



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

April 2, 2020

Minutes

Board Present (9): Anna Perna (Chair), Amber Oakes (Vice Chair), Michelle Ames, Roxanne Baker, Lisette Belanger, Robin Foster, Corda Kinzie, Terry Morrell, Mike Pulsifer

Board Excused: Paula Matlins

Administration: OJ Logue, Rebecca Falbo, Cathy Murphy, Karen Hopking, Kevin Bohlin

Public: Tommy Minch, Jennifer Gaulin

Interpreters: Marisa Zastrow, Julia Schafer

4:30-5:00 pm Check-in with zoom technology

5:01pm I. **Call to Order/Roll call for virtual meeting**

5:04pm II. **Adjustments to the Agenda**

“I motion to approve the agenda.”

Michelle Ames **motioned**. Roxanne Baker **seconded**.

Discussion: no

9 In favor. 0 Opposed. 0 Abstained.

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

5:05 pm IV. **Approval of Minutes** – March 5, 2020.

“I motion to approve the minutes of March 5, 2020.”

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

Discussion:

- Add Kevin Bohlin as present under Administration
- Terry Morrell as member of Executive Search committee
- Jane Hecker-Cain’s motion to approve new staff, Jennifer Opperman, is void, amend to reflect a new motion for approval under New Business at the end of April’s meeting

“I motion to approve the minutes of March 5, 2020 with above changes.”

Lisette Belanger **motioned**. Terry Morrell **seconded**.

9 In favor. Opposed. 1 Abstained. Robin Foster wasn’t present at the March meeting

“I move that we adjust the agenda to include new business at the end of the meeting.”

Michelle Ames **motioned**. Lisette Belanger **seconded**.

9 In favor. 0 Opposed. 0 Abstained.

5:22pm V. **Committee Reports** New members encouraged to choose a committee to join

- Policy Committee: Met on March 12, 2020, notes from that meeting are in your packet
- Strategic Planning: nothing to report
- Human Resources & Finance:
 - o Unable to hold forums for the Executive Director search because of COVID 19
 - o Will send a survey (one English, one ASL) with 4 categories: Parents, Staff, Community Members and Others
 - o Send data to MSMA for collating results
- Facilities: Met with Bill Rix, Maintenance Supervisor
- Board Development: nothing to report.
- Member Recruitment & Retention: updated information needed, will present in May
- Legislative Action Robin, nothing to report
- Bylaws: meeting postponed until next month



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

April 2, 2020

Minutes

5:45pm VI. **Policy Reading**

1st Reading

JICK – Bullying

“I motion to accept the first reading of policy **JICK**.”

Roxanne Baker **motioned**. Lisette Belanger **seconded**.

Discussion: Clarification that MSMA had new recommendations for the policy, that’s why it is up for a vote again.

9 In favor. 0 Opposed. 0 Abstained.

5:49pm VII. **Budget Update** Cathy Murphy, Director of Business and Human Resources, shared budget updates through the end of the March.

6:03pm VIII. **Executive Director’s Report**

- Approval of supplemental budget for \$499,200 toward Brewer program on March 16, 2020

- Nearly completed Annual Report to present at May board meeting.

- Notification of HRSA grant renewal of \$235,000 per year for next 4 years.

- Host family concept for students outside of a 50-mile radius presented to the board

“I motion to approve the concept of host families to replace current housing arrangement with Morrison Center effective fall 2020.”

Terry Morrell **motioned**. Lisette Belanger **seconded**.

Discussion: Owen Logue answered specific questions with regard to the Host Family model including age of students, application process and vetting of families that apply. Also questioned if able to incorporate within other MECDHH/GBSD centers.

9 In favor. Opposed. Abstained.

- Distance Learning Plan

“I make a motion to approve the long distance learning plan of the Maine Educational Center of the Deaf and Hard of Hearing/Governor Baxter School for the Deaf, as presented here tonight, which has been developed and is being delivered to students during the COVID-19 response in order to provide continuity of instruction to Deaf and hard of hearing students in Maine.”

Michelle Ames **motioned**. Roxanne Baker **seconded**.

Discussion: Kudos to how quickly and efficiently MECDHH/GBSD moved to distance learning.

9 In favor. Opposed. Abstained.

- Ongoing payment of hourly staff

“I motion to direct the Executive Director of the Maine Educational Center for the Deaf and Hard of Hearing/Governor Baxter School for the Deaf, in accordance with Governor Mills’ March 19, 2020 Executive Order Regarding School Readiness, to pay all hourly employees for their regularly scheduled hours for each pay period based on work expectations for a period ending with the conclusion of the 2019-2020 academic year and consistent with District bargaining agreements.”

Robin Foster **motioned**. Terry Morrell **seconded**.



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

April 2, 2020

Minutes

Discussion: Can a board member whose daughter is hourly staff at MECDHH/GBSD vote? No.

8 In favor. 0 Opposed. 1 Abstained. Michelle Ames' daughter works as hourly staff at MECDHH/GBSD so Michelle could not vote.

- Staff Nomination, Cassidy Marshall full-time ECFS Consultant

“I motion to approve the nomination of Cassidy Marshall for the position of full-time ECFS Consultant effective August 27, 2020.”

Mike Pulsifer **motioned**. Lisette Belanger **seconded**.

Discussion: no

9 In favor. 0 Opposed. 0 Abstained.

- New staff, Kelly Knowlton-Randall, full-time Pre-school Educational Technician III, effective upon return of school
- Teacher/Professional Nominations for 2020-2021

- **2nd Year Probationary Contracts**

- Kirstan Banfield
- Erin Hansen
- Heather Kanamulla
- Kimberly Leong
- Peggy Levy
- Taylor Markie
- Christine Boucher
- Emily Jackson
- Megan Pitko
- Jessica Reed

- **3rd Year Probationary Contracts**

- Brittany Bubar
- Shana Kelley-Cohen

- **Continuing Contracts**

- Emily Blachly
- Steva Feir-Scarpelli
- Joanie Grondin
- Emily Thompson

“I motion to approve 2nd-year probationary contracts for: Kirstan Banfield, Erin Hansen, Heather Kanamulla, Kimberly Leong, Peggy Levy, Taylor Markie, Jennifer Opperman, Christine Boucher, Emily Jackson, Megan Pitko and Jessica Reed.”

Michelle Ames **motioned**. Terry Morrell **seconded**.

Discussion: no

9 In favor. 0 Opposed. 0 Abstained.



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

April 2, 2020

Minutes

“I motion to approve 3rd-year probationary contracts for: Brittany Bubar and Shana Kelley-Cohen”

Roxanne Baker **motioned**. Lisette Belanger **seconded**.

Discussion: no

9 In favor. 0 Opposed. 0 Abstained.

“I motion to approve continuing contracts for: Emily Blachly, Steva Feir-Scapelli, Joanie Gondin, and Emily Thompson.”

Roxanne Baker **motioned**. Lisette Belanger **seconded**.

Discussion: no

9 In favor. 0 Opposed. 0 Abstained.

6:53pm IX. **New Business**

“I motion to approve the nomination of Jennifer Opperman for the position of full-time Public School Outreach Consultant.”

Terry Morrell **motioned**. Amber Oakes **seconded**.

Discussion: Terry Morrell withdrew his motion so to amend with the added second-year probationary status.

“I motion to approve the nomination of Jennifer Opperman for the position of full-time Public School Outreach Consultant under second-year probationary status.”

Terry Morrell **motioned**. Amber Oakes **seconded**.

9 In favor. 0 Opposed. 0 Abstained.

6:40 pm X. **Announcements**

- June 4, 2020 the Executive Director search committee is planning to do interviews, meet and greet, with candidates.
- Full meeting moves to June 16, 2020.

7:01 pm X. **Adjournment**

“I motion that the meeting adjourn to Thursday, May 7, 2020.”

Roxanne Baker **motioned**. Amber Oakes **seconded**.

Discussion: no

9 In favor. 0 Opposed. 0 Abstained.