



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

July 6, 2023 - 5:30 PM

AGENDA

Approved August 3, 2023

Join Zoom Meeting

<https://maineartsacademy-org.zoom.us/j/84667962205?pwd=Tjl2bTZxVzhDdzFJdFBBLy9jUEh1dz09>

Meeting ID: 846 6796 2205 Passcode: Be0Xnn

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

Directors absent: Andrew Carlton

Staff: Jill Alves, Jasen Richardson, Rachel Merrill

Public: Parents of enrolled MeAA students

1. Call to Order / Declaration of a Quorum

Sherry Gilbert called the meeting to order at 5:30pm.

2. Approval of Minutes

Motion by Timothy Rector, seconded by Shelley Reed to approve the Board of Directors meeting minutes from June 8, 2023. Unanimous.

3. Public Comment

A parent expressed concerns about foreign languages. Heather King responded with specific information regarding Glorianna Alvarado and Rebecca Singer returning to teach foreign languages.

4. Danielle Marquis/Insurance Presentation

Danielle provided an overview of the current commercial insurance market and the changes in pricing and underwriting. Premiums are increasing by as much as 25%. Danielle also invited Board members to reach out with any questions, but stated that in her opinion, MeAA is adequately covered by Philadelphia Insurance Company. Coverage packages include property insurance on the building and its contents, general liability, and auto insurance for buses and vans. Danielle also discussed educators' professional liability, Board of Directors liability, and employment related practices liability. Danielle also presented information about the Student Accident Medical Policy and Workers' Compensation.

5. Administrative Report

Shelley Reed and Janna Townsend were excited to hear about the backgrounds of the new faculty members!

6. Committee Reports

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

7. Additions/Adjustments by Chair/Directors - Sherry Gilbert commented on gifts received from donors and requested that each board member write a thank you note to the donor. Sherry is happy to share a template. Sherry would like to keep the thank you notes on file at the school. Sherry Gilbert also discussed the obligation of board members to take classes and tests on Epicenter and will advocate for the board at the next Charter Commission meeting.

8. Old Business - No old business.

9. New Business

- a. Search and Seizure Policy** Heather King reported that this policy should be included in the Policy and Procedures Manual.

Motion by Janna Townsend, seconded by Timothy Rector to accept the first reading of the policy. Unanimous.

b. Employee Handbook - Tabled until further notice.

c. Retreat Dates 9:00am - 1:00pm September 6, 2023

d. Charter Commission Sherry Gilbert reported that the Charter Commission met on June 13. Shelley Reed, Sherry Gilbert, and Linda Warner were in attendance. Torey sent an article to the Department of Education about an educational grant obtained by a Mississippi school. Lana wants to see schools that are only testing at the third grade reading level improve. Harpswell has sold all of their property and will close in the black. Janna LaPointe spoke about MeAA's graduation, specifically complimenting our strings and vocal ensembles, dancers, and Shakespearean performers. Janna also spoke about other charter schools' graduation ceremonies. Shelley spoke on the Maine Alliance for Charter Schools and on students being prepared for the world and their ability to find their "great perhaps". Lana spoke on MeAA's move and the amount of help the school received from the bus company, parents, and outside organizations.

Shelley Reed stated that Lana is using data to work with commission members to facilitate moving people toward a more cooperative and collaborative environment. Heather King added that Lana was helpful in determining the finer details of attendance recording. Amy and Lana have had several conversations with the DOE about data and the inconsistencies between the school's data and the department's data.

e. Charter Commission finance workshop Drew Landry, Sherry Gilbert, Jill Alves attended the workshop. There were 24 participants. It was suggested to create a three-year plan to include goals, a strategic plan, and the mission statement. It was suggested to address questions such as why the school was started, whether or not the school is answering student dreams, and to list 3 things we missed that the students didn't experience but that they might've liked to have experienced. It was suggested to test and modify the three-year plan each quarter and to look ahead and plan what the school will need i.e. furnace, roof, etc. It was also recommended to achieve a more comprehensive approach, committees should not work in silos. Jill Alves shared Rigorous Evaluation: Use Data Trends and Information, which is subdivided into 5 areas of concentration: financial health, enrollment, academic outcomes, mission fulfillment, and facility. Sherry also discussed the challenge of maintaining qualified staffing and incentives for faculty members. Jill mentioned considering where monies from higher enrollment should be allocated to.

f. Reminder of elections in August - Drew Landry will work to get a quorum together in July.

11. Announcements & Upcoming Events / Meetings

a. Governance Meeting: TBA, 5:00 pm

b. Development Committee: July 31, 4:00 pm

- c. Academic Excellence: August 8, 4:00 pm
- d. Finance Committee Meeting: July 26, 4:00 pm
- e. Maine Alliance for Public Charter Schools: TBA during the month of August

12. Next Board Meeting: August 3, 2023 - 5:30 pm

13. Adjournment

Motion by Timothy Rector, seconded by Janna Townsend, to adjourn the meeting. Unanimous.
Meeting adjourned at 6:35pm.