for review.

Motion by Frank to approve MACS Administration of Federal Grant Funds policy.

Seconded by Shauna. All in favor, motion passed unanimously.

Motion by Julie to approve Drug-Free Workplace/Drug-Free Schools policy. Seconded by Andrew. All in favor, motion passed unanimously.

Motion by July to approve Incident Response policy. Seconded by Frank. All in favor, motion passed unanimously.

Motion by Dr. John to make the required corporate resolution to authorize Amy to sign contracts for artist in residence program (see attached resolution language). Seconded by Julie. All in favor, motion passed unanimously.

Ad Hoc/Expansion Committee

Barbara explained request by AVDG and R&R Landscaping that R&R Landscaping sublease space from AVDG for one year. Trustees discussed the request.

Motion by Frank to approve the one year sublease between AVDG and R&R Landscaping and authorize Tom D. as Chairman to execute MACS' consent to sublease, subject to finalizing the form of the sublease with advice from MACS' legal counsel (Morgan Hollis). Seconded by Julie. All in favor, motion passed unanimously.

Barbara and Amy updated on the possibility of doing site work summer of 2024; however, need more clarity on funding sources to determine whether this is feasible. Need to review with counsel whether bond could be reduced (or split into multiple "draws") and used for site work. Frank suggests that Barbara, Amy, and Frank reach out to Bonnie Payette in January to get input on how similar projects may have been funded.

New Business

Tom D. and Frank suggest that a task force be formed, or full Board meeting be held, to discuss 2024 meeting schedule and frequency, as well as overall Board structure, Trustee workloads, and future planning for Board roles. Frank will follow up with Trustees to schedule discussion.

Meeting adjourned at 8:05 p.m.