



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

Board of Trustees Monthly Meeting Minutes
Wednesday, March 10, 2021
6:30PM
VIA Zoom Call

I. Board Meeting Called to order

- A. 6:33pm. Present via Zoom, Amanda Schneck, Amy Bottomley, Barbara Halevi, Thomas Malone, John Dagianis, Tom Dougherty, David Glasier, Cathy McNamara, Andrew McWeeney, G. Frank Teas, Suzanne Barkley.
- B. Tom 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. Tom mentioned that going forward we will have a placeholder in our agenda to ratify any executive board meeting votes.

Motion made by Tom M to suspend our rules to allow Suzanne and G Frank to participate in our board conversations while they are pending being full board members, with no vote. This would apply for public and nonpublic sessions. John 2nds.

Thomas - YES David - YES Amanda - YES Cathy - YES
Barbara - YES John D - YES Tom D - YES Andrew - YES

II. Public and School Community Input.

- A. Pamela Missner

- a. Pamela asked when we would review the mask policy. Tom D stated that we would revisit it when the metrics in our area improve, but it is not part of our agenda this evening. The mask policy would be reviewed during the Governance committee meeting prior to our next board meeting.

Tom D advised that the Executive Committee took action to approve additional air purification systems in the officers and multi purpose room. Andrew was a big help in facilitating this taking place.

The executive committee also approved changing the part time nurse position to a full-time nurse position.

III. School Director's Report

- A. Micro Moment - The kids are excited to be back in school. Third grade is doing a digital coloring book, and expanding their business to make 3D dinosaurs, which they can sell on their MicroZon.
- B. Enrollment is currently at 236.
- C. There were over 130 applicants for the 2021-2022 school year. The public lottery was held via Facebook on March 3rd at 11am. Families of children accepted will be notified in the next few weeks.
- D. Staff evaluations are happening at this time. Amy anticipates offering teacher contracts by April 15th.
- E. School had its first Covid exposure, affecting 3 staff members and 7 students.
- F. Survey went out to parents and staff about April vacation week travel. Some families would like to travel if given the opportunity and most indicated that they would not be traveling outside of New England for April break.
- G. Staffing changes. The school hired a new RN, who is starting March 15th. There are also two new additions to the para support staff team.
- H. PTO is doing a virtual pet contest, taking place on March 15h-19th.

David motions to accept board meeting minutes and Director's report. Andrew 2nds.
By roll call:

Thomas - YES David - YES Amanda - YES Cathy - YES
Barbara - YES John D - YES Tom D - YES Andrew - YES

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

IV. Treasure and Financial Report

- A. Monthly cash flow - everything is in line with revenue and expenses YTD.
- B. Projecting about \$94,000 surplus. It doesn't account for the additional expenses that we know are coming up.

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

By roll call: Thomas - YES David - YES Amanda - YES Cathy - YES
Barbara - YES John D - YES Tom D - YES Andrew - YES

All Yes's.

2021/2022 Fiscal Budget

- A. From a revenue perspective, increase in revenues about 2%, expenses are roughly an increase of \$40,000. Both areas equal one another. FIND ACTUAL NUMBERS FROM DAVID TALKING
- B. State adequacy monthly - money is going up per pupil. We have projected 235 students. Being above 235 students is good for the budget numbers.
- C. 90-92% of our revenue every year is state adequacy.
- D. We went in with a 2.5% raise increase for next year
- E. We added the nurse full time, we want to add a part time music teacher.
- F. We increased the permanent sub line item. We are proposing a floating paraprofessional to help with covering classes.
- G. John wants to see us review the possibility of a full-time teacher, instead of a paraprofessional. Action item is to have the finance committee review the possibility of a full-time teacher instead.
- H. Health insurance is predicted to increase approximately 9%.
- I. Due to purchasing our printer, we were able to save money on this line item. Line item also includes expenses for copy paper, toner and a maintenance contract.
- J. Pending what happens with Covid, we might have an increased cleaning expense next year. This is an item that we are watching.
- K. We know that we are receiving additional funding for Covid relief at some point.
- L. We are putting \$25,000 into a contingency fund.

Dr. John makes the motion to approve the budget as written but wants us to make sure that we are watching some of the added expenses. Tom M 2nds.

By roll call: Thomas - YES David - YES Amanda - YES Cathy - YES
Barbara - YES John D - YES Tom D - YES Andrew - YES

All Yes's.

VI. Facilities Committee

- A. We need to address the sewer line. We had some put a camera through the sewer line. It was notated that there is a decaying pipe. Quote received to fix the decay issue.
- B. Our pipe is in such poor condition, that it could completely deteriorate at any point. We need the school empty to fix this issue.
- C. Looking to begin the job the Friday before April vacation.
- D. Andrew is going to go back and research the costs, to see if this is a normal price for the work we need. Quote from Milltown came in at \$57,400.00.
- E. Tom D suggested that once Andrew researches the cost, we allow the executive committee to approve the quote after doing some further research with the facilities committee to see if we can improve the financial position of the quote.

Tom M 1sts, Andrew 2nds.

By roll call: Thomas - YES David - YES Amanda - YES Cathy - YES
Barbara - YES John D - YES Tom D - YES Andrew - YES

All Yes's.

VII. Development Committee

- A. We no longer have our charitable gaming event at the American Social Club from March 13th - March 17th.
- B. We are waiting for the opportunity to host our Nashua Chamber event again at Boston Billiards Club, once we are back in person again.
- C. The board reviewed the St Joseph Hospital partnership agreement. There is no clearly defined opportunity for our faculty and staff, therefore we are not sure the benefit to signing this document. The Development Committee will go back and review everything, to see if we want to pursue this opportunity or not.

- D. We set up a capital fundraising campaign website page. We want to use this as an opportunity to help fundraise for the added costs of our school. Following campaign ideas were discussed:
 - a. Growth and expansion of MACS
 - b. Enrichment opportunities for MACS students (remote learning programs or more computers).
 - c. Capital campaign to raise funds to offset costs of the building.
- E. An email will go out to allow the board to vote on the campaign that we will run first. The Development Committee will create the campaign and push it out prior to the next board meeting.
- F. We are asking for 100% board participation by our next board meeting.

VIII. New Business

- A. There is a proposal by several staff members to review if we want to stay K-5 or K-8. Board decided to hold a separate meeting to discuss this item.
- B. Tom D will create a special meeting for this topic.
- C. Amy mentioned that we need to discuss the survey from families and staff in regard to their April break travel plans. We might not have enough staff to operate the school in person.
- D. Barbara asked about the Covid vaccine for students.
- E. Amy mentioned that the DOE is trying to give the teacher the Johnson & Johnson vaccine.

IX. HR & Governance

- A. Summer School - Amy said that we cannot call it Title 1 as we have that during the school day.
- B. They will discuss the mask policy at the next committee meeting.
- C. We hope to welcome Suzanne and Frank as official board members soon. We are still pending their background checks.
- D. They continue to review new board members.

David motions to go into Non-Public Session. Barbara 2nds. By roll call:

By roll call: Thomas - YES David - YES Amanda - YES Cathy - YES
Barbara - YES John D - YES Tom D - YES Andrew - YES

Entered executive session at 8:36PM

Re-entered public session at 9:01PM

David motions to seal executive minutes according to RSA: 91-a:3, II(d). Barbara 2nds.

By roll call:

Thomas - YES David - YES Amanda - YES Cathy - YES
Barbara - YES John D - YES Tom D - YES Andrew - YES

Minutes sealed.

David motions to adjourn the meeting. Barbara 2nds.

By rollcall:

Thomas - YES David - YES Amanda - YES Cathy - YES
Barbara - YES John D - YES Tom D - YES Andrew - YES

Meeting adjourned at 9:03PM