



MicroSociety Academy Charter School
591 West Hollis Street
Nashua, NH 03062
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www.macsnh.org

Board of Trustees Meeting Monthly Meeting MINUTES
WEDNESDAY, JANUARY 18, 2017 7:00-9:00 PM – Multi/Micro Purpose Room

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*”.

I. Convene Monthly Board Meeting (I-VII 60 minutes)

- Meeting Convened at 8:10 p.m.
- Attendance: Amy Bottomley, Tom Malone, John Dagianis, Cheryl Bean, Jared Locke, Kathy Demello, Dick Gagnon, Nauzar Vimadalal, Lauren Giardina

IV. *Minutes of October 19, 2016 & December 14, 2016-Lauren, Kathy

- Motion to accept minutes from 10/2016 made by Dick, 2nd by Nauzar, motion carried.
- Motion to accept minutes from 12/14/2016

Dick motioned to amend original minutes and table approval until 2/15/2017, 2nd by Nauzar, motion carried.

III *School Director’s Update—Amy Bottomley

- Amy made a correction to the Directors Report: “This loan (Direct Loan Plus), if approved would provide the school with a special 1% interest construction loan with a 5 year term.
- Approved for 40 total (20 additional) Kindergarten students. However, the director advises Board to allow for 38 kinder students due to size of room.
- Question was raised of whether or not offering another kinder class is right in principle, if only 50% of children will be accepted into first grade.
- Board recommends a child entering kinder must be enrolled and present on day one as well as participate in full day enrichment to qualify for 1st grade seat.

Nauzar made a motion to amend the kinder policy, to now state “Kindergarten at MACS consists of two classrooms. However, the subsequent grades do not. In the

event that there are more children that submit their letter of intent to return for first grade than there are spots, a lottery for first grade will be conducted. The lottery will consist only of students who were enrolled on day one of their Kindergarten year and will be drawn in the following order: staff children, Board/Founders children, siblings, enrichment program participants, and other applicants.

Lauren seconded. Vote: all YES; motion passed.

V. **Treasurer's Report—Cheryl Bean**

- Dick made a motion to table the treasurer's report. John seconded the motion. Vote: all YES; motion passed.

VI. Finance & Audit Committees—Cheryl Bean

A. Audit Com. Update appointment for quart review

- All paperwork current- DOE 25, audit, 9-90, notice to KLA submitted.

B. CPA Progress Update

- Contract with new accountant needs to be signed, set up appointment with new accountant to conduct quarterly review.

VII. Old Business (30 minutes)

A. Facilities Committee—Dick Gagnon

1. Long-range Building Plan and State Aid Funding Update

2. Other

- Water pipe leak and roof leak in Mechanical room was repaired.
- Multiple leaks in Computer room repaired however, more leaks are present.
- Fire Extinguisher and Emergency Light Inspection completed; one new extinguisher was purchased along with batteries. Additionally, two emergency lights had wiring issues that were repaired by Woodamon Electric on 1/18/17 at no charge.
- Fire Alarm Inspection was completed.
- Plans for final build out have been completed; now pursuing bids from contractors.
- Elevator room repairs still pending- expected to be completed during summer renovations.
- HVAC installation pending.

Dick made a motion stating Kathy and Chris Giardina, will assist in the solicitation, receipt, and review of bids including site walk throughs. Nauzur seconded. Vote: all YES. Motion passed.

B. Development Committee—

1. Grant Writer, Grants & Community Support & Outreach Update

- A \$100k Capital Management grant was submitted by grant writer

2. Marketing Brochure—Amy

- Boston Billiard dates still pending
- Per pupil adequacy fund still uncertain, however definite \$200 per/pupil increase guaranteed for 2017-18.

C. Governance Comm.—Tom Malone

1. **Social Media Policy**

Dick made a motion to accept the Social Media Policy. Kathy seconded. Vote: all YES. Motion passed.

2. Board Bylaws Revision—

- Review for vote at February 15th, 2017 meeting.
2. SWOT Action Plan Work—Finance & Marketing Com. Completion
- Human Resource committee will complete the Action plan and present it to the Board

VIII. New Business (30 minutes)

A. Other

IX. Adjournment

Lauren made the motion to adjourn. Nauzar seconded. Vote: all YES. Motion passed.

NEXT Board Meeting(s): Feb.15, March 15, April 19, May 17, & June 21

*Agenda notes: **Bold = fwd. to board** via email, please review. Consent agenda items (*)to save time can be taken as one. Times noted in () are suggested.

****Meeting Phone-in option:** Meeting bridge telephone # is [641 715 3272](tel:6417153272) Enter Access Code - 777177#

Mute - Press *6 to mute your line. Press *6 again to un-mute the line.

Please submit 250 word bio to Susannah at swilliams@macsnh.org if you have not already done so.