



Approved May 6, 2022

April 6, 2022, Board of Directors' Meeting Minutes

Directors Present: Maggie Allen (Zoom), Sherry Gilbert, Andrew Landry, Janna Townsend (Zoom), Linda Warner

Director Timothy Rector joined the meeting at 5:01 p.m. (Zoom) and left at 5:26 p.m.

Director Richard Durost joined the meeting at 5:03 p.m. (Zoom)

Directors Absent: None

Staff: Heather King, Head of School; Rachel Merrill, Assistant Head of School; Jill Alves, Business Manager (Zoom)

Public: Fern M. Y. Desjardins, Chair, Maine State Board of Education and Charter Commission Liaison (Zoom)

1. Call to Order/Declaration of a Quorum – President Gilbert called the meeting to order at 5:00 p.m. A quorum was declared.

2. Public Comment – None.

3. Approval of Minutes

Motion: Allen/Rector – The minutes of the March 2, 2022, Board meeting be approved as written. Motion carried unanimously.

4. Administrative Report

Ms. Merrill provided a report of activities for the month of March, which included spirit week, mini recitals, a formal dance in Alumni Hall, classroom activities, and faculty training on suicide prevention and intervention. A student-organized Ukrainian fundraiser was held, with \$2,000 raised and going directly to the Direct Relief Organization.

5. Committee Reports

a. Finance Committee

Director Rector provided a report of the March 23, 2022, Finance Committee meeting. Discussed were the audit, the checking account statement and reconciliation, the budget vs. actual report, hiring an outside marketing company, raises for employees, and funding for a Student Support Specialist. MeAA remains in a good, financial position, and is on track with respect to budget activity vs. actual. The next meeting is scheduled for April 27, 2022, at 4:00 p.m.

b. Academic Excellence Committee

Director Durost provided a report of the March 22, 2022, Academic Excellence Committee meeting. Discussion included a report on how to continue elevating MeAA to “excellence.” Chris Maloney and Jason Graves of the Science Department provided a presentation on their math and science teaching assignments, as well as their teaching styles. Students who took the NWEA were presented with depression lamps. This was a follow-up from a recent conversation regarding incentives and rewards. The next meeting is scheduled for April 26, 2022, at 4:00 p.m.

c. Governance Committee

Director Landry provided a report of the March 21, 2022, Governance Committee meeting. Discussion included a personnel issue, updates to policies related to suicide prevention and intervention, whether MeAA should be considering policies based on Charter Commission recommendations and other sources, and a request to upload Committee minutes to Epicenter. The next meeting is scheduled for April 21, 2022, at 4:00 p.m.

d. Development Committee

Director Allen provided a report of the March 28, 2022, Development Committee meeting. The Committee discussed the Con Fullam concert on September 24, hiring of a marketing firm, the wish list update, and recruitment. The next meeting is scheduled for April 25, 2022, at 4:00 p.m.

6. Additions/Adjustments by Chair/Directors

President Gilbert added a discussion regarding the National Association of Charter School Authorizers, as well as two executive sessions to the agenda.

7. Old Business

a. Donations to the Fine Arts Enrichment Fund

President Gilbert reminded Board members donations are needed for the Fund to accommodate the matching grant.

b. Audit Update

Jill Alves, Business Manager, reported that MeAA is close to the threshold as to whether an extra audit will need to be done. MeAA needs to ensure that all expenses reported have been expended during FY21. It should be known in the next day or so if a federal audit will need to be completed.

8. New Business

a. Charter Commission Board Meeting of March 8, 2022

President Gilbert provided a report of the March 8, 2022, meeting of the Maine Charter School Commission. Ms. King provided a PowerPoint presentation regarding MeAA's Theater Program and English Department. There was a Board training presentation by the National Charter Schools Institute. The Charter Commission acknowledged that Chris Maloney of MeAA was named a recipient of The Society for Science's STEM Research Grant. Ms. Desjardins noted that MeAA did a phenomenal job with their presentation.

b. Presidents' Summit Meeting of March 17, 2022, Update

President Gilbert provided a report of the March 17, 2022, Presidents' Summit meeting. A New Schools Venture Fund will be available online May 4. There will be changes in the performance framework, however, it is not yet known what those changes are. There is a suggestion to have a grant administrator for the Commission and all schools. The final item of discussion was the ED 279 report. The student/teacher ratio went from 17:1 to 16:1. It was also noted that this is the final year for the minimum teacher salary adjustment.

c. Basket in School Lobby to Support Lions' Club Glasses Project

The Lions' Club is sponsoring an eyeglasses project. There is a basket in the MeAA lobby for collection of glasses that people no longer want or are using.

d. Suicide Prevention Policy JLIF

The Board conducted a first reading of Policy File: JLIF, Suicide Prevention, Intervention and Post-Intervention. A second reading will be conducted at the May 5, 2022, Board meeting.

e. Suicide Intervention Protocol JLIF-R

The Board conducted a first reading of Policy File: JLIF-R, Suicide Intervention Protocols. A second reading will be conducted at the May 5, 2022, Board meeting.

President Gilbert and Ms. King reported on a recent meeting of the National Association of Charter School Authorizers (NACSA). There were suggestions for goals from some of the Commissioners. Some of the goals include carrying out the vision set by the Commission, building a robot ecosystem, and all students understanding the world around them. Once MeAA renews the five-year contract, it needs to immediately start again working on the next renewal. The Commission visits each campus not to evaluate but to be enlightened. MeAA needs to show the Commission accomplishments and invite them often. The Board is responsible for the success of the School. Revocation is done on lack of student safety and

lack of student education. If MeAA provides a safe environment and is educating well, renewal may be expected. It was noted that two people from national expressed a true understanding and acknowledgement of the uniqueness of the Maine situation, noting several examples. Director Allen noted revocation could be done on lack of finances.

9. Announcements & Upcoming Events/Meetings

a. Governance Committee Meeting – Thursday, April 21, 2022, 4:00 p.m.

<https://networkmaine.zoom.us/j/83622141642?pwd=S0NwalN4Q1I2K0FiMGdMcXdWU3pvQT09>

b. Development Committee Meeting – Monday, April 25, 2022, 4:00 p.m.

<https://networkmaine.zoom.us/j/84724239552?pwd=dThZYnRiUXpodVISN2I0R0oxbDBMQT09>

c. Academic Excellence Committee Meeting – Tuesday, April 26, 2022, 4:00 p.m.

<https://networkmaine.zoom.us/j/85720621395?pwd=RVliSFN0YlJVOGNMRjNycG9zaklndz09>

d. Finance Committee Meeting - Wednesday, April 27, 2022, 4:00 p.m.

<https://networkmaine.zoom.us/j/88384678668?pwd=Q1FUZmdGd1FyZTRmbk91Ujl4ZUQ4QT09>

Other events include the following:

May 11, 2022 – Capstone Presentations

May 13, 2022 – Walking Recital at 10:00 a.m.

May 25, 2022 – Chorus and Band Concert at 6:00 p.m.

June 3, 2022 – Graduation at 5:30 p.m.

All-states

Senior Celebration

Senior Trips

10. Next Board Meeting – May 5, 2022, at 5:00 p.m.

Ms. Desjardins thanked Board members for their support of the Charter School Liaison position and noted her appreciation for their efforts on behalf of this position.

11. Executive Session

a. Executive Session: Title 1, Chapter 13, Sub-chapter 1, Freedom of Access, 405, 6A-1: Individual's Right to Privacy

Motion: Durost/Townsend – The Board enter executive session per Title 1, Chapter 13, Sub-chapter 1, Freedom of Access, 405, 6A-1: Individual's Right to Privacy.

Time: 5:38 p.m. Motion carried unanimously.

The Board exited executive session at 5:50 p.m. No action was taken.

- b. Executive Session: Title 1, Chapter 13, Sub-chapter 1, Freedom of Access, 405, 6A-1: Individual's Right to Privacy

Motion: Townsend/Landry – The Board enter executive session per Title 1, Chapter 13, Sub-chapter 1, Freedom of Access, 405, 6A-1: Individual's Right to Privacy

Time: 5:50 p.m. Motion carried unanimously.

The Board exited executive session at 5:52 p.m. No action was taken.

- c. Executive Session: Title 1, Chapter 13, Sub-chapter 1, Freedom of Access, 405,6C, Discussion of Use of Real Property

Motion: Landry/Townsend – The Board enter executive session per Title 1, Chapter 13, Sub-chapter 1, Freedom of Access, 405,6C, Discussion of Use of Real Property

Time: 5:53 p.m. Motion carried unanimously.

The Board exited executive session at 6:17 p.m.

The Board by consensus form an Ad Hoc Committee to further explore facilities.

- d. Executive Session: Title 1, Chapter 13, Sub-chapter 1, Freedom of Access, 405, 6A-1: Individual's Right to Privacy

Motion: Allen/Durost – The Board enter executive session per Title 1, Chapter 13, Sub-chapter 1, Freedom of Access, 405, 6A-1: Individual's Right to Privacy

Time: 6:18 p.m. Motion carried unanimously.

The Board exited executive session at 6:30 p.m.

Motion: Landry/Townsend – The management of MeAA be restructured to advance Heather King to Head of School with Superintendent duties, Rachel Merrill will be Principal, and to create a half-time position called Student Support Specialist.

Motion carried unanimously.

Motion: Landry/Townsend – The Board approve the contract negotiated with Heather King and approve the salary recommended by the Finance Committee.

Motion carried unanimously.

## 12. Adjournment

Motion: Warner – The meeting be adjourned. Time: 6:35 p.m.

Respectfully submitted,

Monique Gilbert, Recorder

Linda Warner, Secretary