



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

## **Gov./HR Com. Meeting Minutes 5/7/2020**

Meeting started via Zoom at 1:00 PM.

Present: Tom Malone, Don Lebrun, Lisa Petralia, John Dagianis and Amy Bottomley. Barbara Halevi was not present, but provided her input on the Director's contract draft on agenda via email.

### **1. Dental Insurance change:**

Lisa proposed that the provider for staff's dental plan be changed to Health Trust Delta Dental plan. A comparison with the present plan indicates we can provide staff with an upgraded "Premiere" benefit package which would be preferable for a very modest \$960 increase in proposed budget line. Amy indicated that the present budget line of \$5000 could absorb this increase assuming similar numbers of staff opt for a dental plan with the new school year.

**Motion:** To recommend that the Board of Trustees approve changing the staff's dental plan to Health Trust Delta Dental. Made by: Lisa Petralia, Seconded by: Don Lebrun, Motion passed unanimously via roll call vote of all 4 committee members present.

### **2. Board Retreat & Self-Evaluation**

It was the consensus of the committee that the Board will proceed with completing the Board Assessment Survey administered by the NH Center for NonProfits in June just prior to our annual board retreat.

The viability of holding an in-person Board Retreat, possibly the last week in July at Mill Bank Board room, will be dependent upon updated guidance regarding isolation guidelines MACS receives from the Governor's Office and NH DOE we might receive in June. Otherwise, we might need to envision a virtual retreat.

As the committee looks forward to the retreat the committee's strategic plan should again include among other things: periodic review of school and board policies and adjustments needed per social distancing guidelines, upgrading staff salaries/benefits when

possible/practical, review administrative structure/sustainability.

### **3. Tasks to Complete Board Orientation Handbook draft:**

The committee reviewed the Table of Contents of the draft of the Board Orientation Handbook proposed by Board member Tom Dougherty. This was used as a template to determine which topics had sufficient information provided and those that needed more work. Assignments of tasks were made to Amy, Jewel, Tom M. and Development Committee for inclusion in a completed draft potentially in time for our Annual Board Retreat. Progress will be reviewed at our June committee meeting.

### **4. Finalizing Draft of Director's contract:**

With Amy excused from the meeting for discussion of her contract by Board members, some language changes were made to be in concert with language changes reflected in all staff contracts. The term of the new School Director's contract is proposed to be 2020-2023 with an COLA increase in salary for the upcoming school year and language indicating that this same adjustment might be considered by the Board pending Board evaluation, continued progress with her goals, and funding is available in future FY budgets. On behalf of the committee, Lisa later met and discussed these changes to the contract. They were agreed upon verbally by Amy Bottomley.

**Motion:** To recommend that the Board of Trustees approve the proposed School Director's contract for FY 2020-2023 with COLA increase in salary for upcoming year. Made by: Don Lebrun, Seconded by: Lisa Petralia, Motion passed unanimously via roll call vote of all 4 committee members present.

### **5. New Business:**

In response to a committee member's question, Amy noted that the Governor's Office and the NH DOE has been focused upon issues for NH schools closing out the school year. Therefore, they are not yet in a position for providing schools with any updated guidance regarding social distancing expectations for the 2020-2021 school year.

**Motion to Adjourn (at 2:15 PM):** Made by John, Seconded by Don. Motion passed unanimously via roll call vote of all 4 committee members present.