



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

June 8, 2023 - 5:30 PM

### AGENDA

#### Join Zoom Meeting

<https://maineartsacademy-org.zoom.us/j/85666554931?pwd=NE5lWnkyYXNRQnBHSkh3VnR3QkdzQT0>

9 Meeting ID: 856 6655 4931

Passcode: 702268

#### One tap mobile

+19292056099,,85666554931#,,,,\*702268# US (New York)

+13017158592,,85666554931#,,,,\*702268# US (Washington DC)

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

**Directors absent:** None.

**Staff:** Heather King, Jasen Richardson, Rachel Merrill

**Public:** Parents of current and former students

**1. Call to Order / Declaration of a Quorum** Sherry Gilbert declared a quorum and called the meeting to order at 5:30pm.

**2. Approval of Minutes** from May 4, 2023

**Motion** by Tim Rector, seconded by Andy Carlton to approve the Board of Directors meeting minutes from May 4, 2023. Unanimous.

**3. Public Comment:** Parents shared concerns surrounding the former theater teacher's abrupt departure from the school. Parents stated that Infinite Campus grades have not been updated by teachers in a timely manner. Parents shared that they were impressed with the morale among faculty members during the move from the Sidney campus to the Augusta campus. Sherry Gilbert stated she understood the students' sadness regarding losing a well-liked teacher and shared her confidence that the school is interviewing candidates and will find a new teacher to take over the program. Sherry Gilbert also added that grades will be entered into IC promptly moving forward. Drew Landry stated that typically there is no specific confidential information that can be shared publicly with families or students during ongoing personnel issues.

**4. Administrative Report** Sherry Gilbert shared that the report was excellent and requested an All-State update. It was reported that six MeAA students attended and that the students performed very well and had a successful trip.

### **5. Committee Reports**

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

**6. Additions/Adjustments by Chair/Directors** - Tim Rector stated that the finance committee will be meeting on June 28. Andrew Carlton stated that he thought the graduation ceremony held on June 1 was fabulous. Tim Rector shared the impressive progress made by the strings program over this past school year. Sherry Gilbert stated that the Maine Arts Academy sign should be installed in the next few weeks. Drew Landry shared that the new location has been updated in Google Maps. Sherry introduced Cory King as the new Operations Director. Cory will report directly to the Board of Directors. Tim Rector added that there were several candidates interviewed for the position and that Cory was the best candidate.

**7. Old Business** - The Board of Directors will continue meeting on the first Thursday monthly at 5:30pm.

### **8. New Business**

- a. Maine Alliance for Public Charter Schools Update - Shelley Reed stated that the organization has officially obtained status as a Maine organization. Schools that want to participate have been invited in and officers have been elected. Bylaws have been passed and dues have been established. The strategic plan has also been written.

Organized communication and educational components will help inform the public about Maine's charter schools moving forward. Sherry Gilbert shared that Heather King is on the board of directors for the Maine Alliance for Public Charter Schools. Shelley also shared that each school has a representative and the organization will meet quarterly.

b. Performance Framework Finance Training Update - Sherry Gilbert reported that the workshop took place on May 25 with 34 participants. There were 5 people from Maine Arts Academy in attendance: Sherry Gilbert, Drew Landry, Tim Rector, Jill Alves, and Heather King. Areas that were covered include cash-on-hand for 3-6 months. The dashboard should always show that the school can meet its expenses. The school needs to demonstrate how finances support the mission and vision statements. Sherry reminded the board that enrollment drives the budget. Charter schools can never have too much of a fund balance, whereas traditional public schools are required to return funds to the state. Each year, the school should compare cash flow from a specific month in the current year to the corresponding month in the previous year. The finance committee needs to prepare two goals for the performance framework. Heather King stated that we do have a 3 year budget and that the school tracks its cash on hand at all times. The next workshop will be on June 14 and will be a follow up focusing on developing the three year plan.

c. Maine Charter Commission Meeting Update - Sherry Gilbert shared that the commission met on May 9. Sherry and Heather King were in attendance. The chairman of the board is still looking at obtaining benefits for the charter employees. Heather King provided an update on MeAA's day of caring and the school's move. Lana spoke to the accomplishments of all of Maine's charter schools. Amy spoke in support of liaisons. The chairman of the board said there will be further discussions about this.

Heather King shared that representatives from Viles Arboretum had a collaborative meeting with MeAA administrators and science, film, and visual arts teachers. Jasen Richardson added that Viles will be donating a kiln to MeAA.

## 9. Executive Session

**Motion** by Janna Townsend seconded by Drew Landry to enter executive session. Unanimous.

Executive session entered at 6:18pm under *1mrsa40(6)(c)-Discussion of the Acquisition of Real*

*Property*. Exited executive session at 6:35pm.

**Motion** by Tim seconded by Drew Landry to enter executive session under *1mrsa-40(6)(a)-Employment*. Unanimous. Executive session entered at 6:35pm. Exited executive session at 6:58.

**10. Announcements & Upcoming Events / Meetings**

- a. Governance Meeting: TBA, 5:00 pm
- b. Development Committee: July 31, 4:00 pm
- c. Academic Excellence: June 13, 4:00 pm
- d. Finance Committee Meeting: July 26, 2023, 4:00 pm
- e. Adhoc Building Committee: TBA
- f. Maine Alliance for Public Charter Schools

**11. Next Board Meeting:** July 6, 2023 - 5:30 pm

**12. Adjournment**

**Motion** by Drew Landry, seconded by Janna Townsend to adjourn. Meeting adjourned at 6:59.