



Board of Directors Meeting
October 1, 2020
Minutes

Board Present: Lisette Belanger, *Chair*, Mike Pulsifer, *Vice Chair*, Michelle Ames, Roxanne Baker, Jen Gaulin (arrived late), Corda Kinzie, Paula Matlins, Terry Morrell, Amber Oakes, Anna Perna

Board Excused: Robin Foster

Administration: OJ Logue, Rebecca Falbo, Cathy Murphy, Karen Hopkins

Staff: Emily Blachly, Kevin Bohlin

Public: Clare Mundell, Kaitlyn Millen

Interpreters: Marisa Zastrow, Julia Schafer

5:01pm I. **Call to Order/Roll Call – Lisette Belanger, *Chair***

5:02pm II. **Adjustments to the Agenda**

“I motion to approve the agenda without changes.”
Roxanne Baker **motioned**. Anna Perna **seconded**.

Discussion: None

9 In favor. 0 Opposed. 0 Abstained.

5:05pm III **Public Comments** none

5:15 pm IV. **Approval of September 3, 2020 Minutes**

“I motion to approve the minutes of September 3, 2020 without changes.”
Corda Kinzie **motioned**. Terry Morrell **seconded**.

Discussion: None

10 In favor. 0 Opposed. 0 Abstained.

5:20pm V. **Committee Reports**

– Policy: no report

– Strategic Planning: Committee met on August 4, 2020, Michelle Ames reporting, the committee would like to set a meeting with the Leadership Team

– Human Resources & Finance: no report

– Facilities: no report

– Board Development: no report

– Member Recruitment & Retention: Committee met on September 9, 2020, Anna Perna reporting.

Two new student representative candidates, Sherry Foster and Keyana Kassa
Four board member open seats: 2 for parents; 1 for general public; 1 for general public with expertise in deaf education. The committee plans to meet next month to follow-up around our outreach efforts. Reminder to submit your reappointment forms to Suzy by Friday, October 30, 2020

– Legislative Action: no report

– Bylaws: no report



THE MAINE EDUCATIONAL CENTER FOR THE DEAF AND HARD OF HEARING

THE GOVERNOR BAXTER SCHOOL FOR THE DEAF

One Mackworth Island, Falmouth, ME 04105

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5:17pm VI. **Budget Update** Catherine Murphy, *Director of Operations and Human Resource*

- Revenues to date: \$2,334,000
 - Overall revenue budget is \$9,864,000
- Expenses to date: \$1,935,000, compared to budget of \$9,864,000, underspent by 6%
 - Late start of school
 - Open positions
 - Ed Tech III, Preschool
 - Shared Teacher of the Deaf, ECFS/PSO
 - Teacher of the Deaf , elementary school
 - Teacher of the Deaf , high school
 - Ed Tech III, elementary school
 - Kids Like Me teacher/Ed Tech III, position is frozen for now, will see how it runs without an Ed Tech
 - Pre-k coordinator moved into HR position, have hired a Team Leader for that position, will not advertise the position until after Director positions are in place
 - Current cash \$1,561,000

5:25pm. VII. **Executive Director's Report**

- East End Community School (EECS) Face-to-face learning with two separate groups, one group attends Monday/Tuesday the other Thursday/Friday with virtual learning on Wednesday.
- Lyman Moore Middle School (LMMS) Three students and all are face-to-face four days a week with one virtual learning day.
- Portland High School (PHS) Face-to-face learning with two separate groups, one group attends Monday/Tuesday the other Thursday/Friday with virtual learning on Wednesday.
 - PHS has taken a virtual approach for all of their students with the exception of freshman
 - They have been wonderful in allowing our students to attend 4 days a week
- If a Portland Public School parents asks for remote only that means that child joins the Remote Academy only which is provided by the teachers who have accommodations to work from home. This means our student(s) would have a mainstream teacher and not their homeroom teacher. Remote Academy is actually a separate school for PPS with the exception of the high school.
- Preschool is going full force, all direct education and aftercare is still in place
- 10% of staff requested and were approved for some type of accommodation, including medical, and two accessing the Family First Coronavirus Response Act
- COVID precautions heavily followed at all locations with daily check-ins of staff, students and parents



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- Staff is ready if our color changes to code red
 - o Staff really stepped up in March
 - o They took the challenge and embraced it
- Two new open Director positions posted on our website (www.mecdhh.org): Director of Deaf Education, position vacated by Rebecca Falbo January 1, 2021; and Director of Early Intervention and Family Engagement (position vacated by Karen Hopkins, January 1, 2021)
- With the placement of two new directors we are look to restructuring the coordinator positions in a way to provide more support to the directors
 - o More information on the coordinator positions will be presented at the November meeting
- Host family scenario is working really well with Lisa and Jeff Lederer providing a wonderful home environment for our 2 students
- **New Hampshire grant Annual Report:** Karen Hopkins, *Director of Statewide Education and Family Services*
 - o Working with the Department of Labor (DOL) with three other state agencies and looking a Vermont, Maine and New Hampshire becoming more collaborative
 - o National standards to ensure our curriculum is developed in a strong way to meet the needs of all students in Maine
 - o Incorporating families along with the deaf community
 - o Plan is for the grant to continue and look at the research and local programs: Portland program, Brewer program, how to serve all regions in our state. Best practices for all regions, tapping into how it's working in New Hampshire
- MSMA virtual fall conference: Friday and Saturday, October 30 and 31st, from 8:30AM to 5:30PM (<https://www.msmaweb.com/o/msma/page/fall-conference>)
- Staff Nomination: Caitlin O'Connell, full-time ECFS Consultant, Falmouth
"I motion to approve the nomination of Caitlin O'Connell for the position of fulltime ECFS Consultant effective October 1, 2020 [state with or without changes]."
Mike Pulsifer **motioned**. Terry Morrell **seconded**.
Discussion: None
10 In favor. 0 Opposed. 0 Abstained.
- Portland Public Schools schedule for K-12, Rebecca Falbo, *Director of Deaf Education and Mainstream Programming*
 - o The East End Community School students and staff are separated into 2 groups. Each group attends school in person 2-days a week and receives remote learning on the remaining day.



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- All 3 Lyman Moore Middle School students participate for the 4 days that the school is open. Two of those days they attend mainstream classes. The remaining 2 days they participate in virtual classes and utilize our staff for support.
- Currently, 6 students are attending Portland High School 4 days a week from 8:00am to 1:00pm. Students attending mainstream courses are participating virtually (Remote School) with support from MECDHH/GBSD staff. Classes are 40 minutes long. Bag lunches are provided by PPS schools and are consumed in their classrooms.

6:08 pm VIII. **Announcements**

There is a virtual 5K walk/run this weekend to support the Percival P. Baxter Foundation. They will use the money raised to provide PPEs for the families of students.

Staff member Amy Spencer, one of our Speech Language Pathologists and a Teacher of the Deaf, has become a certified Listening and Spoken Language Specialist (LSLS). This is an AG Bell certification. There are only two in the state of Maine. The goal of a LISL specialist would be to work on spoken language training focusing on the listening and speech component without any type of lip reading or visual cues. We know our students benefit from facial expressions, from pointing, from lip movements but it can be challenging to do both at the same time, ASL and supporting visual cues.

Amy can support with language and spoken language and AS, this is a gift for a family as they explore language opportunities with the child.

6:14pm IX **Adjournment**

“I motion that the meeting adjourn to **Thursday, November 5, 2020.**”

Terry Morrell **motioned**. Roxanne Baker **seconded**.

Discussion: None

10 In favor. 0 Opposed. 0 Abstained.