

Meeting Info:

Web: meet.google.com/byd-qzzm-eod

Phone: 1-401-683-0256

Pin: 572297466

Minutes MEAA Board of Directors

Date: October 2, 2019

Time 5:00 p.m.

Approved: November 6, 2019

Directors present: Janna Townsend, Carl Steidel, Sherry Gilbert, Jeff Desrosiers, Linda Warner, Drew Landry, Mike Thorne (via phone)

Directors Absent: Tim Rector, Deb Levenseller

Staff: Deborah Emery, Executive Director; Heather King, Principal; Diane Manter, Office Manager; Heather Neal, Business Manager; Melissa Hurley, Marketing

Public: Isaac Pelletier, Student Rep

Call to Order – Janna Townsend

1) Adjustments to Agenda: Class Rank Policy added to Agenda Item 4

2) Approval of Minutes :

September 4, 2019 - MOTION to approve the minutes as amended made by Jeff Desrosiers. 2nd by Carl Steidel. VOTE 5-0 . 1 absension

3) Review/Approve Financial Reports and Finance Committee Updates

Financial Update - Heather Neal reported that the Finance Committee did not meet this month and gave the following updates:

- The \$50,000 line of credit at Kennebec Savings Bank has been approved
- The Camden Bank accounts should be closed within the next couple of weeks
- The credit card at New Dimensions was approved
- Heather Neal is in the process of closing out year end grants
- The second van from the grant this fall
- The next Finance Committee meeting will concentrate on the deficit because we did not meet our targeted enrollment number and finding money to help with school and projects

4) Approval of policies/ plans:

- Social Media Policy - Deborah Emery went over the proposed Social Media Policy. Carl Steidel suggested adding a summary at the beginning of the policy. Deborah will edit the policy and present it to the Board again.
- Class Rank Policy - Deborah Emery presented the Class Rank Policy to the Board. There was much discussion on clarifying the timeline within the policy. Deborah will edit the policy and will consult the Governance and Academic Excellence Committees.

5) Committee Reports:

a) Academic Excellence Committee- 9/16/19 update - Sherry Gilbert reviewed the Academic Excellence Committee meeting minutes. (See Attached)

b) Governance Committee - Did not meet

c) Fundraising, Development/Marketing- 9/24/19update - Melissa Hurley reviewed the Fundraising Committee meeting minutes (See Attached)

6) Head of School Report- (attached)

Panorama - Deborah reviewed the results from the Panorama survey from the Charter Commission
Blog - Deborah has started a blog on the website. Janna commented that she really liked the first one as it was "Top Ten Questions About Maine Charter School".

7) Principal's Report:- (attached)

Heather King added to her attached report by stating that the Safety Plan is almost complete and that there were fire drills held this week. The first day the fire drills were held for individual buildings, the second was all the buildings at once.

8) Old Business-

Update on meeting with John Wiggin - Janna Townsend report that they met with John Wiggin regarding the end of school and the first day of school dates, and being able to have time to move in and out prior to the start of his camps. John stated that they have back to back camps. However, because of leap year MEAA will have extra time to move in this coming September. Sherry Gilbert stated that moving forward John will have the college program start on Tuesday vs. Sunday.

9) New Business- None

10) Announcements- October 25th Evening Recital (fundraiser for Cancer Society) 6:00

11) Next Board Meeting - November 6 , 2019

12) Adjourn- MOTION to adjourn was made by Sherry Gilbert. 2nd by Jeff Desrosiers VOTE -70