



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 October 19, 2023 Minutes

5:30pm I. **Call to Order and Roll Call of Board Members – Lisette Belanger, *Chair***

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

Sandra Wood (arrived late)
Anna Perna (arrived 5:34)

Also Present:

Executive Director: Karen Hopkins
Directors: Dean Flanagin, Lori Levesque, Susie Tiggs
Executive Assistant: Kim Spencer
Interpreters: Cid Pollard, Amy Richardson, Julia Schafer

Executive Assistant: Kim Spencer

5:33pm II. **Adjustments to the Agenda**

“I move to approve the October 19, 2023 agenda without changes.”

“I second the motion.”

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

8 in favor. 0 opposed. 0 abstained.

5:35pm III. **Motion to Approve the September 7, 2023 Board Minutes**

“I move to approve the minutes of the September 7, 2023 board meeting without changes.”

“I second the motion.”

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

8 in favor. 0 opposed. 0 abstained.

5:36pm IV. **Public Comments - None**

5:37pm V. **Executive Director’s Report** Karen Hopkins, *Executive Director*

5:56pm VI. **Departmental Report** Susie Tiggs, *Director of Statewide Education & Family Services*

6:13pm VII. **Budget & Facilities Update** Dean Flanagin, *Director of Operations*

6:30pm VIII. **Committee Reports**

- Policy - Mike reporting. Doing a 2nd reading tonight of some policies and 1st reading of others.
- Strategic Planning - Roxanne reporting. Met yesterday, will share notes.
- Human Resources – Tommy reporting - nothing to report.
- Finance - Tommy reporting - nothing to report.
- Facilities - Liz reporting - Dean shared updates.
- Board Development - Anna reporting, discussed retreat
- Member Recruitment & Retention - Anna reporting, discussed where things stand with new candidates
- Legislative Action - Roxanne - nothing to report



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

October 19, 2023

Minutes

- Bylaws - Tommy - nothing to report

New Business

6:39pm IX. **Motion to Approve the FY 2024 Supplemental Budget**

"I move to approve the FY 2024 Supplemental Budget without changes."

"I second the motion."

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

8 in favor. 0 opposed. 0 abstained.

6:44pm X. **Policy, 1st Reading**

- **JLCB Immunization**

"I move to approve the first reading of policy **JLCB Immunization** without changes."

"I second the motion."

Liz **motions**; Sandra **seconds**

8 in favor. 0 opposed. 0 abstained.

6:45pm XI. **Policy, 1st Reading**

- **IHBAC Child Find**

"I move to approve the first reading of policy **IHBAC Child Find** without changes."

"I second the motion."

Sandra **motions**; Tommy **seconds**

8 in favor. 0 opposed. 0 abstained.

6:46pm XII. **Staff Resignation, Sarah Littlefield, EIFS Specialist**

"I move to accept the resignation of Sarah Littlefield for the position of *EIFS Specialist* effective September 22, 2023 without changes.

"I second the motion."

Liz **motions**; Sandra **seconds**

8 in favor. 0 opposed. 0 abstained.

6:47pm XIII. **Staff Nomination, Daniel DeLuca, ASL TOD, North**

"I move to accept the recommendation of Daniel DeLuca, ASL TOD, North, effective October 11, 2023 without changes.

"I second the motion."

Sandra **motions**; Anna **seconds**

8 in favor. 0 opposed. 0 abstained.

Old Business

6:50pm XIV. **Policy, 2nd Reading**

"I move to approve the second readings of policies **CC Administrative Line of Authority, BEDBA Consent Agenda, EBCA Crisis Response Plan, and JICIA Weapons, Violence and School Safety** without changes."



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
October 19, 2023
Minutes

“I second the motion.”

Tom **motions**; Liz **seconds**

8 in favor. 0 opposed. 0 abstained.

6:52pm XV. **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); and,
- The Confidential Contract pursuant to article Article 1 M.R.S.A. §405 (6)(A) at **[state time].**”

“I second the motion.”

Liz **motions**; Mike **seconds**

8 in favor. 0 opposed. 0 abstained.

8:10pm XVI. **Approval of Confidential Contract**

“I move to approve the Confidential Contract changes as discussed by the board:

Anna **motions**; Roxanne **seconds**

8 in favor. 0 opposed. 0 abstained.

8:12pm XVII. **Announcements** Sandra shared that on Nov. 1 the USM Linguistics Dept will be hosting a parking lot conversation. They will be bringing USM interpreter/transliterators alumni back to share what’s going on in their field.

8:12pm XVIII. **Adjournment**

“I move to adjourn to **Friday, November 3, 2023 at 8:12pm.**”

“I second the motion.”

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

8 in favor. 0 opposed. 0 abstained.