



February 2, 2022, Board of Directors' Meeting Minutes
APPROVED: 3/2/2022

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

Director Timothy Rector joined the meeting at 5:02 p.m.

Director Absent: Andrew Landry

Staff: Heather King, Head of School; Rachel Merrill, Assistant Head of School; Jill Alves, Business Manager (Zoom); Chris Maloney, Science Teacher (Zoom); Tina Spencer, Special Education Director (Zoom)

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

1. Call to Order – Chair Gilbert called the meeting to order at 5:00 p.m. A quorum was declared.
2. Public Comment – None.
3. Approval of January 5, 2022, Board Meeting Minutes
Motion: Warner/Durost – The minutes of the January 5, 2022, meeting be approved as written. Motion carried unanimously.
 - a. Approval of Minutes from January 24, 2022, Special Board Meeting
Motion: Durost/Warner - The minutes of the January 24, 2022, Special Board Meeting be approved as written. Motion carried unanimously.
4. Administrative Report
Ms. Merrill reviewed activities for the month of January, which included senior capstone presentations from students who graduated a semester early. One student shared a project revolving around her personal website and business she created, while another student focused on how MeAA helped her find her voice and confidence in sharing opinions and viewpoints with others.

Truancy meetings were held to follow-up with students and their families. Most cases involved challenges related to COVID or transportation. All meetings were productive with answers and solutions provided on issues.

New students have registered for the spring semester. Administration and guidance are working together on scheduling and communicating necessary accommodations to teachers and staff members.

The Alternative to Suspension (A2S) Program with the Augusta Boys and Girls Club is a success. The Program highlights problem-solving and critical thinking skills in on-going efforts to promote positive decision making among teens.

The Theater Program and Electronic Music Ensemble presented REQUIEM, an original play that told the story of the band members who performed on the Titanic. The play was written by sophomore Emily Carlton and performed January 25, 26, and 27, 2022, to live audiences. Chair Gilbert noted that the production was fantastic and beautifully done.

5. Committee Reports

a. Finance Committee

Director Rector provided a report of the January 26, 2022, Finance Committee meeting. Jill Alves provided summary sheets in terms of assets, liabilities, cash on hand, and debt ratio. MeAA remains in a good, sound financial position.

Also reviewed was the budget vs. actual for the first six months. MeAA is over budget in some areas and under budget in other areas. There was question about what the percentage of the budget represented. The percentage is representative of the period only, not reflecting a percentage of the total school year. The Committee has requested that it would be more useful to see it as a percentage of the total year budget rather than just for the period of the year that it covers in the report.

The Committee also had a preliminary review of next year's budget. There are concerns with the number of special education students and funding in that area, which may mean job position losses in special education. Another area of concern is the cost of health insurance. It was suggested that all Charter Schools in the state combine their resources and put out to bid the coverage for all personnel at all the schools. Chair Gilbert contacted Jeremy Jones, Executive Director of the Maine Charter School Commission, regarding a cost analysis for a number of

health care providers. She will also contact the other Charter School Board Chairs regarding interest in one vendor for health insurance for all state Charter Schools.

b. Academic Excellence Committee

Director Durost provided a report of the January 25, 2022, Academic Excellence Committee meeting. Discussion included concern that the Charter Commission might be holding charter schools to a different level of expectations than the Maine Department of Education (MDOE) regarding collection of data, including graduation rates. Ms. King reviewed the framework used by the Commission to assess success of schools and demographics of schools. There is perception that much time is spent on paperwork for the Charter Commission and the MDOE rather than on academic leadership roles. It was decided that the Committee would discuss and determine if the full Board wants to pursue some conference of conversation to see if all schools are working under the same ground rules.

Also discussed was a partnership with the driver education program and MeAA being able to provide some funding with gift cards to be able to help students pursue driver education as a way to reward attendance; the student of the week/month program; and understaffing in the main office and study hall coverage.

Director Durost asked Ms. Desjardins about the schedule for the Education and Cultural Affairs Committee, and if there is a process whereby the Charter School Boards and Heads of Schools could be informed ahead of time of agenda items so that they know what the Charter Commission would be discussing that pertain to the schools. Ms. Desjardins noted that there is no definite way of knowing other than checking online and looking at the schedule. Director Durost noted that as he is trying to get more involved and knowledgeable of the work of the Charter Commission, that it would be helpful knowing what the process is, so the Charter Schools are aware of upcoming meetings and know what the Charter Commission is working on/doing on their behalf.

The Board gave its consensus that a conversation be initiated with the MDOE regarding different standards for Charter Schools.

c. Governance Committee

The Governance Committee did not have an available report from the January meeting. Both the January and February Governance Committee meeting minutes will be available at the March Board meeting. The next meeting is scheduled for February 15, 2022.

d. Fundraising, Development/Marketing Committee

Director Allen provided a report of the January 24, 2022, Development Committee meeting. It was noted that the bylaws were reviewed, and the official name of the

Committee is the Development Committee, which is how it will be referred to moving forward.

There was much discussion about the possibility of having Con Fullam do a fall fund raising concert. Also discussed was how teachers need to be empowered with the idea of having staff focus on ways to fund raise. There was discussion on devoting a staff meeting to avenues for donations, including, Donorschoose and Amazon Smile and building the wish list to include different ways to do fund raisers with teachers being in charge.

6. Additions/Adjustments by Chair/Directors

Chair Gilbert added buying newspaper to the agenda.

7. Old Business

a. GBO, Maine Family and Medical Leave Act (FMLA) - (Second Reading but Board passed it in the Staff Handbook already)

The Board conducted a second reading on Policy File: GBO, Family Leave Act (FMLA) Policy.

Motion: Rector/Warner Policy File: GBO, Family Leave Act (FMLA), be approved as presented. Motion carried unanimously.

b. JK, Student Discipline Policy

The Board conducted a second reading on Policy File: JK, Student Discipline.

Motion: Townsend/Warner - Policy File: JK, Student Discipline be approved as presented. Motion carried unanimously.

8. New Business

a. January Charter Commission Meeting

Chair Gilbert noted that both she and Ms. King read letters of support continuing the Charter School liaison positions. Ms. Desjardins thanked them for their kind words in their letters of support for liaisons and for supporting the overall aspect of the liaisons. She enjoys being the liaison, and it helps understand and know what they can do to better support Charter Schools.

All Charter School Presidents and Heads of School were given the opportunity to evaluate Jeremy Jones, Executive Director of the Maine Charter School

Commission. The Charter Commission may have some schools do presentations at monthly meetings to celebrate the schools.

It was suggested that all Charter Schools participate in the Maine State Retirement System (Maine Public Employees' Retirement System – MainePERS). The rationale is that it would help draw more experienced, veteran teachers. Director Rector asked if the ed tech status with MainePERS is due to not all teachers being certified. Director Durost noted that there is the teacher education plan and the participating local district (PLD) plan. Ms. Alves noted that the Community Regional Charter School in Cornville is a PLD. Ms. King will research whether the plan would teacher status vs. PLD.

b. Mid-Year Report

Board Needs

Board Successes

The Board needs continue to develop, which increases the relationship with the Charter Commission in terms of the Commission and the Board understanding each other, which is key to moving forward and serving staff and students. The Board successes in the last year are coming together, including getting things done, reporting out, good relationship, making progress on things important to us, e.g., getting the budget prepared/developed sooner. Chair Gilbert will e-mail Directors regarding the needs/successes of the Board.

c. Theatre Department Play - Requiem

Chair Gilbert noted the play was excellent and encouraged everyone to attend future productions.

d. Modern Classroom – Teachers Involved

Chris Maloney, Science Teacher, reviewed with the Board the Modern Classroom project, and thanked the Board for getting teachers involved. The Modern Classroom is a self-paced, mastery-based instructional model that leverages technology to meet every student's needs. He demonstrated a lesson entitled, "The Lifecycle of a Star." The lessons have embedded questions within the lectures. Teachers meet with students and do in-depth work individually with students, with students being able to work on their own. The lessons work well if done in class, with lecture and quiz at the end. With this model, three lectures can be done in one period, with lecturing and experiments done in class.

Dr. Maloney noted that there is much up-front work in creating lectures and videos. However, lessons may be built with teachers using each other's slides as well. A

cumulative library can be built using the same lectures in the future, with just some tweaking. This model works well with COVID and absentees.

Ms. King thanked the Charter Commission, as it was their pilot program, and she also thanked Dr. Maloney for participating in the pilot, which was quite a success. She noted that Dr. Maloney has picked up an extra math class. She thanked him for the amazing work he is doing.

Chair Gilbert reviewed with the Board the need to purchase the newspaper for MeAA and have one person assigned to read the paper every day and clip articles relevant to our schools, archiving the articles. She gave examples of recent articles, including registration at the School, the Requiem presentation, MeAA table arrangements, the Mid-Maine Chamber of Commerce, and Peter Thiboutot, Superintendent in Winslow. MeAA will purchase a subscription to the *Central Maine Morning Sentinel*, and Ms. King will assign someone to read, clip and archive articles relevant to MeAA.

9. Announcements & Upcoming Events/Meetings

a. Governance Committee Meeting – Monday, February 15, 2022, 3:00 p.m.

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

b. Development Committee Meeting – Monday, February 28, 2022, 4:00 p.m.

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

c. Academic Excellence Committee Meeting - Tuesday, February 15, 2022, 4:00 p.m.

<https://networkmaine.zoom.us/j/85720621395?pwd=RVliSFN0YiJVOGNMRjNycG9zakIndz09>

d. Finance Committee Meeting - Thursday, February 17, 2022, 4:00 p.m.

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

Ms. King noted that there are several upcoming mini recitals, and Ms. Merrill will send the dates to the Board.

10. Next Board Meeting – March 2, 2022

There will be a Facilities Committee meeting at 4:00 p.m. also on March 2, 2022.

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

Motion: Durost/Rector – 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: 6:06 p.m. Motion carried unanimously.

Motion: Durost/Rector – The Board exit executive session. Time: 6:26 p.m. No action was taken.

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

Motion: Durost/Rector – 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: 6:26 p.m. Motion carried unanimously.

Motion: Rector/Allen – The Board exit executive session. Time: 6:26 p.m. No action was taken.

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

Motion: Durost/Rector – 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: 6:29 p.m. Motion carried unanimously.

Motion: Durost/Rector – The Board exit executive session. Time: 6:47 p.m. No action was taken.

14.Adjournment

Motion: Durost – The meeting be adjourned. Time: 6:48 p.m.

Respectfully submitted,
Monique Gilbert