**MeANS Board of Directors Meeting Minutes**

**Thursday, 5/20/2021 from 4:30 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),
Tom Edwards (Zoom), Mike Muir, Kim Patnode (Zoom), Shannon Webber (Zoom),

Jesse Wechsler (Zoom)

Staff members present: Matt Newberg, Danni Best, Becky Dennison, Christine Sullivan
Angela Hesketh (Good Will-Hinckley)

Other: Whitney King (GWH Appointee to the MeANS Board of Directors)

Board members not present: Dana Doran, Cheryl Mercier, Troy Frost, Robin Cyr, Scott Cyrway

**Call to order: 4:32**

**Whitney King**, GWH appointee candidate to the MeANS Board of Directors was introduced. He is a Chemistry Professor at Colby College, has been at Colby for 32 years. His background is in Chemistry, his PhD is in Chemical Oceanography. He belongs to a research group that designs and builds instruments used by researchers all over the world to discover how ocean and lake systems work. Whitney was part of the East Pond Alum addition to restore the ecosystem of East Pond. He currently serves on the 7 Lakes Alliance Board, also.

**Additions/Adjustment to the Agenda:**

* Action item / c: Vote on MeANS 2021-2022 School Calendar
* Info. Sharing / c: discussion of renewal timeline

 d: discussion about doing another MeANS Board of Directors self-review

* HR Committee Meeting minutes for 5/6/2021 removed from the Consent Agenda

**Public Comment:**

None currently

**Consent Agenda:**

Consent Agenda included the following items:

* 1. Approval of Board Meeting Minutes from 3/18/2021
	2. HR Committee Meeting Minutes from 4/8/2021
	3. Finance Committee Meeting Minutes from 4/1/2020, 4/15/2021, 5/10/2021
	4. Head of School report

**There was a motion by Mike Muir to approve the consent agenda as presented, seconded by Kim Patnode.**

Roll Call Vote:

Sally Beaulieu: Aye Kim Patnode: Aye

Scott Byrd: Aye Shannon Webber: Aye

Cheryl Bulmer: Aye Jesse Wechsler: Aye

Mike Muir: Aye

**Unanimous approval; motion carried.**

**3rd Quarter Financials:**

* Ending 3rd quarter -47k before Grants
* End of 2nd quarter we were at -202k
* we recovered the deficit number 150k
* saved on food service 3rd and 4th quarter
* transportation costs are down
* includes depreciation on some buses
* originally the full budget year showed a possible 58k deficit, new numbers continue to lean towards a 100k surplus

**Action Items**

* **Approval of revised policies (2nd reading)**
	+ Most of the changes are in the language, making it consistent with MeANS current hierarchy
	+ Policy AC: Affirmative Action: belongs to HR
	+ Policy BEA: urged to use school-based email
	+ Added required policies:
		- DJH: Purchasing and contracting
		- GA: Teacher Certification approved in January
		- IKE: Promotion, Retention & Discharge of Students
		- JJIF: Management of Concussions and Other Head Injuries
	+ Removed some policies:
		- GCQC: Resignation of School Employees
		- GDQD: Discipline and Discharge of School Employees
	+ Policy JLCB removed option C. under the non-immunized reasons to still attend school as the law no longer allows this

**There was a motion by Sally Beaulieu to approve the Revised Policies as presented, seconded by Mike Muir.**

Roll call vote:

Sally Beaulieu: Aye Mike Muir: Aye

Scott Byrd: Aye Kim Patnode: Aye

Cheryl Bulmer: Aye Shannon Webber: Aye

Tom Edwards: Aye Jesse Wechsler: Aye

**Unanimous approval; motion carried.**

Sally Beaulieu will finalize and submit.

* **2021/2022 Budget Review and Approval**
	+ Last year to this year / our MOA with GWH has gone down to 130k, a good savings for us, lots of tasks taken on here at MeANS
	+ Transportation in now in-house: 90k savings there
	+ No longer receiving a grant from GWH (our goal was to be out from under that grant). We see it as a plus, MeANS is standing on their own
	+ Reduction in work force: last year we eliminated 3 positions, this year we have 2 leaving to other employment opportunities. We are not replacing them currently due to the enrollment numbers
	+ It is important to look at the 5-year forecast, things will look brighter in 5 years
	+ Right now, EPS funding is our biggest income
	+ We need to budget for realistic enrollment numbers
	+ It is going to take a couple years to see us level out
	+ Tuition is always paid next year for current year’s enrollment, so if numbers decrease this year, it hits us next year
	+ Based on current subsidy rate, we receive about 12k on average annually per student
	+ This is a lean budget, not a lot of fluff
	+ There was some discussion around ideas for recruitment / increase future enrollment

**There was a motion by Jesse Wechsler to approve the 2021/2022 budget, seconded by Mike Muir.**

Roll Call Vote:

Sally Beaulieu: Aye Mike Muir: Aye

Scott Byrd: Aye Kim Patnode: Aye

Cheryl Bulmer: Aye Shannon Webber: Aye

Tom Edwards: Aye Jesse Wechsler: Aye

**Unanimous approval; motion carried.**

* **Approval of 2021/2022 School Calendar**
	+ Moving from quarters to trimesters
	+ Not an issue because the courses are year long
	+ Project blocks will be longer

**There was a motion by Kim Patnode to approve the 2021/2022 School Calendar, seconded by Jesse Wechsler.**

Roll Call Vote:

Sally Beaulieu: Aye Mike Muir: Aye

Scott Byrd: Aye Kim Patnode: Aye

Cheryl Bulmer: Aye Shannon Webber: Aye

Tom Edwards: Aye Jesse Wechsler: Aye

**Unanimous approval; motion carried.**

**1st Reading of HR Policies with revisions (discussion only - no vote)**

* Changes largely around language and punctuation
* GDCD removed from the general policies / it changes the HR policy making the Head of School the final decision maker in hiring
* Revisit 100.5: look at this more to include reconsideration pieces that were originally in GDQD. They may already be in policy 100.16
* Kim will look at that again
* Send any questions to Kim P. before June 3rd

**Information Sharing:**

* Updates from Head of School
	+ Graduation
		- Threshold / July 23, 2021
		- MeANS Community students / July 30, 2021
	+ MeANS has returned to grade 9-12 on-site instruction
		- It was very moving to see kids returning to campus
		- This is their happy place
		- Amazing to watch students who used to drag in most mornings previously show up happy to be here and to be greeted by staff.
	+ NEA testing is now NWEA, which we already utilize.
		- Testing is June 1 and 2, June 3rd Science Assessments
	+ Office Manager, Nadya Plante, is leaving us
		- There have been 4 interviews and 2 call backs
	+ There will be a blood drive here in the BMR on July 20th
	+ Highlights of graduates and their future endeavors:
		- Ferrier School in Oklahoma
		- Lineman Program in South Carolina
		- KVCC
		- UMF
		- USM
	+ Have been discussing the idea of an open house
		- Matt approached Dave Mallet to see if he would allow us to use his “Garden Song” as MeANS official school song.
		- Looking at June 27th, would like to have food trucks
		- Dave Mallet may join us and perform his song
		- Area middle-schoolers and their families will be invites
* Development Committee discussion on upcoming events
	+ Spring Open House for GWH Campus featuring all programs/Spring of 22
	+ GALA preparation has begun for Fall of 2021
* Charter School Commission Renewal Timeline for MeANS
	+ 2 different dates that the commission would like to meet with the Board
	+ May 24th, Mike, Cheryl and Scott B. will attend via zoom
	+ September 8th: they would like as many board members as possible to attend. Cheryl will get the specific time and let the board know.
	+ There is a 20-page document that needs to be filled out by the board for the renewal process
	+ As of the time of this BOD meeting, there was no agenda for the May 24th meeting with the commission.
* Board Self-Evaluation
	+ Last year was the first year that we participated in a self-evaluation
	+ Charter commission asks that we go into site to update our results
	+ Perhaps we could send out the results of last year’s self-evaluation, continue working on them, and possibly participate in another self-evaluation next year
	+ Scott Byrd will send out the results from the last self-evaluation before the upcoming June meeting
	+ We will plan to have discussion around improvements on the agenda for the June meeting.

**Items for next MeANS board meeting agenda:**

* Renewal timeline
* 2nd reading of HR policies

**The Board went into Executive Session pursuant to 1 MRSA 405(6)(B) for the purpose of discussing a student matter**

The board was called into executive session at 6:21 p.m. and returned to the general meeting at 6:46 p.m.

**Jesse Wechsler motioned for the meeting to adjourn. Mike Muir seconded.**

Roll Call Vote:

Sally Beaulieu: Aye Mike Muir: Aye

Scott Byrd: Aye Kim Patnode: Aye

Cheryl Bulmer: Aye Shannon Webber: Aye

Tom Edwards: Aye Jesse Wechsler: Aye

**Unanimous approval; motion carried.**

 **Meeting adjourned at 6:47 p.m.**

Respectfully Submitted by Ginny Raye.