



**Maine Educational Center for the Deaf and Hard of Hearing
Governor Baxter School for the Deaf**

**School Board Meeting
Falmouth, Maine
August 2, 2018**

Board Present: Jason White (Chairperson), Terry Morrell (Vice Chair) Michelle Ames, Emma Foster, Robin Foster, Samantha Hebert, Amber Oakes, Anna Perna

Board Excused: Roxanne Baker

Administration: Traci Drake, Rebecca Falbo, Karen Hopkins, Owen Logue

I. CALL TO ORDER: Jason White called the meeting to order at 5:41PM.

II. ANNOUNCEMENTS: Resignation of John Shattuck

Dear board members,

It is with conflicting thoughts and emotion that I am offering my resignation from the Board of Directors of the Maine Educational Center for the Deaf and Hard of Hearing. I have accepted certain responsibilities in New York that well suit my experience and interests; however, the work will take me to New York on a regular basis and consume a great deal of my time, requiring me to make this difficult decision to resign. I have very much enjoyed my tenure on the board and the relationships that have grown for me over the past few years. I am grateful to have been a part of the recent transition of leadership and am confident that the center is now in competent and energetic administrative hands as well as a compassionate and prudent board.

I leave you with the warmest of thoughts and best wishes. John.

III. ADJUSTMENTS TO THE AGENDA None.

IV. PUBLIC COMMENTS: None

V. APPROVAL OF MINUTES – June 7, 2018

Approval of June 7, 2018 minutes: Robin Foster motioned, Samantha Hebert seconded.

4 in favor. 0 opposed. 2 Abstained Terry Morrell, Michelle Ames.

VI. BUDGET UPDATE

Traci explained we are one month into FY 19 (July 1, 2018 – June 30, 2019) but haven't run the numbers yet. We are preparing for the auditor. The final audit report has to be approved by the board then sent to the State of Maine by October 15th. At the moment there are potential financial concerns for FY 18 (July 1, 2017 – June 30, 2018), however a lot of things could still impact those numbers. The two biggest expenses, payroll and interpreting, those numbers have not been run. Traci will be able to provide the board with a better profile at our October 4th meeting.

VII. APPROVAL OF STUDENT/PARENT HANDBOOK FOR FY19

The only change was to increase after school care to \$25. Pre-school enrollment is \$75/week.

Approval of student/parent handbook: Anna Perna motioned. Amber Oakes seconded.

6 in favor. 0 opposed. 0 Abstained.

VIII. COMMITTEE REPORTS AND RECOMMENDATIONS

1. Ad Hoc Legislative Committee, Anna Perna

The Ad Hoc Legislative met in May and are looking for guidance as to what they are allowed/not allowed to do. What can be said when speaking with legislators or marketing/advertising the school. We were thinking 'meet and greet' with those we had a connection with; our neighbors, our teachers.

- All actions need to be approved by the board
- Students as Pages, know the number before talking to the legislature
- Hit Senate and House of Representatives hard, 'this is who we are and what we do',
- Educate the legislature
- Find out who to contact. OJ may have some names and could alert them before you made contact.
- Talk to gubernatorial candidates
- Remember you cannot lobby

2 Strategic Planning Committee

A pro-bono facilitator will work with the Leadership Team in creating a 3-year plan. Deaf education is changing rapidly, so the board is encouraged to devise a 3-year plan with a vision for the future.

IX. EXECUTIVE DIRECTOR'S REPORT

- A storm hit July 10, 2018 at 6PM. Downed trees, phone poles, lost power to alert system (fire alarm etc). GBSD closed for 3 days. Mackworth island closed for 2 days. Summer school made up the lost days by adding 2 Mondays over four weeks.
- The pre-school and PSO staff of 25 are moving into Carter Hall, just waiting for air quality tests to be completed
- One new hire (resume in packet), two potential hires but not yet confirmed.
- Morrison Center, no dorm parent candidates right now. BOD pizza meeting in October with dorm students at the residence.
- We don't have a certified ASL instructor for Portland schools' language departments.
- Amendment to the school calendar. The board originally approved the calendar in March. Unbeknownst to us PHS received a budget cut and moved opening day. They did not let us know so now we have moved opening day to September 4, 2018. That's the change. Pre-school will open on the 6th but that doesn't affect anything. Approval of amendment to school calendar: Robin Foster motioned. Terry Morrell seconded.
6 in favor. 0 opposed.
- Gift and appreciation for Emma Foster, student board member, who will be attending the Rochester Institute of Technology this fall.

X. Board Development (Enrollment and Services)

Grades K-12 enrollment is projected for 25 students this fall. There are 30 students in pre-school. We want Maine schools to know that we are the go-to facility for deaf and hard of hearing students.

6 in favor. 0 opposed.

XI. EXECUTIVE SESSION

7:30PM Briefing of Executive Director Confidential Contract

7:45PM Exited Executive Session

XII. ADJOURNMENT

7:46PM

Adjournment as motioned by Amber Oakes and seconded by Robin Foster.

6 in favor. 0 opposed.

APPROVED