



THE MAINE EDUCATIONAL CENTER FOR THE DEAF AND HARD OF HEARING

THE GOVERNOR BAXTER SCHOOL FOR THE DEAF

One Mackworth Island, Falmouth, ME 04105

Board of Directors Meeting November 5, 2020 Agenda

- 4:55pm Check-in with zoom technology
- 5:00pm I. **Call to Order/Roll Call – Lisette Belanger, Chair**
- 5:02pm II. **Adjustments to the Agenda**
“I motion to approve the agenda [state with or without changes].”
“I second the motion.”
- 5:05pm III **Public Comments**
- 5:10pm IV. **Approval of October 1, 2020 Minutes**
“I motion to approve the minutes of October 1, 2020 [state with or without changes].”
“I second the motion.”
- 5:15pm V. **Financial Audit Review** Tim Gill, CPA, Runyon Kersteen Ouellette
- 5:45pm VII. **Committee Reports**
- Policy
 - Strategic Planning
 - Human Resources & Finance
 - Facilities
 - Board Development
 - Member Recruitment & Retention
 - Legislative Action
 - Bylaws
- 6:00pm VIII. **Policy Readings**
- 1st Reading**
- **ADC Tobacco-free Schools: Use and Possession of Tobacco and Electronic Smoking Devices**
“I move to accept the first reading of the policy *ADC Tobacco-free Schools: Use and Possession of Tobacco and Electronic Smoking Devices* (state with or without changes).”
“I second the motion.”
- 6:15pm IX. **Executive Director’s Report**
- Rebecca Falbo’s resignation as Director of Mainstream and Deaf Education Programming, effective October 1, 2020.
“I motion that the board accepts Rebecca Falbo’s resignation as Director of Mainstream and Deaf Education Programming effective October 1, 2020.”
“I second the motion.”



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- Staff hires:
 - o Kathleen Bucklin moving from part-time Ed Tech III to full-time Ed Tech III
 - o Leslie Gil moving from substitute teacher to part-time Ed Tech III position vacated by Kathleen Bucklin
 - o Alison Munson hired as part-time Ed Tech III
- Staff Nomination: Kaitlyn Millen, Director of Deaf Education Programming effective December 1, 2020 virtually, and onsite January 4, 2021
“I motion to approve the nomination of Kaitlyn Millen for the position of Director of Deaf Education Programming effective December 1, 2020 virtually, and onsite January 4, 2021 [state with or without changes].”
“I second the motion.”
- State requirement to complete Freedom of Information Act (FOA) by next board meeting (December 3, 2020) for these members:
 - Paula Matlins
 - Jennifer Gaulin
 - Anna Perna
 - Amber Oakes
 - Robin Foster
 - Tommy Minch

All others will complete the training following their reappointment to the board.

Training consists of reading/studying the FOA *Frequently Asked Questions* (FAQ) page and links found here: (<https://www.maine.gov/foaa/faq/index.shtml>)
Suzy will email you a form to sign and return to her signifying your completion of the training.

6:30 pm X. **Announcements**

6:35pm XI. **Adjournment**

“I motion that the meeting adjourn to **Thursday, December 3, 2020.**”

“I second the motion.”