



Heather King Head of School

Rachel Merrill Principal

Mission "Providing a rigorous college preparatory curriculum and well rounded arts education to enrich the lives of our students."

Vision "Nurturing the next generation of leaders to become invaluable citizens at the heart of Maine's cultural, economic and social well being."

BOARD OF DIRECTORS MEETING February 2, 2023

5:30 PM

Passed March 2, 2023

AGENDA

Join Meeting via Zoom at:

[Join Zoom Meeting](#)

<https://networkmaine.zoom.us/j/86998981821?pwd=QW9pa1VJRFlxOW1qamtaOERkM2VXUT09>

Meeting ID: 869 9898 1821

Passcode: 582656 *Closed Caption Provided if needed. Please let us know 48 hours in advance if this is necessary*

Directors present: Sherry Gilbert, Linda Warner, Drew Landry, Tim Rector, Shelley Reed, Janna Townsend, Andrew Carlton, Heather King (non-voting)

Directors absent: None.

Staff: Jill Alves, Jasen Richardson, Rachel Merrill

Public: None.

1. Call to Order / Declaration of a Quorum Sherry Gilbert called the meeting to order and declared a quorum at 5:30pm.

2. Public Comment None.

3. Approval of Minutes from January 5, 2023

Motion by Tim Rector, seconded by Andrew Carlton, to accept Board of Directors meeting minutes for January 5, 2023. Unanimous.

4. Administrative Report Head of School report was well-received by board members and highly informative.

5. Committee Reports

- a. Finance Committee - Tim Rector shared an overview of the most recent minutes.
- b. Academic Excellence Committee - did not meet in January.
- c. Governance Committee - did not meet in January.
- d. Fundraising, Development/Marketing Committee - Linda Warner shared that this committee had a very productive meeting.

6. Additions/Adjustments by Chair/Directors - None.

7. Old Business

- a. MSBM Membership - Item tabled.

8. New Business - Auditors Ron H.R. Smith and Kyle Cole joined the meeting at 5:40pm. Ron shared his highest opinion of MeAA's budget stating that its unmodified balance sheet is almost a mirror image to that of FY21. Ron commended Jill Alves's work with the books and tipped his hat to the school for weathering the storm as a charter school.

- a. Charter Commission meeting update - Sherry Gilbert reported attendees at the meeting: Sherry Gilbert, Linda Warner, Janna Townsend, Shelley Reed, Dick Durost, Heather King, and Rachel Merrill. Sherry discussed the suggestions presented by commission members and Heather King has followed up with each recommendation. Heather King also added that she appealed to Lana regarding how data is presented and compared to public schools in the area.
- b. New building update - Heather King shared that the exterior lighting needs to be updated prior to gaining occupancy. The fire alarm was quoted at \$10k by Johnson Controls. Heather King is meeting with Cunningham to obtain another quote. ER Fields and Cayer Security were mentioned as other potential companies to obtain quotes from.
- c. School calendar fy24 Schedule Change - Heather King shared her research regarding the benefits of a four-day work week, including employee retention, fuel/transportation savings, and more convenient pick-up times for parents. Andrew Carlton stated that schools have been looking at this for a long time, that students would likely adjust well and will engage at a higher level. Shelley Reed inquired about which days of the week would work best for school days.

Motion by Tim Rector, seconded by Linda Warner, to adopt proposed schedule of a four-day school week for the 2023-2024 school year. Unanimous.

- d. Budget for Fy 24 - Jill Alves reviewed the budget. Heather King has produced receipts for nearly every item disputed on the inventory list.
- e. Janna's item - Janna has contacted previous renters of SPCA/MENC and if need be this can be used by MeAA. Also these previous renters are interested in renting space from MeAA at our new facility.
- f. Ribbon Cutting Ceremony - Sherry Gilbert has been working with Ann Castonguay to schedule the ceremony. May 10 at 4:00pm and May 31, 2023 would both work for board members.
- g. Maine Alliance For Public Charter Schools - Shelley Reed shared the organization's priorities are advocacy and resource-sharing. The organization has filed with the state for

articles of incorporation. The last meeting's emphasis was to establish by-laws for the organization. Shelley Reed would like to schedule a date for strategic planning to discuss SWAT. Currently there is a President, Vice President, Treasurer, and Secretary and three other members.

Motion by Andrew Carlton, seconded by Drew Landry, to join the Maine Alliance for Public Charter Schools. Unanimous.

9. Executive Session

a. Title 1, Chapter 13, Sub-chapter 1, Freedom of Access, 405, 6A.1: Individual's right to privacy

Motion by Drew Landry, seconded by Janna Townsend to enter executive session per Title 1, Chapter 13, Sub-chapter 1, Freedom of Access, 405, 6A. 1: Individual's right to privacy. Unanimous. Executive session entered at 6:42pm.

Executive session ended at 7:15pm.

Motion by Drew Landry, seconded by Tim Rector, to approve agreement discussed in executive session and to authorize chair to execute on behalf of the board. Unanimous.

b. Title 1, Chapter 13, Sub-chapter 1, Freedom of Access, 405, 6A.1: Individual's right to privacy

Motion by Drew Landry, seconded by Tim Rector, to enter executive session per Title 1, Chapter 13, Sub-chapter 1, Freedom of Access, 405, 6A.1: Individual's right to privacy. Unanimous. Executive session entered at 7:17pm.

Executive session ended at 7:34pm. No action taken.

9. Announcements & Upcoming Events / Meetings

- a.** Governance Meeting TBA , 5:00 pm
- b.** Fundraising/Marketing, TBA
- c.** Academic Excellence TBA
- d.** Finance Committee Meeting
February 22, 2023 4:00 pm
- E.** Adhoc Building Committee TBA

8. Next Board Meeting Thursday March 2, 2023 5:30 pm

10. Adjournment

Motion by Drew Landry to adjourn. Meeting adjourned at 7:35pm.