



Board of Directors Meeting Agenda

September 1, 2021 at 5:00 PM

Approved October 6, 2021

Directors present: Sherry Gilbert, Dick Durost, Andrew Landry, Timothy Rector, Janna Townsend, Linda Warner

Directors absent: Maggie Allen

Staff: Heather King, Rachel Roberge

Public: Fern Desjardins, Maine Charter Commission

5:00pm the meeting was called to order by Sherry Gilbert

1. Adjustments to Agenda
 - a. Budget adjustments (added to 7)
 - b. Approve budget (added to 7)

2. Public Comment - none

4. Approval of August 4, 2021 Minutes: Motion to approve

motion	Tim
second	Dick
yes	5
no	0
abstain	0

5. New Business: Heather King reported that as part of the reopening plan for this year there will be a mask mandate, social distancing (3 feet between students inside) and other Covid rules like last year's will be in place. There's a video on the website.

Sherry has sent out via email the list of all committees. Discussion about Board packets (printed) for board meetings.

6. Old Business: The Board Self Evaluation has been completed.

7. Review/Approve Financial Reports and Finance Committee Update - Tim reports that we are in good shape. The loan from the Credit Union has been repaid as approved. Linda Belanger suggested that now that we know what our rent and other

expenses are, we amend the budget to more accurately reflect actual expenses: rent, transportation, Covid cleaning, IT contract increase, etc.

Motion to amend the budget as recommended by the Finance Committee

motion	Dick
second	Drew
yes	5
no	0
abstain	0

The bus company wants a 3-year contract for transporting our students. Motion to authorize the Head of School to negotiate a 3-year agreement for bus service as a fixed price subject to adjustment should our student enrolment decline below 215.

motion	Drew
second	Linda
yes	5
no	0
abstain	0

8. Approval of policies/ plans:

- a. Second Reading to Truancy Policy; RTI added on attorney's advice

Motion to approve the policy

motion	Janna
second	Drew
yes	5
no	0
abstain	0

- a. Second Reading Computer Use Policy; combined two policies that were redundant in several places.

Motion to approve the policy

motion	Janna
second	Drew
yes	5
no	0
abstain	0

b. Staff Handbook revision by HR company and their attorney
 Motion to approve the handbook

motion	Dick
second	Tim
yes	5
no	0
abstain	0

9. Committee Reports:

- a. Academic Excellence Committee* - Dick reported that the AEC did not meet on, 8/24/21, as it was the same day as the Board Retreat/Goal Setting
- b. Governance Committee* - Drew reported that Governance did not meet, on, 8/16/21
- c. Fundraising, Development/Marketing Committee* - Heather reported for Maggie. Minutes in the board packet. Marketing is going well. We have 220 students registered for fall.
- d. Janna reported that there will be a field trip for students in a science class to participate in the Friends of Messalonskee Watershed Survey on September 29 and/or 30.

10. Report from Administration:

Assistant Head of School Report*- Rachel's report is in the board packet. MeAA has hired some wonderful new teachers and staff. Teacher workshops were very successful. School is off to a great start!

10. Announcements & Upcoming Events / Meetings:

Wednesday September 15 4:00pm to 7:00 pm Maine Cabin Masters
 Woodshed Fundraiser
 Outdoor Recital will be October 15
 Next Board Meeting - October 6 , 2021 at 5:00 pm

12. Executive Session

- a. Executive Session: Title 1, Chapter 13, Sub-chapter 1, Freedom of Access, 405, 6C. discussion of use of real property

Motion to move into Executive Session

motion	Janna
second	Dick
yes	5
no	0
abstain	0

Motion to exit Executive Session

motion	Drew
second	Dick
yes	5
no	0
abstain	0

Executive Session ended at 6:13pm
No action was taken

13. Motion to Adjourn

motion	Drew
second	Janna
yes	5
no	0
abstain	0

The meeting adjourned at 6:15pm

Respectfully Submitted,

Linda Warner, Secretary