



Maine Academy of Natural Sciences

Minutes (Approved 02/28/2020)

**MeANS Board of Directors Meeting on Friday, 1/17/20 from 2:30 pm to 5:00 pm
at MeANS in Student Support Center (Room 101)**

Conference call line for use if not attending in person: 605-313-5111 access code 214632#

Board Members Present: Cheryl Bulmer, Stephanie Johnson, Troy Frost, Scott Byrd, Cheryl Mercier, David Cyr, Tom Edwards, Kim Patnode, Sally Beaulieu, Dana Doran

Staff Members Present: Matthew Newberg, Donna Ferenc McGorty(Good-Will Hinckley)

Guest: Jesse Wechsler

Board Chair called the meeting to order (Cheryl Bulmer)

Student/Staff presentation

No presentation. There is an all staff meeting today.

Additions/Adjustment to the Agenda

Guest was introduced as a potential board member from Kleinsmidt

Add other at the end of the agenda

Public Comment on agenda items

None at this time

Consent Agenda: (*Action requested* by **Approval of Consent Agenda**) **Moved by Tom Edwards second Stephanie Johnson.**

- a. Approval of Board Meeting Minutes from 11/15/19
- b. Finance Committee (no minutes) *Working on the budget*
- c. Human Resources Committee Academic Program Committee *Omit unable to attend at the last minute. Tom will adjust*

Tom shared that we visited the school. He feels it would be okay for anyone to visit just call ahead. Tom suggested spending 2-3 hours at the school. Tom will be gone for a few months. A meeting will be scheduled, and Cheryl Bulmer will join.
- d. Development and Fundraising Committee
- e. MeANS Report from the Head of School
- f. Information sharing
- a. Updates from Head of School
 - i. Mr. Newburgh reported out.
- b. Update on barn engineering work (Matt)

- i. Met with Al Hodgdon and they have received initial plans. It is a diversion from the previous more significant barn. More of a pavilion to be built in phases. It will provide more sheltered outdoor learning. It would allow for woodworking and other projects. There is \$90,000 set aside for this project. Mr. Hodgdon said he could do the bidding and keep it in budget. He has a few more things before putting it out to bidders in May. It could be ready in the fall. It would be the capital committee joint with GWH that will review this plan and be sure it meets all the requirements for a building on GWH property. Permitting in process. Mr. Doran asked if the design is similar to the other buildings on campus. Matt will share the design plans with the board. The firm is engineering versus architectural. Who managed the sugar shack? It could be handled the same way as the sugar shack. There was an offer to fundraise if needed for the insides of the pavilion.

c. Board emails pathforward (Matt)

Go directly to gmail with your email and password. This would be for continuity. This would allow the group to have documents in google docs. helpdesk@gwh.org to help get on email. It would be helpful for document exchange. It keeps documents within the school email. This would be helpful to archive documents. Committee documents and policies would be located there. Allot time to establish emails.

d. Panoramic survey summary (Matt)

- i. Matt shared the results of the panorama survey which is given by the Charter Commission. The results are shared with only the Head of Schools. From the survey, the school is asked to select three goals and work on them. Survey is divided into 4 categories. The results are broken down by survey question and there is information on more than one year. Where is your biggest area of growth and greatest area of strength? Matt has selected 4 goals to address areas. Goal areas include: Increasing school safety, community wide education and enforcement of school policies, teachers will respond favorably to school leadership to feedback and coaching, and parents will respond favorably to school engagement.
- ii. *Mr. Doran asked where do the students take ownership of the goal? This could build leadership and character of students. Mr. Edwards asked about students being included on community circles? The survey is given electronically in June. This happens annually. Is the survey given to all students MeANS and Threshold? Would the questions be relevant to Threshold students?

On the school leadership, is there anything to have the staff take responsibility for their learning? Invite staff to use peer to peer consulting. This group was suggested for information on peer consulting. <https://www.greatschoolspartnership.org/>

Why might families be disengaged? It might be the distance for families. It may not have been encouraged.

- iii.

- e. Board matrix/recruiting (Scott B) What are the needs? Potential board members could come to a meeting. The development committee will suggest a recruiting process to the board. Another name was brought forward as a potential member of the board.
- f. Budget progress and timeline (Dave) Mr. Cyr updated the board on the preliminary budget. There is a short fall as expected. The change of bussing could help but may have risks. This does not include anything from GWH. The intent is to be less reliant on GWH. There may be a significant change in transportation. It may make sense to take transportation to back on. This would be supported by DOE. They will continue to gather information. If vans need to be purchased a February meeting would be needed. Enrollment is flatlined at this time. There may be a 3% growth in funding from the state. The public charter school cannot go to the community for help like public schools. There are grants that are going away that fund positions.

Update on goal progress

- g. Website Redesign (Matt)It is going very well. The website will share what programming looks like. GWH has allowed MeANS to use the web development account. A new mascot that the students are selecting. They will re-logo and determine colors, design website, upload information, and then a \$75 monthly fee to maintain the site. The focus of the logo is a tree with agriculture, forestry and environment.
- h. Head of School Evaluation Framework (Stephanie)There is an evaluation tool for the head of schools that is reflective of the teacher evaluation. Matt reviewed the teacher performance evaluation which is based on Marzano's model.
- i. Policies
 - i. Personnel (Stephanie) HR committee met last week. Stacy is the director of HR. Stacy will identify any areas that need to be addressed in policies. Then it will go to the policy committee and be brought to the board in June. Dates have been set for the remainder of the year. HR committee would bring policies to the board for review and vote.
 - ii. School (Matt and Sally) **Teacher Certification Policy was brought forth. There was a question regarding first and second readings of policies. If only one reading is needed then the amended policy was moved by David Cyr and seconded by Scott. The vote for the amended policy was unanimously voted in.(Matt has a copy of the language recommended)**
 - iii.
- j. Review of By-laws (Cheryl B.) The team met and put it in a word document. The lawyers would need to take a look at this prior to changing by-laws. The law office could not represent MeANS as they already represent Goodwill Hinckley unless both MeANS and GWH agree to joint representation and sign a document stating that. The document has been signed and they will continue this work
- k. School Performance Framework (Matt)- completed – will use the Marzano model
- l. Board evaluation (Cheryl B.) Is there one recommended by the Charter Commission. They are waiting to hear back from the committee before determining which one would be used.
- m. Salary Matrix (Stephanie) There has been a guide in the past. The matrix would include years of experience. This would be updated annually. In the past, they have compared local salaries and

not had one of their own. Stacy will share what she has with the HR committee. HR works with finance committee. They are meeting the minimum requirements. Benefits are being reviewed.

- n. Strategic Planning (Scott B. and Cheryl B.)The notes were shared with the board as well as the historical perspective. The Joint Council is supposed to meet quarterly and lead the strategic planning process. There was not enough consistency of MeANS board representation. The Joint Council has not met yet. Stephanie is working with Bob Dodge the Vice Chair of the GWH board to set up a meeting in February. In the meantime Mr. Moody has asked the Unity foundation to extend the timeline. Scott B. will help with the strategic planning process. The GWH board has agreed to put the strategic planning process on hold and wait for the Joint Council to meet and put a pathforward together. **There was a motion by Stephanie Johnson seconded by David Cyr to put Strategic Planning on hold.** We would need input from the staff.

8. Prep for next meeting; It will be February 28th 3:30-5

9. Adjourn Motion by Troy Frost seconded by Kim Patnode.



MeANS BOARD MEETING SCHEDULE FY 19-20

(Note: Executive Committee and Subcommittees may meet between these dates, but these committees do not have the full authority of the Board and would make recommendations for vote to the full Board.)

September 20, 2019: Friday 1:30 -4:00 pm

October 25, 2019: Friday 2:30-5:00 pm (Q4 Financial and 18-19 Audit)

November 15, 2019: Friday 2:30 pm – 5:00pm (Q1 Financials 19-20 and Special Ed training)

December (No meeting)

January 17, 2020: Friday 2:30-5:00 pm (Goal progress review)

February February 28, 2020; Friday 3:30 - 5:00 pm

March 20, 2020: Friday 2:30-5:00 pm (Q2 Financials 19-20 and Budget for 20-21)

April (No meeting)

May 22, 2020: Friday 2:30-5:00 pm (Q3 Financials 19-20)

June 19, 2020: Friday 2:30-5:00 pm (Annual Meeting with Election of Officers)

July and August (No meetings)

July 17, 2020: EVENT - Threshold Banquet & Graduation - Friday at 5:00 pm at Prescott

July 30, 2020: EVENT - Senior Banquet - Thursday at 5:00 pm at Prescott

July 31, 2020: EVENT - Graduation - Friday at 6:00 pm at Moody Chapel

TBD Week of August 12-16 - Me Charter Commission meeting with MeANS BOARD