



Maine Academy of Natural Sciences

MeANS Board of Directors Meeting Minutes

Thursday, 1/14/2021 from 4:00 pm to 6:30 pm

Maine Academy of Natural Sciences School Building / ZOOM meeting combined

13 Easler Drive, Hinckley, Maine

BMR

Board members present: Cheryl Bulmer, Sally Beaulieu, Scott Byrd (Zoom), Cheryl Mercier (Zoom), Dana Doran (Zoom), Troy Frost (Zoom), Shannon Webber (Zoom), Tom Edwards (Zoom), Kim Patnode (Zoom)

Staff members present: Matt Newberg, Danni Best, Kasey Carrier, Angela Hesketh (Good Will-Hinkley)

Other: Jeremy Jones (Maine Charter Commission (Zoom))
Gina Post (Maine Charter Commission) (Zoom)
Nicki Farnham (Maine Charter Commission) (Zoom)

Board members not present: Jesse Wechsler, Robin Cyr, Scott Cyrway

Cheryl Bulmer called the meeting to order at 4:02 p.m.

Additions/Adjustment to the Agenda:

Discussion: Development Committee Meeting with Good Will-Hinckley Development: Scott Byrd
Finance Update: Angela Hesketh

Public Comment:

Introduction of Jeremy Jones, newly appointed Executive Director of the Maine Charter Commission.

Staff Presentation:

Kassie Carrier and Danni Best

Kassie and Danni presented the MeANS backpack

- Ordered this fall
- 1 for each student
- Teachers all had input as to what to put into the backpack
- 10-12 staff members delivered the backpacks the week before Christmas
- It was a great team effort
- There were up to 35 items in each back pack
 - I.e.: MeANS water bottle, student assignment book, screen wipes, hand sanitizer, pens & pencils, graph paper, note books, colored pencils, hand warmers, rulers, lip balm to just name a few.

Danni remarked that seeing the parents and how appreciative they were made the experience wonderful. They commented on how thankful they were that their children were thought of during this difficult time.

Consent Agenda:

Consent Agenda included the following items:

- a. Approval of Board Meeting Minutes from 11/12/2020
- b. HR Committee Meeting Minutes from 10/19/2020 and 11/30/2020
- c. Finance Committee Meeting Minutes from 11/9/2020
- d. Head of School Report (not including the Professional Development Plan)

There was a motion by Tom Edwards to approve the consent agenda as presented, seconded by Cheryl Mercier.

Because of the combined zoom/in person meeting, Cheryl Bulmer requested a roll call vote:

Shannon Webber: Aye	Cheryl Mercier: Aye
Scott Byrd: Aye	Troy Frost: Aye
Sally Beaulieu: Aye	Cheryl Bulmer: Aye
Tom Edwards: Aye	Dana Doran: Aye

Unanimous approval; motion carried.

Election/Appointment:

Mike Muir: Good Will-Hinckley Appointed

- 6 out of the 13 members of the MeANS Board of Directors are appointed by the Good Will-Hinckley Board of Directors
- Mike makes the 6th GWH appointee
- He previously held the position of MeANS Board Chair
- Stepped down when he applied for the Head of School position
- Mike was a strong, active member and we are very pleased to have him back on the MeANS Board

Information Sharing:

Updates from Head of School

- Completion of CRF (Corona Relief Funds) projects
 - Pavilion and Yurt have both been completed
 - All invoices for those projects have been submitted
 - View Boards have been purchased and delivered

- o A complete list of items will be presented at a later meeting
- o Matt and Angela worked very hard to meet the December 30 deadline only to find that the deadline had been extended to June.
- o 3rd phase similar to CRF (ESSER) is on the horizon
 - Focus of this one will be remediation and catching students up
- Currently in the Midst of NWEA Testing
 - o MeANS students do still seem to have resistance to standardized tests
 - o There was a 76% participation rate in the fall
 - o Normal state wide participation goal is 90%
 - o MeANS goal is to reach a percentage closer to that state goal
 - o Christine Sullivan, Special Education Director, is working very hard to organize the NWEA testing process
 - o The percentage does get better with each testing window
 - o We are excited to be able to offer 3 testing windows this school year
 - o After our winter testing window, we will have the most relevant test data that will give us the best metrics of improvement in Math and Reading Instruction

Troy Frost noted that it had been announced that NWEA testing was not required during this school year as announced by the state.

Matt responded that it was a specific request from the Charter Commission that 3 test windows be completed.

- PDCA (Plan Do Check Act)
 - o Implementing our PEPG by July
 - o We did not implement last year
 - o Returning to the process this year
 - o Teachers and staff want more feedback

By All MeANS

- Launched in mid-November
- There has been a steady stream of donations coming in
- As of today, we have raised \$3,227.50
- Matt showed the breakdown of donation
 - o 38% of the MeANS faculty and staff have donated
 - o 62% of the Board of Directors have donated
 - o Other donations have come from Families, Organizations/GWH, and Unaffiliated donors

Scott Byrd noted that this was a huge undertaking, and he called for 100% participation from the Board of Directors.

Development Update: Scott Byrd

- Liaison with GWH Development Committee
- MeANS/GWH Development teams would like to do a joint event in the Spring
- Focus would be on school, feature the natural beauty of campus
- Could be perfect 'Open House' for visitors to see highlights of campus and we could leverage that into enrollment opportunities.
- Joint Council of Strategic Planning Committee did note the commonalities in Fundraising
 - GWH Gala in the Fall
 - By All MeANS Capital Campaign in November
 - GWH Annual Appeal out in December
 - A lot of fundraising in the fall, perhaps work together to schedule them more throughout the entire year

Academic Affairs school visit update (Sally)

- Initially asked for permission to skip the observations, but it was decided to attempt them virtually. Security is so good that Board Members could not join virtually to observe.

Annual Monitoring Report from the Charter Commission

- Approved by the Charter Commission on Dec 8, 2020
- A lot of good comments
- Report will be presented to the Finance Committee
- Current challenge is attendance, we did not meet either of the two target areas
- Still currently seeing a significant number of absenteeism
- It was an issue when Matt started at MeANS
- We will regroup and discuss options

Tom Edwards stated that there is a general disruption throughout society due to the pandemic and that could be affecting the current attendance. Matt responded that it was partly true, but not completely the cause for the students lack of attendance.

Gina Post stated that it is a tough year to be doing a report, attendance is a struggle everywhere at this time, but it has been an ongoing issue at MeANS.

CRF Funding Update (Angela)

- Onsite projects pushed for completion by December deadline
- Total spent so far is around \$400,000
- Just under \$160,000 has been reimbursed to us
- Bank account changes
 - Effort to make sure all accounts are insured

- o Instated a repurchase agreement onto our checking account so that all funds will be backed should anything happen to the institution
- o Recent anonymous donation to MeANS from a bequeath of \$600K. The donor was a person who followed Emanuel's work and wanted to support the Threshold program he developed. We need to determine which institution to put the funds in, what area to designate that they be spent on, and most of all make sure wherever we put the funds, they are secure.

Troy Frost mentioned that he ran into Chip Bessey, area Christmas Tree farmer who used to hire MeANS students. He's getting out of the business, and Troy thought it would be great to have him come on campus and talk to the students about tree farming and give them direction to perhaps start a small student-run tree farm on campus.

Update on goals:

- Financial Statement Training for the Board of Directors
 - o Angela needs a little more direction on what exactly the Board would like her to touch on; how deep do you want her to go
 - o Cheryl Bulmer asked for board member volunteers to give Angela input; Sally Beaulieu and Scott Byrd came forward to be part of a committee
- Tracking Threshold spending separately
 - o Angela working on a system that can pull expenses that are 100% Threshold
 - o Anything that is currently Threshold/MeANS will not be worried about right now
- Non-Financial/Non-HR Policies
 - o Matt and Sally worked on these until they came to a standstill
 - o Cheryl went through them, also
 - o They will meet again in February
 - o Next step is to present them to our Lawyer for them to review
- Development Tracking
 - o Development Committee have not met yet in 2021
 - o There are some Grants that should be applied for, Scott Byrd will meet with Matt to discuss
- Head of School Evaluation Process
 - o Surveys have been turned in
 - o Self-Evaluation done
 - o Professional Development Plan established
 - o Next step is to finish up and establish a yearly timeline for the process
- Salary Matrix
 - o Nothing completed yet (*Troy Frost stated that quite a substantial amount of time had been dedicated on the Earned Paid Leave policy at the last HR committee meeting so the salary matrix will be next on the agenda.*)

- Joint Council
 - Nothing to report

Other:

Tom Edwards asked how the Threshold Program is doing? Matt stated that things are moving along okay. We did not hit our goal of 80 students, currently we are at just below 70.

- We did have 3 graduate in December
- Numbers are up enough that it allowed us to hire the 7th teacher.
- Currently Threshold is entirely remote; during the fall teachers met with students outside, but now that cold weather has set in, teachers are not comfortable going into the homes
- A lot of collaboration between teachers
- Emanuel still involved remotely

Tom Edwards: each child graduated is a terrific achievement

Board Meeting Dates and Times

- Are Thursday's at 4:00 p.m. better for board members than Fridays at 2:30?
- For a while, Kim will be about an hour late to the 4:00 p.m. meeting due to patients already scheduled at that time. She is okay with missing that first hour
- Scott would like to avoid Fridays if at all possible, Thursdays are better, perhaps later
- Troy likes 4:30 on Thursdays
- Upcoming meeting schedule
 - 3/18/2021 / 4:30 – 6:30 (Budget Presentation, may go longer)
 - 5/20/2021 / 4:30 – 6:30
 - 6/17/2021 / 4:30 – 6:30

Prep for Next Meeting:

- No meeting in February
- Committees meet and continue working on goal items

Cheryl thanked the Charter Commission members for attending the meeting.

Tom Edwards motioned for the meeting to adjourn. Troy Frost seconded.

Because of the combined zoom/in person meeting, Cheryl Bulmer requested a roll call vote:

Shannon Webber: Aye
 Scott Byrd: Aye
 Sally Beaulieu: Aye

Cheryl Mercier: Aye
 Troy Frost: Aye
 Cheryl Bulmer: Aye

Tom Edwards: Aye
Kim Patnode: Aye

Dana Doran: Aye

Unanimous approval; motion carried.

Meeting adjourned at 5:17 p.m.