



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

Board of Trustees Monthly Meeting Minutes
Wednesday, October 14, 2020
6:30PM
VIA Zoom Call

I. Board Meeting Called to order

- A. 6:33 pm. Present via Zoom, Lisa Petralia, Amy Bottomley, David Glasier, Amanda Schneck, Don LeBrun, Barbara Halevi, Andrew McWeeney Thomas Malone and John Dagianis. Absent, Tom Dougherty.
- B. Barbara read notice regarding authorization to meet electronically due to Governor Sununu's State of Emergency Pandemic executive order 12/2020-04. All votes shall be done by roll call vote.
- C. Board meeting minutes discussed. Barbara asked if there were any questions on other committee meetings.
- D. The Executive Committee had to meet several times due to COVID related decisions that needed to be made quickly. In particular Exec Committee discussed the additional hire of a paraprofessional at a cost of \$25K and the VLACS waitlisting of all MACS students. With this information, the executive board decided in a previous meeting to give Amy the flexibility to shift current staff and give a current fully remote teacher a stipend to take on additional science and social studies curriculum. Tom M motions to OK the additional para spot at \$25K. Don 2nds.

Lisa -YES

Thomas - YES

Don - YES

Andrew - YES

David - YES Barbara - YES Amanda - YES John D - YES

- E. The board read and agreed to abide by the charter school general assurance resolution which was sent out in advance of our meeting.. Don motions to approve, Amanda 2nds. By rollcall:

Lisa -YES Thomas - YES Don - YES Andrew - YES
David - YES Barbara - YES Amanda - YES John D - YES

- F. David motions to accept board meeting minutes. Amanda 2nds. By rollcall:

Lisa -YES Thomas - YES Don - YES Andrew - YES
David - YES Barbara - YES Amanda - YES John D - YES

Board meeting MInutes accepted.

II. Public and School Community Input

- A. There were no members of the public in attendance.

III. School Director's Report

- A. Gained an additional student. Currently at 241. One student scheduled to move, will be back at 240.
- B. We are currently hovering in the low 40% of students in full remote; about 10% movement. For various reasons.
- C. We started up Micro, virtually. MACS doing a different program, called Level Up (with Jewel). So far, so good; well received!
- D. NH State test is usually in spring, because of COVID we received a waiver. All K-8 are required however, to do a shorter assessment. Will be taking place the week of the 19th-23rd.
- E. We're moving parent conferences to November, a bit later than originally scheduled.
- F. Walk a thon will be taking place. Hoping remote kids will participate from home.
- G. Had campaigning 101; new officers announced today.
- H. MACS PTO online Casino night exceed expectations and raised over \$4000.00
- I. Fall Festival is usually scheduled at the end of October, but had to be canceled for this year.
- J. Will be hosting a virtual haunted house to give families something fun to look forward to.
- K. PTO officers were all re-elected, Lynn - President, Natasha - Vice President and Jennell - Secretary.

- L. Tom motions to accept board meeting minutes and School Director's report. Don 2nds. By rollcall:

Lisa -YES	Thomas - YES	Don - YES	Andrew - YES
David - YES	Barbara - YES	Amanda - YES	John - YES

Minutes and Director's report accepted.

- M. Staffing has been tough to manage since the first day of school, at least one staff member has been out being tested nearly each week. Staff concerned that they cannot travel during the holidays. Concerned families will be traveling as well. Amy is proposing that we go fully remote from Thanksgiving through MLK, Jr. Day; this will give **staff and families everyone** enough time to quarantine for 14 days after the holidays **and will avoid last minute cancellations of in person hybrid classes during these few weeks due to the likely situation where too many staff members are out with symptoms or awaiting Covid test results to safely staff the in person hybrid classes.** Tom M motions to accept amended calendar for November through MLK, Jr. Day; David 2nds.

Lisa -YES	Thomas - YES	Don - YES	Andrew - YES
David - YES	Barbara - YES	Amanda - YES	John - YES

Amended calendar accepted.

IV. Treasurer and Finance Committee Reports

- A. YTD, things on track.
- B. Amy and David met with Teri at Finance Committee meeting. There is an update that needs to be provided, Teri fixing. Fiscal year 18/19, operating surplus ~137K, 19/20 ~189K. Total balance sheet improved by ~\$326K, balance \$185K in new cash over the last two years, \$141K was a reduction in debt obligations
- C. 486K in cash on balance sheet, ~\$185K added over the last two years. The board approved \$103K over budget. That brings us to \$383K, factor back in PPP \$189, we're at \$572K on the balance sheet.
- D. Should we get another teacher instead of a para? Amy tried but no applicants for a new teacher.
- E. John asked if we had a capital improvement line? Yes, about ~20K. We should look at potentially increasing that number for next year's budget.
- F. David motions that we submit our application for PPP forgiveness; Dr. John 2nds.

Lisa -YES Thomas - YES Don - YES Andrew - YES
David - YES Barbara - YES Amanda - YES John - YES

G. How are we doing in legal fees? We've exhausted that line to date. Many COVID related expenses.

H. Don motions to accept Treasurer's Report; Andrew 2nd.

Lisa -YES Thomas - YES Don - YES Andrew - YES
David - YES Barbara - YES Amanda - YES John - YES

V. Facilities

A. Issue with sewage in a classroom. Covered by insurance minus a \$1000.00 deductible. An additional \$400.00 bill was incurred to cover the drain company. Caused by clog upstairs to downstairs - how do we prevent this from happening again? We need a plumber to come in to assess the entire system and make any recommendations. Amy to reach out.

VI. Development Committee

- A. Committee met prior to board meeting
- B. Speaking with American Social Club about the possibility of partnering with them for charitable partnerships. Amanda to also speak to River Card room. Need to partner to use our additional 5 days.
- C. Discussed that we'd like to partner with Nashua Chamber and be ready to host networking event shortly after they resume.
- D. Need to find more opportunities to partner with corporate sponsorships.
- E. Amanda to distribute VIP list. Asking board members to refresh and notate who on the list they have a relationship with.
- F. Asked about 68 hours of Hunger. We do work with them, and distributed to families via Jewel.
- G. Tom Malone posted update on the MACS FB page that we participate in Amazon Smile.

VII. Governance and HR Meeting

- A. Submitting to the board for approval, the new Trustee Orientation handbook. Need to add a link to Conflict of Interest policy. Also need to add the matrix of current members/committees, year of start and year term is up. Tom motions to accept new handbook, Amanda 2nds.

Lisa -YES Thomas - YES Don - YES Andrew - YES
David - YES Barbara - YES Amanda - YES John - YES

B. Committee sought counsel from our attorney on legal protocols for non-public sessions minutes. No action to be taken.

C. In December, three board members terms are up, not sure if they are renewing for another 3 year term. We are also looking for additional members as well.

VIII. New Business

A. No new business

Don motions to adjourn; Amanda 2nds.

By rollcall:

Lisa -YES Thomas - YES Don - YES Andrew - YES
David - YES Barbara - YES Amanda - YES John - YES

Meeting adjourned at 8:05 PM