



"Maine's only free high school for the Arts"

Board of Directors Meeting Minutes

April 7, 2021

APPROVED - May 5, 2021

Directors present: Janna Townsend, Sherry Gilbert, Dick Durost, Drew Landry, Tim Rector, Linda Warner

Directors absent: none

Staff: Heather King, Linda Belanger, Diane Manter, Josh Clark (IT Contractor)

Public: Fern DesJardins, MCSC Liaison, Ron Smith, Victoria and Courtney Lemieux of RHR Smith and Company, Auditors, Shannon Thurston

Call to Order – Janna Townsend at 5:01pm

1. Adjustments to Agenda

- a. a. Draft 5-yr Charter Renewal agreement 4f
- b. b. Audit results 6c
- c. c. Facilities meeting report 4g

2. Public Comment

Shannon Thurston, former faculty, had some questions for the board. After listening briefly, Dick Durost suggested that the discussion was inappropriate and should be in a future executive session.

Sherry Gilbert reported that she listened to 36 testimonies at the legislative hearings today. She gave credit to everyone who spoke: staff, board, parents, students, Charter Commission, etc. Each person added something unique to the discussion about why our charter schools are a positive in our community.

3. Audit Report - moved to the beginning of the meeting so that the auditors don't have to sit through the whole meeting. Formerly 6c.

Audit report was presented by Ron Smith of RHR Smith & Co - Ron Smith, our auditor provided an update on the FY 2019-2020 audit report. Linda B., Heather and staff worked hard with Ron and his staff to write the financial "story". In general, the school is in good shape financially.

4. Approval of Minutes:

- a. March 3, 2021 Minutes
Brief discussion about the honor society policy change to clarify
Motion to accept the minutes as submitted

motion	Dick
second	Tim
yes	5
no	0
abstain	0

5. New Business:

- a. Bills before Dept of Ed & Cultural Affairs: LD 380, LD 430
Janna reported that these bills are both on hold.
- b. Testimony to Joint Dept of Ed and Cult Affairs, 4/7/21: LD 604 c.
Janna reported that today was interesting and people spoke very well and differently regarding the benefit of charter schools. The Charter Commission organized the school portion very well and it felt like a real community. After a work session, we are hoping for a “ought not to pass” from the legislature.
- c. 2021-2022 School Calendar was included in the board packet. Heather has spoken with SPCA regarding the start and end dates. 175 days of school and 5 work days are on the calendar. The board accepted the calendar.

motion	Sherry
second	Dick
yes	5
no	0
abstain	0

- d. Maggie Allen has submitted her final report for the Charter Commission/MCSC. Her position as a consultant is completed and the position is now eliminated. Motion to accept the report as written

motion	Linda
second	Dick
yes	5
no	0

abstain	0
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Maggie is interested in becoming our new board member. Motion to add Maggie as a board member. Several members of the board enthusiastically recommended adding Maggie.

motion	Sherry
second	Dick
yes	5
no	0
abstain	0

- e. School physician - Dick Durost has done some research and the general feeling about a school physician is that it is a “volunteer” position for a community member who feels strongly about the school and an opportunity for our school nurse to consult as needed. Joseph McCue, DO, in private practice in Oakland, has said that he would like to serve MeAA in that capacity as an unpaid resource. The board is happy to have that collaboration available to our school.
- f. Draft 5-yr Charter Renewal agreement: to approve pending attorney’s approval. There are no changes from the renewal that the board reviewed. Our first charter ends in June. The agreement is currently at the attorney’s office and due back May 1. The board will vote on this at the next meeting after the attorney has reviewed it. Sherry found a typo on p. 10, Section 7, 1 - six lines down “that all” is repeated.
- g. Facilities meeting report - Tim reported on the meeting 4/6/21 with John and Christa from SPCA. Most important was that he suggested creating a Strategic Planning Committee to look at long-range plans for MeAA and the relationship with SPCA. Janna added that John wants us to think about
 - The new science/arts building and how we can help with funding
 - SPCA setting up a private school
 - SPCA residential component for students
 Discussions included ideas about the Strategic Planning Committee as an ad hoc or standing committee: Janna, Tim, Sherry, Dick and Heather have volunteered for the committee. Also discussed fundraising and grants for said project. The new committee will take up these items.

6. Old Business: none

7. Review/Approve Financial Reports and Finance Committee Update:

a. Finance Committee Meeting - Tim Rector and Linda Belanger reviewed the Finance Committee meeting (minutes in board packet). A new budget is in process and will be presented for a vote at the May board meeting. Linda set up a reserve fund/savings account in preparation for next year. The school is in good shape financially.

b. Audit Results - moved to the start of the meeting

c. Approval of financial report(s), manager letter

Motion to approve financial reports in the board packet as presented

motion	Tim
second	Dick
yes	5
no	0
abstain	0

Motion to accept the 2019-2020 audit report by RHR Smith and its accompanying documents

motion	Tim
second	Dick
yes	5
no	0
abstain	0

8. Approval of Policies:

a. [GCFA: Employee Social Media Privacy \(amended\)](#) - second reading
Attorneys provided the majority of verbiage

motion	Linda
second	Tim

yes	5
no	0
abstain	0

- b. [IMGA: Service Animals Policy](#) - 1st reading
 Policy fully submitted by attorneys
 Motion to accept first reading

motion	Drew
second	Sherry
yes	5
no	0
abstain	0

- c. Additional language added to the [Conflict of Interest Policy for the Board](#) - first reading
 Discussion about new board members, encouraging parents and students (what board process/school process should be used for accepting students and for what period of time.) Motion to approve first reading.

motion	Dick
second	Tim
yes	5
no	0
abstain	0

9. Committee Reports:

- a. Academic Excellence Committee (minutes in board packet) Sherry reported on the AEC meeting. Of note, 2022 Graduation Requirements need to be voted on.
 Motion to accept the graduation requirements, grandfather current juniors and seniors so they can graduate under the former requirements during their time at MeAA, reduce world languages requirement to one year for future students

motion	Sherry
second	Linda
yes	5
no	0
abstain	0

- b. Governance Committee (minutes in board packet) Drew presented highlights of the meeting.
- c. Fundraising, Development/Marketing Committee (minutes in board packet) Linda presented most recent student numbers for the 2021-2022 school year as provided by Diane.

10. Report from Administration:

- a. Head of School Report (in board packet)

11. Announcements & Upcoming Events / Meetings

Tonight and tomorrow night the Ten Minute Play Festival

5/5/21 Next Board meeting

5/14/21 Recital Outdoors

6/5 Graduation (Drive-through)

There is an art show at Slates in Hallowell

12. Motion to adjourn and enter Executive Session

motion	Sherry
second	Linda
yes	5
no	0
abstain	0

13. 7:08pm Entered Executive Session:

Title 1 Chapter 13 Freedom of Information, 405. Executive Sessions

- a. #6F, Information contained in records when access by the general public to those records is prohibited by statute.
- b. #6A, individual's right to privacy

No action taken
Motion to exit Executive Session

motion	Drew
second	Tim
yes	5
no	0
abstain	0

Exited Executive Session 7:25pm

Respectfully Submitted,
Linda R. Warner, Secretary