



THE MAINE EDUCATIONAL CENTER FOR THE DEAF AND HARD OF HEARING

GOVERNOR BAXTER SCHOOL FOR THE DEAF

One Mackworth Island, Falmouth, ME 04105

Board of Directors Meeting September 7, 2023 Minutes

5:32pm I. **Call to Order and Roll Call of Board Members – Lisette Belanger, *Chair***

Present: Roxanne Baker, Lisette Belanger, *Chair*, Jason Bubier, Tommy Minch, *Vice Chair*, Mike Pulsifer, Liz Seal, Anna Pern

Excused: Sandra Wood

Also present: Executive Director Karen Hopkins; Directors Dean Flanagin, Susie Tiggs, and Lori Levesque; Executive Assistant Kim Spencer; Interpreters Cid Pollard, Grace Conney, and Amy Richardson; Board Candidates: Dawna Thorpe and Beth Campbell; Student Quinn Coull; One member of the public

5:35pm II. **Adjustments to the Agenda**

“I move to approve the September 7, 2023 agenda without changes.”

*Mike addressed the fact that the existing agenda was different from the agenda sent out previously. The existing one was the one being approved.

Roxanne **motions**; Liz **seconds**

7 in favor. 0 opposed. 0 abstained.

5:37pm III. **Motion to Approve August 11, 2023 Board Minutes**

“I move to approve the minutes of the August 11, 2023 board meeting without changes.”

Liz **motions**; Tommy **seconds**

7 in favor. 0 opposed. 0 abstained.

5:40pm IV. **Public Comments - none**

5:40pm V. **Executive Director’s Report** Karen Hopkins, *Executive Director*

- All Staff prior to start of school was a great day; JJ Becchold from Ohio led team-building exercises; discussed transitioning to a new ED; food trucks a hit; Sunshine 2.0 performance
- Family back to school BBQ with Hands & Voices
- Large group of deaf and hard of hearing students in PreK
- Finding more and more kids through outreach
- Focusing on developing a smooth transition plan to a new ED
- Karen is working on all MOU’s (CDS, Brewer and Portland)
- Working on budget and making it equitable
- New recruitment video almost ready
- HRSA Grant will finished 3/31/24 - Karen will continue managing this grant to close it out until then as a contractor
- Meeting next week with DHS to discuss the next HRSA grant cycle

5:58pm VI. **Facilities Update** Dean Flanagin, *Director of Operations*

6:14pm VII. **Committee Reports**

- Policy - Mike Pulsifer reporting; met earlier this week; have four first policy readings for this meeting. Consent Agenda is a new policy that will allow us to lump policies together that are noncontroversial.
- Strategic Planning - Roxanne Baker reporting; nothing to report



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- Human Resources - Tommy Minch reporting; nothing to report
- Finance - Tommy Minch reporting; finally caught up reviewing checks to March of this year. Goal is to have the rest completed before we have a new ED. Currently just Jason and Tommy on committee, others welcome to join.
- Facilities - Liz Seal reporting - Dean already highlighted everything in his facilities report
- Board Development - Anna Perna reporting; committee met yesterday. Board retreat will happen November 3 & 4 at the Lucerne Inn in Dedham. Will be sending out an email with logistics and details.
- Member Recruitment & Retention - Anna Perna reporting; still waiting on legislature to approve new members. Four people waiting to be sworn in. Two others have withdrawn.
- Legislative Action - Roxanne Baker reporting; nothing to report

New Business

6:26pm VIII. **Policy, 1st Reading**

- **CC Administrative Line of Authority**

"I move to approve the first reading of policy **CC Administrative Line of Authority** without changes."

Tommy **motions**; Liz **seconds**

7 in favor. 0 opposed. 0 abstained.

6:27pm IX. **Policy, 1st Reading**

- **BEDBA Consent Agenda**

"I move to approve the first reading of policy **BEDBA Consent Agenda** without changes."

Liz **motions**; Tommy **seconds**

7 in favor. 0 opposed. 0 abstained.

6:28pm X. **Policy, 1st Reading**

- **EBCA Comprehensive Emergency Management Team**

"I move to approve the first reading of policy **EBCA Comprehensive Emergency Management Team** with changes (change policy name to Comprehensive Emergency Management Plan)."

Liz **motions**; Tommy **seconds**

7 in favor. 0 opposed. 0 abstained.

6:34pm XI. **Policy, 1st Reading**

- **JICIA Weapons, Violence and School Safety**

"I move to approve the first reading of policy **JICIA Weapons, Violence and School Safety** without changes."

Roxanne **motions**; Mike **seconds**

7 in favor. 0 opposed. 0 abstained.

6:37pm XII. **Review and Approval of Crisis Response Plan - Director of Operations**

"I move to review the Crisis Response Plan with changes (page 4: add one maintenance person Saturday and one maintenance person on Sunday; add senior citizens on every other Tuesday; change title to "Crisis Response Plan" instead of "Emergency Operations Plan")"

Liz **motions**; Roxanne **seconds**



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7 in favor. 0 opposed. 0 abstained.

6:46pm XIII. **Executive Session**

“I move to enter Executive Session to discuss the following:

- Employment of officials/appointees/employees, pursuant to Article 1 M.R.S.A. §405 (6)(A)
- Legal Rights and duties of school unity; discussion of dress code, pursuant to Article 1. M.R.S.A 405 (6) (E)

Liz **motions**; Tommy **seconds**

7 in favor. 0 opposed. 0 abstained.

7:54pm XIV. **Announcements**

7:57pm XV. **Adjournment**

“I move to adjourn to **Thursday, October 5, 2023** at [state time].”

Liz **motions**; Tommy **seconds**

7 in favor. 0 opposed. 0 abstained.

FINAL