



October 6, 2021, Board of Directors' Meeting Minutes

APPROVED: November 3, 2021

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

Directors Absent: None

Staff: Heather King, Rachel Roberge (Zoom)

Public: Tina Spencer, Special Education Director; Fern M.Y. Desjardins, Chair, Maine State Board of Education, and Charter Commission Liaison

1. Call to Order – Chair Gilbert called the meeting to order at 5:00 p.m. A quorum was declared.

Directors and members of the public introduced themselves.

Chair Gilbert called attention to Item #6 on the agenda, Additions/Adjustments by Chair/Directors, with any additions to be taken up then.

2. Public Comment - none

3. Approval of September 1, 2021, Minutes

Motion: Landry/Rector – The minutes of the September 1, 2021, meeting be approved as written. Motion carried unanimously.

4. Administrative Report

Ms. King reviewed the Shark Tank project on which the students have been working. Students had theater companies and presented projects to sharks, with each having a \$1 million budget to include costumes, production, and music. Each theater company had a mission, such as performing at children's hospitals, breaking boundaries of traditional theater. It was an amazing project, and the students did a great job.

Chair Gilbert asked if the KV Honors Music Festival included any vocal students. Ms. King will follow-up with Mr. Judd, vocal teacher. It is not yet known which students will be participating at the all states competition.

Director Allen thanked Ms. King for including students' artwork in her written report. Ms. Chartier's photography students took the photographs for an assignment while learning about macro photography.

5. Committee Reports

a. Finance Committee

Director Rector provided a report of the September 29, 2021, Finance Committee meeting. He noted there are issues in terms of turnover and assistance for the Business Office. Linda Belanger, Business Manager, was asked by the Charter Commission if she would train someone in another school, a testament to the great work being done at MeAA.

Financially, MeAA is fine with respect to budget activity vs. actual, and things are moving along with the beginning of the school year. There are grants to pay down to obtain cash for outstanding balances. The CSP grant is closed. The drawback will be about \$100,000 to complete.

The Poland Bus Company three-year contract is still not signed. Ms. King will contact other bus companies for comparisons and report back to the Committee.

The ESSERF III grant at \$183,835 was due September 30, 2021. ESSERF III is the third round of COVID money. Furniture was ordered as part of this grant. IDEA is \$54,430, and the extra ARP for FY22 is \$12,624.

The audit was moved to November due to timing.

b. Academic Excellence Committee

Director Durost provided a report of the September 28, 2021, Academic Excellence Committee meeting. The Committee members shared their perspectives on the Committee's purpose and function, trying to determine what the Committee participates in and where it is going in the future. All were great offerings as to what was done before and what the Committee might do going forward.

The RTI process is getting off the ground using the Branching Minds Program. The goal is to have staff using Branching Minds more frequently,

with some staff modeling for the remainder of the staff, and all staff on board and using the Program by December.

The Committee members asked questions about the after-school music lessons.

c. Governance Committee

Director Landry provided a report of the September 20, 2021, Governance Committee meeting. Ms. King provided the Committee with an update regarding COVID issues affecting schools, with the possibility of some remote learning days.

Also discussed were issues with the use of the School's facilities during school hours by Snow Pond Center for the Arts and how those issues would be addressed.

Ms. King updated the Committee regarding a disciplinary issue with a student, which is still pending. She also provided an update regarding personnel changes at the School, with resignations and positions needing to be filled, with options for addressing these changes.

Ms. King also provided the Committee with an update on how to deal with scheduling and canceling meetings based on need. The consensus was that meetings should be canceled with the direction of the Chair and Head of School, if there are no urgent items for the agenda.

d. Fundraising, Development/Marketing Committee

Director Allen provided a report of the September 27, 2021, Fundraising, Development/Marketing Committee meeting. The Committee discussed what occurred in the past and what would be good goals for the Committee, which include keeping enrollment steady, fundraising, and creating a positive image through marketing.

In terms of fundraising, the Maine Carter Commission is preparing a funding project, with both private and public donor opportunities. The project outline will be completed by March.

Regarding a positive image, it was noted how vibrant the MeAA website is. Acadia Chartier has agreed to work on footage and will be creating a promotional video, which may be used to reach out to schools.

Ms. King will be updating staff goals by the next meeting, which include updating the website, completing the wish list and recital footage.

6. Additions/Adjustments by Chair/Directors

Director Durost touched briefly on meetings with Steven Bailey, Executive director of Maine School Management Association (MSMA) and will share interesting news later in the meeting.

7. Old Business

a. Update Bus Contract

Ms. King noted that Poland Bus Company has requested a raise for the next two years, at 2% and 3%. The contract has not yet been signed. She will check in with other bus companies to see what other companies offer to compare before the contract with Poland is signed.

b. Update COVID Rules

MeAA will be offering a COVID vaccine clinic on October 22, which will be offered to students and staff. The clinic is being done simultaneously with the flu shot clinic provided by Maine General. MeAA will have a dance and will require all students to come in with either a vaccine card or negative COVID test, and masks will be required. Director Durost asked if staff will be required to preregister for the COVID vaccine. Ms. King noted that Maine General will drop off paperwork for registrations. It is not known which vaccine MaineGeneral will use for the clinic.

c. Update Policy Review by HR

Ms. King noted that the MeAA Student and Parent Handbook has been completely updated and approved by the School's attorney.

Ms. King noted that the physical restraint policy has been revised. The law has changed, and it redefines restraint so that it is more prohibitive. The updated language for the policy was obtained from DrummondWoodsum.

Director Durost stated that MeAA is attempting to join the Maine School Board Association (MSBA) and stressed disappointment that as a Charter Board member there is no access to professional development and counsel that MSBA provides to all schools across the state. He met with Steve Bailey, Executive Director of MSMA. Part of the constitution and by-laws is that as full members of the MSBA, members of school boards must be elected locally. As such, representing the population of those communities may prevent MeAA from membership. MeAA may be an associate member but not a full member and would not be able to be involved in policy

decision for association at large, with all other benefits. Conversation will take place within MSSA this fall. By next spring/next school year MeAA may have the opportunity to become an Association member. Director Durost noted that the fee for an associate membership in MSBA/MSSA is \$1,300, which would include access to professional development and counsel.

8. New Business

a. Board President's Summit

Chair Gilbert provided an update of the President's Summit held on September 22, 2021. It was noted that there was a representation from all charter schools, as well as four Charter Commission members. There were two areas covered in the Summit: training and recruitment. The Charter Commission will be offering workshops on leadership, finance, etc. to help build expertise, strategic vision and keep the Board up to date on laws. Trainings will be on target on what we need and will be working on.

Regarding recruitment, the Charter Commission will let the public know of availability of charter school boards by media. Charter schools may recruit membership from across the state and across the country to gain expertise on a given area. The Charter Commission is working on a database to use to look for and apply for funding with donors and grant opportunities. More information will be available in March.

9. Announcements & Upcoming Events/Meetings

a. Outdoor Recital Friday, October 15, 2021, at 10:30 a.m.

Ms. King noted that the dance portion of the recital will be inside, with doors open. Performances will be from porches and outside. The recital will be about one hour.

b. COVID Vaccine Clinic/Flu Clinic Friday, October 22, 2021, at 8:30 a.m.

10. Next Board Meeting – November 3, 2021

The first executive session was canceled, as the student has withdrawn.

11. Executive Session

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: 5:47 p.m. Motion carried unanimously.

The Board exited executive session at 6:35 p.m. No action was taken.

12. Adjournment

Motion: Durost/Townsend – The meeting be adjourned. Time: 6:35 p.m.
Motion carried unanimously.

Respectfully submitted.

Monique Gilbert