

October 14, 2013

Minutes for MC2 Board Retreat

Present: Steve Coughlan, Darlene Simmons, Bidly Irwin, CJ Hebert, Kim Carter, Eddie Marceau, Elizabeth Cardine, Susan Dreyer-Leon, Jim DeStefano (arrived at 11:00 AM)

Agenda was reviewed and there were no changes.

Resumes for potential board members we reviewed. We have two names, Jim DeStefano and Sarah Browning. Steve explained the process we are following which is an interview and attendance at a board meeting. We will meet Jim at this board meeting.

First report was from the school leader since he cannot stay for the meeting.

Students: There are 63 students and four in the works. Governance council is in place. Students are participating in a variety of after school activities and sports including a street hockey team.

Facility: Cleaning is still a challenge; we need a bike rack and the students would like a basketball hoop.

Special education: we have 22 students with IEPs and 5 with 504s. Conversations with the Manchester School district around special education continue to be challenging.

Grants and Fundraising: we received a grant from the NH Council of the Arts. We received \$3375 which we need to match. This is an open grant for any area students. We will need to find other participants. We have a fundraiser going, Yankee Candle. We also have some volunteers from St. Anselm College working with our students.

There have been no staff changes and we are still looking for a tech person (we have someone in mind), a science teacher and an ESOL teacher. Kim said that we have had a request to take a practicum with us. She is Spanish speaking and will work with us 10 hours a week now to help with translation services. Her practicum is not for another two years. We might have a lead on a dually certified science and math teacher.

Kim talked about the good work that Eddie is doing here. Kim is still here however. This is something the board needs to address. Kim still manages the operations and paper work. We still have a great debt to QED and we have to find ways to manage this. Elizabeth is also continuing to work with staff.

General discussion: we have requests from several states to visit us and to present at two conferences. One is the League for Innovative Schools conference.

Board Assessment discussion. Steve explained the process we will follow. We are using a board self-evaluation tool. See attached.

Next activity was the review of the charter. The duties of the board were discussed.

There are four main areas that the board needs to address:

Fundraising: CJ offered to lead up the effort. One of the new members has some interest in helping with fund raising. Goals include a bus, paying the balances for the fit out, by the end of FY 14. We also talked about starting a "fund the need " program.

Publicity and Community Relations: Bidy and Darlene will work on this. Two events planned are the legislative breakfast and an open house. One of the goals is to develop a presentation package. Another is to be a presence at significant community events.

Board/Staff Development and Recruitment. Also need to get the advisory committee active again. Steve, Susan, and CJ will work on this. One goal is the addition of five new members by the end of the fiscal year. Another is to identify ways to support the leadership.

Policy. Darlene, Steve, and Bidy are on this committee. All school materials are on the website. The goals are to finalize the required policies and develop a personnel handbook.

Time lines will be presented at the next board meeting. Policies are due by March 2014.

The final discussion was to identify a BHAG for this year. Being recognized in Manchester is one goal. And a longer range goal is to increase enrollment to 300 by 2017. Another goal is to get more publicity on a regular basis. We need to decide which to tackle. It seems that publicity is most important.

Meeting ended at 4 PM.

Respectfully submitted, Bidy Irwin