

Minutes MEAA Board of Directors

Date: April 1, 2020

Time 5:00 p.m.

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Meeting ID

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Please note that due to the Coronavirus this meeting was conducted with all participants online.

Directors present: Janna Townsend, Carl Steidel, Sherry Gilbert, Andrew Landry, Jeff Desrosiers, Tim Rector, Linda Warner

Directors absent: None

Staff: Heather King, Head of School; Rachel Roberge, Asst. Principal; Diane Manter, Office Manager; Josh Clark, IT; Thom Klepach, Math/Science; Rusty Hopkins, Study Hall; Stacy Lockhart, Food Services

Public: Bob Kautz, Maine Charter School Commission

Call to Order – Carl Steidel 5:06 pm

1) Adjustments to Agenda: None

2) Public Comment:

- Diane Manter commented that she had been posting inspirational posts on the MEAA Facebook page. The most recent post was “Always remember that your present situation is not your final destination. The best is yet to come.” Tim Rector had shared the post on page and one of his friends replied “*My youngest nephew attends Maine Arts Academy. He loves it. I’m impressed with their virtual schooling...they are definitely a leader in this area.*” The Facebook posts are being well received.
- Josh Clark stated that the team that MEAA has in place is remarkable. They were first out of the gate with the transition to online learning.
- Thom Klepach stated MEAA provides an upper level experience. Thom has been working with his Trigonometry & Applied Math and his Physiology and Human Disease classes to make a resource for everyone to learn about the Coronavirus. The classes have been compiling data and watching the growth. They are comparing all aspects of the Coronavirus with other pandemics. The website is meaacovid19.wordpress.com. Thom went on to commend some of the shy students who have become more engaged since starting the remote learning and has been helping any students with their anxiety.

3) Approval of Minutes : March Minutes

MOTION to approve the March minutes was made by Linda Warner. 2nd by Sherry Gilbert.

VOTE 7-0-0

4) Review/Approve Financial Reports and Finance Committee Updates

a) Finance Committee- Heather King stated that she had run the financial reports but felt the Finance Committee should review them prior to the Board voting.

MOTION to table the financial report voting was made by Tim Rector. 2nd by Linda Warner. VOTE 7-0-0. It was noted that the next Finance Committee meeting is scheduled for Wednesday, April 22 at 4 pm

- b) Reports -
- c) Other

5) Approval of policies/ plans: None

6) Committee Reports:

a) Academic Excellence Committee- Sherry Gilbert reported that the Committee met on March 17th. Present at that meeting was Linda Warner, Heather King, Sherry Gilbert, Sonja Fraser, Gantt Fraser, Stacy Lockhart and Janna Townsend (via video conference). Absent from the meeting were John Neal and Heather Neal.

- Gantt Fraser presented a request to graduate 1 year early. Sherry Gilbert stated that Gantt has all his necessary credits, has early acceptance to Embry-Little in AZ. His family is moving to AZ as well, and would rather see him graduate from MEAA rather than withdrawing to graduate from another school. See New Business for Vote.
- Diane Manter will provide the Committee with a Transportation Director job description.
- Job descriptions discussed were: Transportation Director, Food Service Director, Food Service Coordinator, Food Service Worker and Accounting Specialist
- Janna Townsend will blend the two Exit Interview form
- Heather King will invite appropriate staff to discuss topics and will send the Assistant Principal job description

b) Governance Committee - Shannon Thurston gave a presentation regarding 2 roles. Heather King will invite Shannon to return for further discussion

c) Fundraising, Development/Marketing - None

7) Principal's Report: See attached

8) Old Business-

a) 2020-2021 Transportation quotes

- Heather King reported that the total bus cost per year is approximately \$374,000. The Board asked that an "apples to apples" comparison be done with contracted service and purchasing our own vehicles. Heather and Diane will work on this.

b) Update on Graduation plans

- Heather King announced that Linda Warner's daughter, Kate Rockwell, will be the guest speaker at graduation. At this time we are moving forward with a June 7th Graduation date. Heather has reached out to SPCA in case this date needs to be changed.

c) Narcan

- Rachel Roberge reported that 12 states provide Narcan to school and that Portland High School has had it since the 2017-2018 school year. Staff volunteers would need to be trained on administering Narcan.

MOTION to move forward with having Narcan available on campus and having staff trained was made by Linda Warner. 2nd by Andrew Landry. VOTE 7-0-0

d) Charter Renewal

- Wendy Betts has agreed to manage our grant at an hourly rate (with a cap) and also has experience with charter renewals

9) New Business-

- a) Exception to graduation policy for a student

MOTION to make an exception to the graduation policy, in this case because Gantt Fraser has all his credits and has early acceptance to a post secondary school was made by Sherry Gilbert. 2nd by Carl Steidel. Discussion - Tim Rector suggested that if an exception is requested in the future, the student be required to have an acceptance to a post secondary school. VOTE 7-0-0

- b) Board March Webinar: 3-Legged Stool: comments/questions/suggestions

- Sherry Gilbert stated that the webinar was excellent. She appreciated it and looks forward to the meeting. Janna Townsend said it was full of timely information. Jeff Desrosiers liked the flow charts with different topics.

- c) James Gemmell (new board member interested candidate)

- Due to a conflict James was not able to join the meeting. James has a background in social media and advertising.

- d) Enter Executive Session for discussion and to protect an employee's right to privacy per M.R.S.A. §405(6)(A)(1).

MOTION to enter into Executive Session for the above mentioned discussion was made by Sherry Gilbert at 6:12 pm. 2nd by Jeff Desrosiers. VOTE 7-0-0

10) Announcements & Upcoming Events / Meetings

12) Next Board Meeting - May 6, 2020 5:00 pm

13) Adjourn- The Board came out of Executive Session at 7:14 pm.

MOTION to adjourn was made by Jeff Desrosiers. 2nd by Tim Rector. VOTE 7-0-0