



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 January 4, 2024 Minutes

5:30pm 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*, Anna Perna, Mike Pulsifer, Liz Seal, Sandra Wood

Also present: Superintendent Consultant Steve Connolly; Directors Dean Flanagan, Lori Levesque, Susie Tiggs; Preschool Coordinator Cathy Lushman, Executive Assistant Kim Spencer; Information System Support Specialist Rich Foisy; Tim Gill, CPA, Runyon Kersteen Ouellette; Interpreters Grace Cooney, Evah Hellewell, Amy Richardson; Early Intervention and Family Services Coordinator Amy Spencer; Board candidates Beth Campbell and Dawna Thorpe.

5:32pm II. **Adjustments to the Agenda**

“I move to approve the January 4, 2024 agenda without changes.”

Roxanne Baker **motioned**; Liz Seal **seconded**.

8 in favor. 0 opposed. 0 abstained.

5:33pm III. **Motion to Approve the December 7, 2023 Board Minutes**

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

Roxanne Baker **motioned**; Liz Seal **seconded**.

8 in favor. 0 opposed. 0 abstained.

5:34pm IV. **Public Comments - none**

5:35pm V. **Auditor’s Report**, Timothy Gill, *Runyon Kersteen Ouellette*

6:21 - 6:35 *Discussion about audit report*

6:35pm VI. **Departmental Report** Amy Spencer, *Early Intervention and Family Services Coordinator*

7:09 - 7:17 *Break*

New Business

7:17pm VII. **Staff Resignation**

“I move to accept the resignation of Kimberly Leong, *Early Intervention Specialist*, effective January 5, 2024, without changes.”

Roxanne Baker **motioned**; Liz Seal **seconded**.

7 in favor. 1 opposed. 0 abstained.

7:23pm VIII. **Committee Reports**

- Policy - Mike reporting; nothing to report
- Strategic Planning - Roxanne reporting; nothing to report
- Human Resources - Tommy reporting; nothing to report
- Finance - Tommy reporting; nothing to report, looking for others to join, only 2 on committee right now
- Facilities - Liz reporting; nothing to report
- Board Development - Anna reporting; retreat scheduled for April 5-6, 2024 at Lucerne Inn, Dedham



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- Member Recruitment & Retention - Anna reporting; board candidates as well as members being reinstated should be sworn in by February
- Legislative Action - Roxanne reporting; nothing to report
- Bylaws - Tommy reporting; nothing to report

7:28pm IX. **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,
Sandra Wood **motioned**; Liz Seal **seconded**.

8 in favor. 0 opposed. 0 abstained.

8:30pm X. **Announcements**

8:31pm XI. **Adjournment**

"I move to adjourn to **Wednesday, January 10, 2024 at 5:30pm.**"

Sandra Wood **motioned**; Liz Seal **seconded**.

8 in favor. 0 opposed. 0 abstained.