



# 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 February 4, 2021 Minutes

**Board Present:** Lisette Belanger, *Chair*, Mike Pulsifer, *Vice Chair*, Michelle Ames, Roxanne Baker, Robin Foster, Corda Kinzie, Tommy Minch, Terry Morrell, Amber Oakes, Anna Perna

**Board Excused:** Paula Matlins, Jennifer Gaulin

**Student Representatives:** Sherry Foster

**Administration:** Karen Hopkins, Cathy Murphy, Kaitlyn Millen

**Staff:** Kirstan Banfield, Emily Blachly, Kevin Bohlin, Stephanie Crowley, Brian Dietzel, Katie Duncan, Steva Feir-Scarpelli, Megan Garrity, Cathy Glover, Justine Higgins, Darleen Hutchins, Peggy Angelo, Christy LoCicero, Cathy Lushman, Margaret Ryan

**Public:** Marc Assante, Meg Cole, Laura Petersen, Sitara Sheikh, Matt Webster

**Interpreters:** Marissa Zastrow, Julia Schafer, Chandler Guptil (interpreter intern)

5:00pm I. **Call to Order and Roll Call of Board Members – Lisette Belanger, *Chair***

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

“I move to approve the agenda without changes.”

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

**Discussion:** It was agreed to remove item number X. on the agenda as it addresses scheduling which is the domain of the Executive Director.

“I make a motion to approve the agenda for this evening with the exception of the removal of item number 10 in regard to employment assignments and duties, to remove it from the agenda.

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

**10 In favor. 0 Opposed. 0 Abstained**

5:05pm III **Public Comments**

Staff and parents commented on scheduling changes, due to COVID-19, at the East End Community School.

5:35pm IV. **Motion to approve January 7, 2021 minutes**

“I move to approve the minutes of January 7, 2021 without changes.”

Anna Perna **motioned**. Robin Foster **seconded**.

**Discussion:** none

**9 In favor. 0 Opposed. 1 Abstained** Michelle Ames

5:45pm V. **Committee Reports**

- **Policy** Mike Pulsifer reporting: nothing to report. The policy committee will meet in the next week or two.
- **Strategic Planning** Michelle Ames reporting: nothing to report, we are working on scheduling a meeting with Karen.
- **Human Resources & Finance** Terry Morrell reporting: nothing to report.
- **Facilities** Lisette Belanger reporting: nothing to report.
- **Board Development** Michelle Ames reporting: nothing to report.



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- **Member Recruitment & Retention** Anna Perna reporting: nothing to report.
- **Legislative Action** Robin Foster reporting: nothing to report.
- **Bylaws** Terry Morrell reporting: nothing to report.

5:55pm VI. **Budget Update**, Catherine Murphy, *Director of Operations and Human Resource*

6:05 pm VII. **Executive Director's Report**, Karen Hopkins, *Executive Director*

- With monies from the HRSA Grant:
  - o MECDHH/GBSD has a new Facebook page
  - o Work has started on completely revamping our website with information gathered from stakeholders on how to make it more user friendly including a focus on accessibility for our deaf and hard of hearing visitors
  - o Hired a PR consultant
  - o Updated logo is in the works
- With the Board Strategic Planning committee we are working on a Deaf-lead strategic plan
- Updates
  - o Portland High School
  - o Lyman Moore Middle School
  - o East End Community School
  - o Mackworth Island Preschool
  - o Brewer Community School
  - o Early Intervention and Family Services

6:31 pm VIII. **Motion to Exit Public Meeting and Enter Executive Session for a discussion of: Union Contract Memorandum of Agreement**

"I move to exit the public meeting and enter Executive Session as per article MRS 405-6A at [6:31] for a discussion of the Union Contract Memorandum of Agreement."

Corda Kinzie **motioned**. Tommy Morrell **seconded**.

**Discussion:** none

**10 In favor. 0 Opposed. 0 Abstained**

7:26pm IX. **Motion to Exit Executive Session and Enter the Public Meeting**

"I move to exit Executive Session and enter the public meeting [7:26]."

Tommy Minch **motioned**. Roxanne Baker **seconded**.

**9 In favor. 0 Opposed. 0 Abstained** Corda Kinzie left the meeting early.

Item X. Struck from the agenda

7:27pm XI. **Motion to Approve the Union Contract Memorandum of Agreement**

"I move to approve the Union Contract Memorandum of Agreement without changes."

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

**Discussion:** none

**9 In favor. 0 Opposed. 0 Abstained**



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Board of Directors Meeting  
February 4, 2021  
Minutes

7:29 pm XII. **New Business**

7:30pm XIII. **Announcements**

7:32pm XIV. **Adjournment**

“I move that we adjourn to **Thursday, March 4, 2021.**”  
Tommy Minch **motioned**. Amber Oakes **seconded**.

**Discussion:** none

**9 In favor. 0 Opposed. 0 Abstained**

FINAL