



Meeting Minutes

June 14 2021 6:00 PM - 8:00 PM

Remote Meeting via Zoom video conference.

Attendees

Trustees in attendance at MC²: Chris O'Reilly, Katie Hamon

Trustees in attendance by phone: Jodi Adams, Amanda MacLellan, Jerry Appell, Adam Johnston

Administration:

Apologies:

Guests: Brooke O'Neil, Elizabeth Cardine (joined at 6:05 pm)

Agenda

Topics	Discussion	Decision
Call to Order	Called to order at 6:02 pm	
Approval of agenda	<p>Jodi asked about finalizing the investigation report and whether we want to put strategic goals on the agenda so that they are there every month. Amanda and Jodi thought maybe include on the CEO report.</p> <p>Approval of: Minutes from May 17, 2021 & June 1, 2021 - corrected flipped time & spelling was addressed Monadnock & Manchester/CEP Report sent out for review. Jodi wanted to review Chris' note at the end of the Monadnock report.</p>	

	<p><i>It has been our most challenging year yet, but our outstanding staff all went above and beyond to work through the problems and develop innovative ways to continue to engage learners and connect with families. They all worked tirelessly and gave of themselves generously and many, by coming in to work with learners in-person, knowingly put themselves in situations where their health and the health of their families may have been put at risk due to possible exposure to COVID-19 from others at the height of the Pandemic.</i></p> <p><i>As school leader of the Monadnock Campus, I would like to express my deepest gratitude to: Elizabeth Cardine, Sarah Stout, Derek Blunt, Rosie Minich, Christie Brown, Danielle Sanderson, Wendy Rezonnicco, Brooke O'Neil, Caleb Atwood and Eric Snare for all of their hard work and dedication to MC2, its learners and their families through the 2020-2021 school year. You'll not find a finer group of educators dedicated to ensuring each child's success by working together with families and communities to interrupt the predictive value of race, class, language, gender, and special capacities on student achievement in our schools and communities.</i></p> <p><i>Sincerely, Chris O'Reilly</i></p>	
<p>Monadnock Campus</p>	<p>The Board discussed the Monadnock School Leader Report. Chris has received a draft lease for new site, Adam will work with Chris to have attorney John Griffin review. The architect is working on plans for the site, communicating with Chris and Elizabeth. Finance Committee will need to review costs for fit outs and sources for funding. Deposit is \$6500 and architect up to \$2500.</p>	<p>Adam to connect Chris with John Griffin by email</p>
<p>Consolidation and Restructuring</p>	<p>Chris will officially be executive director as of July 1, 2021</p>	

Public Time	no members of the public spoke	
Manchester Campus	<p>The Board discussed progress and updates on the closure of Manchester Campus. There are two advisors staying on until the end of July to work with students close to completing a phase to ensure correct grade placement at new school. The campus has made an effort to remain positive. A majority of students have identified their next school. The CEO is completing the checklists and data reports. Campus is being packed. SAS & MAP testing is complete.</p>	Chris to identify what furniture from Manchester he wants to move and keep. Jerry and Jody to identify storage for items currently in Manchester.
Financial Report	<p>No report was prepared for this evening.</p> <p>The CEO is meeting with QED to review PPP loan and finances. Variables for next year include lease costs for single campus, state funding rates, fundraising.</p>	
Bonus/Hazard Pay Policy:	<p>NH authorized additional pay from ESSER funds for staff. The Board discussed 3 policies for additional pay:</p> <ul style="list-style-type: none"> ● Stipends ● Extra Duty Pay ● 2020-2021 School Year Bonus Pay <p>Amount awarded exceeding 10% of staff member's contracted salary must be approved by board - Katie suggested clause added to Extra Duty Pay as well.</p> <p>ESSER funds required policy for Covid Bonus Pay Jodi - Do we want the bonus to span until next year? Jerry - Creating precedent. Chris - different to what he was thinking. Not extending but offering it to employees who worked 2021 and staying on until end of year and/or coming back to work for next year. Intention for those to stay on until end of school year. Jerry - for this to happen in subsequent year - this would be determined by Executive Director or something else?</p>	Unanimously approved.

	<p>Amanda - this bonus is not tied to any unique person or scope of work - not stipend with fixed scope. Question of sign-on bonuses as recruiting tool - to be discussed later. Wants ability for Executive Director to honor work. Concerned about bonuses in education in general.</p> <p>Jerry - Potential issues in bonuses in education - compensating for lack of actual compensation. Absent of Covid - determining bonus pay in regular school year - question of how to apply.</p> <p>Adam - specific to covid on this language. Went back to review existing policy pay. Some flexibility for bonuses currently included in our existing policy pay subject to being sufficient funding and some type of approval.</p> <p>Jodi - what did Chris think about the amounts - Chris agrees. Thought hourly needed to be more than original \$1,000. Salaried employees generally are working more than hourly employees - have more duties.</p> <p>Adam made motion to approve. Jerry seconded.</p> <p>Jodi Jerry Adam Katie Chris & Amanda - unanimously approved.</p>	
21-22 QED contract	Contract for bookkeeping and grants management signed with QED Foundation.	
Bank Authorizations	<p>Board discussed that Chris, as incoming Executive Director, should be authorized signer on bank accounts. Adam never fully took responsibility on - with Manchester closing, he will be stepping off the board in the near future, so being authorized on accounts won't make a lot of sense. Will talk with Donna about getting Chris authorization as Executive Director. Adam will work with Donna and Chris.</p> <p>Amanda asked about timeline for this authorization (if he wouldn't automatically have it) given he'll be the Executive Director before the next meeting.</p> <p>Adam motioned, Jodi seconded.</p> <p>Aye - Katie, Jerry, Jodi, Adam, Amanda</p> <p>Chris (abstains)</p>	Chris approved as authorized signer on bank accounts.
Investigation report	Board discussed need to share summary findings of investigation from February 2021, not including names and certain details for privacy reasons. Jodi will draft summary and share for next board meeting.	Summary of findings to be shared with public. Draft to be shared at next meeting.

Committee	<p>Academic Excellence has not met.</p> <p>Development has not met but Elizabeth did forward to board potential person from the Boys and Girls Club of Greater Nashua who is interested in joining and Amanda will follow up.</p> <p>Elizabeth continues board recruitment efforts with the president of the Savings Bank of Walpole.</p> <p>Board discussed inclusion of staff, family members, and students on the Board. Katie and Amanda raised questions about potential conflicts of interest. Jerry expressed interest in student and alumni representation, and whether there can be non-voting members. The Board is open to a proposal from students on how they imagine having representation.</p> <p>Governance Committee - has not formally met. Meeting on July 1st.</p> <p>Roles and Responsibilities - have not met formally.</p> <p>Finance Committee - has meeting coming up - nothing else from that committee.</p>	
	Do not need Non-Public Session	
Other business	<p>Jodi shared that safety protocols are being followed by all students and families.</p> <p>Amanda requested Chris reach out for anything he needs as he transitions into Executive Director role.</p>	
	Meeting adjourned at 7:03 pm.	