



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 October 7, 2021 Minutes

- 5:35pm I. **Call to Order and Roll Call of Board Members – Lisette Belanger, Chair**
Roxanne Baker, Lisette Belanger, Robin Foster, Jennifer Gaulin, Corda Kinzie, Tommy Minch, Terry Morrell, Amber Oakes, Anna Perna, Mike Pulsifer, Liz Seal
Board Excused: Paula Matlins, Sandra Wood, Jaime Guerrette
Directors: Karen Hopkins, Cathy Murphy, Kaitlyn Millen, Natalie Austin
Interpreters: Marisa Zastrow, Julia Schafer, Regan Thibodeau
Staff members and members of public also attended
- 5:39pm II. **Adjustments to the Agenda**
“I move to approve the October 7, 2021 agenda without changes.”
Tommy Minch **motioned.** Anna Perna **seconded.**
11 **In favor.** 0 **Opposed.** 0 **Abstained.**
- 5:45pm III. **Motion to approve September 2, 2021 board minutes**
“I move to approve the minutes of the September 2, 2021 board meeting state with changes.”
Mike Pulsifer **motioned.** Jennifer Gaulin **seconded.**
11 **In favor.** 0 **Opposed.** 0 **Abstained.**
- 5:47pm IV. **Public Comments** none
- 5:48pm V. **Budget Update** Catherine Murphy, *Director of Business Operations and HR*
- 6:07pm VI. **Executive Director’s Report**
 - Open positions
 - 1 open TOD position in the north
 - 6 open Ed Tech positions
 - Always need subs
 - Facilitated forum with MeAD, MeRID, DOE, State Licensure, USM Linguistics Department, to address interpreter shortage, emergency situation
 - The conversation will continue with a smaller group and include members of the deaf community and interpreters; how to change the licensure process or the law around the licensure process, how to move forward
- 6:30pm VII. **Committee Reports**
 - **Policy** Mike Pulsifer reporting: the committee met on September 9, 2021, notes from that meeting are in your packet, we will vote on the first draft of 3 policies tonight
 - **Strategic Planning** Corda Kinzie reporting: during the strategic plan ad hoc committee meeting Karen shared that during professional development day staff will have the opportunity to discuss the plan’s priorities
 - **Human Resources & Finance** Terry Morrell reporting: nothing to report
 - **Facilities** Lisette Belanger reporting: nothing to report



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- **Board Development** Anna Perna reporting: hope to have a retreat in the spring
- **Member Recruitment & Retention** Anna Perna: new search to replace Michelle Ames
- **Legislative Action** Amber Oakes reporting: nothing to report
- **Bylaws** Terry Morrell reporting: nothing to report

New Business

6:37pm XIII. **Staff Nomination** Megan Garrity, *Teacher of the Deaf*, Lyman Moore Middle School

“I move to accept the nomination of Megan Garrity for the position of Teacher of the Deaf at Lyman Moore Middle School, effective August 23, 2021 without changes.”

Tommy Minch **motioned**. Terry Morrell **seconded**.

11 **In favor**. 0 **Opposed**. 0 **Abstained**.

6:40pm VIII. **Policies, 1st Reading**

JKAA Use of Physical Restraint & Seclusion

“I move to approve the first reading of policy **JKAA** Use of Physical Restraint & Seclusion with changes.”

Jennifer Gaulin **motioned**. Mike Pulsifer **seconded**.

11 **In favor**. 0 **Opposed**. 0 **Abstained**.

JKAA-R Procedures on Physical Restraint & Seclusion

“I move to approve the first reading of policy **JKAA-R** Procedures on Physical Restraint & Seclusion without changes.”

Jennifer Gaulin **motioned**. Mike Pulsifer **seconded**.

11 **In favor**. 0 **Opposed**. 0 **Abstained**.

GBP Earned Paid Leave

“I move to approve the first reading of policy **GBP** Earned Paid Leave without changes.”

Jennifer Gaulin **motioned**. Tommy Minch **seconded**.

11 **In favor**. 0 **Opposed**. 0 **Abstained**.

GCG Substitute Teachers

“I move to approve the first reading of policy **GCG** Substitute Teachers without changes.”

Jennifer Gaulin **motioned**. Tommy Minch **seconded**.

11 **In favor**. 0 **Opposed**. 0 **Abstained**.

6:50pm IX. **Board meeting in the north**

The November board meeting will be held on Friday, November 5th in Bangor. A community forum will be held on Saturday, November 6th in Bangor. A committee was formed to firm up details: Tommy Minch, Lisette Belanger, Anna Perna and Karen Hopkins, *Executive Director*.



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- 7:14pm X. **Approval of MOU/School Physician Contract with Maine Medical Center**
“I move to approve the MOU/School physician contract with Maine Medical Center without changes.”
Jennifer Gaulin **motioned**. Tommy Minch **seconded**.
11 In favor. 0 Opposed. 0 Abstained.
- 7:16pm XI. **Acceptance of the resignation of Cathy Murphy, Director of Operations and Human Resources**
“I move to accept the resignation of Cathy Murphy, *Director of Operations and Human Resources* effective date between March 17th and April 20th without changes.”
Jennifer Gaulin **motioned**. Anna Perna **seconded**.
8 In favor. 2 Opposed. 0 Abstained.
- 7:22pm XII. **Motion to Exit Public Meeting and Enter Executive Session**
“I move to exit the public meeting and enter Executive Session to discuss the Collective Bargaining Agreement and the Confidential Contract as per article MRS §405-6A at **7:22.**”
Tommy Minch **motioned**. Roxanne Baker **seconded**.
11 In favor. 0 Opposed. 0 Abstained.
- 8:20pm XIII. **Motion to Exit Executive Session and Enter the Public Meeting**
“I move to exit Executive Session and enter the public meeting at **8:20.**”
Corda Kinzie **motioned**. Tommy Minch **seconded**.
9 In favor. 0 Opposed. 0 Abstained.
- 8:23pm XIV. **Motion to approve Mike Pulsifer, as Chief Negotiator, to sign the Collective Bargaining Agreement**
“I move to approve Mike Pulsifer, as Chief Negotiator, to sign the Collective Bargaining Agreement without changes.”
Tommy Minch **motioned**. Corda Kinzie **seconded**.
9 In favor. 0 Opposed. 0 Abstained.
- 8:24pm XV. **Motion to approve MOU: Remote Work**
“I move to approve MOU: Remote Work without changes.”
Tommy Minch **motioned**. Corda Kinzie **seconded**.
9 In favor. 0 Opposed. 0 Abstained.
- 8:25pm XVI. **Motion to approve MOU: Travel Protocol**
“I move to approve MOU: Travel Protocol without changes.”
Tommy Minch **motioned**. Liz Seal **seconded**.
9 In favor. 0 Opposed. 0 Abstained.



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8:26pm XVII. **Motion to approve MOU: COVID 19 Sick Leave**

“I move to approve MOU: COVID 19 Sick Leave without changes.”

Tommy Minch **motioned**. Terry Morrell **seconded**.

9 In favor. 0 Opposed. 0 Abstained.

8:26pm XVIII. **Motion to tentatively approve the Professional Staff contract**

“I move to tentatively approve the professional staff contract without changes.”

Tommy Minch **motioned**. Liz Seal **seconded**.

9 In favor. 0 Opposed. 0 Abstained.

8:27pm XIX. **Motion to tentatively approve the Support Staff contract**

“I move to tentatively approve the support staff contract without changes.”

Tommy Minch **motioned**. Terry Morrell **seconded**.

9 In favor. 0 Opposed. 0 Abstained.

8:28pm XX. **Motion to approve the Confidential Staff contract**

“I move to approve the confidential staff contract changes.”

Tommy Minch **motioned**. Liz Seal **seconded**.

9 In favor. 0 Opposed. 0 Abstained.

8:29pm XXI. **Announcements**

MSMA Fall Conference, October 28 & 29, 2021

8:30pm XXII. **Adjournment**

“I move we adjourn to Friday, November 5, 2021 in the north.

Amber Oakes **motioned**. Mike Pulsifer **seconded**.

9 In favor. 0 Opposed. 0 Abstained.