



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."

Approved Monday September 11, 2023

**BOARD OF DIRECTORS MEETING
August 3, 2023 - 5:30 PM
AGENDA**

meet.google.com/uzs-tatx-pbo

Directors present: Sherry Gilbert, Janna Townsend, Tim Rector, Drew Landry, Linda Warner, Shelley Reed, Heather King

Directors absent: Andy Carlton

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 5:34pm.

2. Approval of Minutes

Motion by Janna Townsend, seconded by Tim Rector, to approve BOD minutes from July's meeting. Unanimous.

3. Public Comment None.

4. Administrative Report

Heather King commented that there was one question that generated an unfavorable response, which lowered the average for the student satisfaction section of the panorama survey.

5. Committee Reports

- a.** Tim Rector - Chair, Finance Committee - Tim reported on the work being done by the committee.
- b.** Janna Townsend - Chair, Academic Excellence Committee - no committee meeting. **c.** Drew Landry - Chair, Governance Committee - Drew reported on the work being done by the committee.
- d.** Linda Warner - Chair, Fundraising, Development/Marketing Committee - Linda reported on the work being done by the committee.

6. Additions/Adjustments by Chair/Directors -

Heather King shared that the Chamber of Commerce inquired about a ribbon-cutting ceremony. There was a general consensus for scheduling for the middle of October. Shelley Reed discussed five ideas for school boards to advocate for their schools.

Idea 1: Tell your story as a Board Member, write a short blurb about why you volunteer on the board, share your story, follow your school on social media.

Idea 2: Share your school story, share your school story with your networks, share your school posts on your network, follow local reporters on social media and tag them on school stories.

Idea 3: Encourage peers to tell their story, take part in advocacy moments.

Idea 4: Engage with community, business, and faith-based leaders, invite leaders to visit the school, share your school story with key leaders and influencers.

Idea 5: Build relationships with lawmakers, follow them on social media, connect with them, invite them to visit the school and to school events, offer them an opportunity to tell their story and ask them to share the school story with their constituents.

Sherry Gilbert shared two letters that she sent to the managers at Lowe's and a co-owner at Charlie's in Augusta, thanking them for their generous donations to the school.

7. Old Business - None.

8. New Business

a. Report from Operations Director - Cory King thanked Sherry Gilbert and Linda Warner for coordinating donations. Cory stated that nearly all of the classrooms have been set up, however the school is in need of chairs. Siemens offered a quote to service the building. Cory also spoke with Energy Management Consultants. EMC recommended updating the school's lighting. The cost associated with installing school zoning signage is \$6,000. Neighbors Supporting Neighbors picked up some chairs from the school and sold them; proceeds went to purchase food for local families in need.

b. Board Review of Maine Arts Academy Policies/First reading on several new policies

c. Employee Handbook - There will be no changes to the Employee Handbook. d. Retreat

Date reminder August 7, 2023 9:00 am to 1:00 pm lunch will be served E Wing

e. Charter Commission - Sherry Gilbert discussed the Charter Commission meeting, which took place on July 11th. Tom Keller would like to have a liaison between the DOE to the Charter Commission. Norm Higgins stated that the executive committee will handle salaries and benefits for employees. Leigh Weisenburger Albert stated that CRCS needs a three-year financial plan and to work on their absenteeism. Joe Drago said that MEANS and CRCS will work with him on their financial plans. Tori Kornfield said CRCS has completed their intervention plan. Sherry Gilbert addressed the concerns MeAA's board has regarding epicenter. Baxter and Fiddlehead are both on ten year renewal plans. The

Commission is hiring to fill an administrative assistant position. Norm Higgins and Leigh Weisenburger Albert were elected Chair and Vice Chair, respectively.

f. Elections - Drew Landry announced that the Governance Committee is submitting the slate of officers to be Sherry Gilbert, President; Linda Warner, Vice President; Andy Carlton, Treasurer; and Drew Landry, Secretary.

Motion by Tim Rector, seconded by Shelley Reed, to accept the nominations. Unanimous.

9. Announcements & Upcoming Events / Meetings

a. Governance Meeting: TBA, 5:00 pm

b. Development Committee: TBA, 4:00 pm

c. Academic Excellence: August 8, 4:00 pm

d. Finance Committee Meeting: August 23, 4:00 pm

e. Maine Alliance for Public Charter Schools: August 21, 4:00 pm

f. Board Retreat Monday August 9:00 to 1:00 E-Wing/Lunch will be provided

10. Next Board Meeting: September 7, 2023 - 5:30 pm

11. Adjournment

Motion by Drew Landry, seconded by Janna Townsend, to adjourn the meeting. Meeting adjourned at 6:36 pm.