



Meeting Minutes

February 12, 2024 6:00 PM - 8:00 PM

Onsite at 310 Marlboro Street / Remote Meeting via Google Meet

Attendees

Trustees in attendance at MC²:

Chris O'Reilly, Katie Hamon, Savannah Drowne, Yves Gakunde, Catlin McLaughlin, Christine Parshall, Kendra Carter, Matthew Bickford

Larry Monson joined at 6:08pm

Trustees in attendance by phone/video: none

Administration/School Staff:

Sarah Stout (left at 6:34)

Elizabeth Cardine (attending by Zoom - left at 8:23)

Apologies: none

Guests: none

Topics	Discussion	Decision
Call to Order	Called to order at 6:02 pm	
Approval of Agenda	Board Meeting Agenda <ol style="list-style-type: none"> 1. Call to order 2. Approval of Agenda 3. Public Time 4. Consent Agenda <ol style="list-style-type: none"> a. Approval of Minutes 	

	<ul style="list-style-type: none"> b. Executive Director Report 5. Finance <ul style="list-style-type: none"> a. Financial Report b. Anew Donation 6. Committee Updates & 2024 Goals <ul style="list-style-type: none"> a. Academic Excellence b. Charter Renewal c. Development d. Governance <ul style="list-style-type: none"> i. Policy Updates: <ul style="list-style-type: none"> AC - Nondiscrimination AM - Conflict Resolution EHB - Data/Records Retention & EHB-R Retention Schedule GADA - Employment References & Verification e. Finance f. Non-Board Committee Updates 7. New Business 8. Board Meeting Dates - May 2024 and beyond 9. 6:30-8:30 Board Training 10. Meeting Adjournment 	
Public Time		No comment
Consent Agenda	<p>Approval of Minutes Katie made a motion to approve January’s minutes. Savannah seconded. Unanimously approved.</p> <p>Executive Director Report Counselor position funded by Anew for 2-3 days using ESSER funding. There are currently no plans for this position after the ESSER grant expires in September.</p>	

<p>Finance</p>	<p>Looking at the Financial Report for both December and January, Business Services were over budget for two months. The fitout for the expansion was not included in the budget, so this makes sense.</p> <p>\$5,000 Anew Behavioral Health made a \$5,000 donation for the office fitout. Katie moved to accept the donation, Larry seconded, Unanimously approved</p> <p>The \$2,500 gift from the Roy Hunt Foundation that was approved during December’s Board meeting arrived.</p>	<p>Katie to send thank yous to both Anew & Roy Hunt.</p>
<p>Committee Updates</p>	<p>Academic Excellence: Plans to meet on February 28, 2024 and continue to focus on the school’s CSI status, collaborating with other charter schools that have the same designation, and compiling relevant data for use during CSI discussions with the NH DOE. The committee will also support the Charter Renewal Committee with language related to academics.</p> <p>Committee Goals for the year are:</p> <ul style="list-style-type: none"> ● Compile and review relevant data (e.g. enrollment, progress, attendance, graduation rates) for use in CSI discussions, Charter renewal, and other Board activities. ● Form a coalition and communicate to the DOE recs for best practices in support of alternative models of education. ● Support Charter Renewal Committee in regards to updating language surrounding academics. <p>Charter Renewal Form created for feedback gathering. Site Council also working on this. Committee to sync up in early March to review feedback and thoughts.</p> <p>Development: Larry asked for a detailed report regarding donations and fundraising so that the development committee can determine which fundraising efforts are most effective so that members can prioritize fundraising activities. Fundraising goals would also be helpful in terms of ensuring that the school is receiving adequate</p>	

support. There was also discussion related to communicating fundraising activities by creating an annual report on fundraising.

Goals for the year are forthcoming.

Governance -

The committee is working on policy review, and is supporting the charter renewal committee.

Policy updates:

- AC - Nondiscrimination
- AM - Conflict Resolution
- EHB - Data/Records Retention & EHB-R Retention Schedule
- GADA - Employment References & Verification

Board reviewed proposed updates and adjusted as needed. Katie **motioned to approve these five updated policies**, seconded by Yves, unanimously approved.

Committee goals for the year are:

- Support the Charter Renewal Committee in updates to the Charter & By-Laws.
- Increase understanding of school governance structure and Board responsibilities through policy review and Board training/workshops.
- Review policies & generate calendar & tracking for required and recommended review and/or related programming.
- Finalize onboarding process and reference docs, and recruit more Board members.

Finance -

Met just prior to this meeting, and members reviewed the results of the staff survey. Staff are generally satisfied with their work environment, but would like additional benefits. Salary increases do not leave the funds required for the benefits.

Committee noted that they would pass on their goals (shown below) for the minutes.

	<ul style="list-style-type: none"> • Create a 5-Year Budget for Charter Renewal and regular use/update at school. • Identify benefits for staff and work on updating benefits package. • Help Development Committee identify fundraising needs. <p>Non-Board committee updates Board did not go into specifics given time allotted for training during this meeting.</p>	
New Business	<p>a. Board Meeting Dates - May 2024 and beyond</p> <p>Board set dates for May 2024 and beyond as the third Monday of the month (with a change in January/February to the second due to the holidays. Dates are as follows: 2024: May 20, June 17, July 15, Aug 19, Sept 16, Oct 21, Nov 18, Dec 16 2025: Jan 13 (due to MLK day), Feb 10 (due to Presidents Day), March 17, April 21</p>	
Non-Public Session	N/A	
Board Training	New Hampshire Charter School Foundation provided training on School Organizational Chart & Board Committees.	
	Katie made a motion to adjourn. Savannah seconded. Meeting adjourned at 8:27pm.	