



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 August 4, 2022 Minutes

- 5:42pm I. **Call to Order and Roll Call of Board Members – Lisette Belanger, *Chair***
Roxanne Baker, Lisette Belanger *Chair*, Jason Bubier, Jennifer Gaulin, Paula Matlins, Tommy Minch *Vice Chair*, Terry Morrell, Amber Oakes, Mike Pulsifer, Sandra Wood
Excused: Corda Kinzie, Anna Perna, Liz Seal
Public/Staff: Amy Olson, Kevin Bohlin, Claire Jeffers, Melinda Stamp
- 5:44pm II. **Adjustments to the agenda**
“I move to approve the August 4, 2022 agenda without changes.”
Tommy Minch **motioned**. Paula Matlins **seconded**.
10 **In favor**. 0 **Opposed**. 0 **Abstained**.
- 5:47pm III. **Motion to approve June 2, 2022 board minutes**
“I move to approve the minutes of the June 2, 2022 board meeting without changes.”
Roxanne Baker **motioned**. Jennifer Gaulin **seconded**.
10 **In favor**. 0 **Opposed**. 0 **Abstained**.
- 5:48pm IV. **Motion to approve June 27, 2022 board minutes**
“I move to approve the minutes of the June 27, 2022 board meeting without changes.”
Tommy Minch **motioned**. Terry Morrell **seconded**.
10 **In favor**. 0 **Opposed**. 0 **Abstained**.
- 5:49pm V. **Public Comments** None
- 5:50pm VI. **Budget Update** Dean Flanagan, *Director of Operations*
- 6:37pm VII. **Executive Director’s Report** Karen Hopkins, *Executive Director*
Open up an Ed Tech I position.
“I move to approve Karen Hopkins, Executive Director, to hire Ed Tech I staff for the 2022-23 school year.”
Mike Pulsifer **motioned**. Jennifer Gaulin **seconded**.
10 **In favor**. 0 **Opposed**. **Abstained**.
- 7:11pm VIII. **Board Approval of the 2022-23 Preschool Handbook**
“I move to approve the 2022-23 Preschool Handbook without changes.”
Tommy Minch **motioned**. Jennifer Gaulin **seconded**.
9 **In favor**. 0 **Opposed**. 1 **Abstained**.



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Old Business

7:13 pm IX. **Policy, 2nd Reading**

- **GCSB Staff Social Media Use**

“I move to approve the second reading of policy **GCSB Staff Social Media Use** without changes.”

Tommy Minch **motioned**. Jennifer Gaulin **seconded**.

9 In favor. 0 Opposed. 1 Abstained.

New Business

7:16pm X. **Approval of 2022-2023 Host Family MOU with Kevin Bohlin**

“I move to approve the 2022-2023 Host Family MOU with Kevin Bohlin without changes.”

Sandra Wood **motioned**. Jason Bubier **seconded**.

9 In favor. 0 Opposed. 1 Abstained

7:20pm XI. **Approval of 2022-2023 Host Family MOU with Rita Sloat**

“I move to approve the 2022-2023 Host Family MOU with Rita Sloat without changes.”

Roxanne Baker **motioned**. Paula Matins **seconded**.

10 In favor. 0 Opposed. 0 Abstained

7:22pm XII. **Committee Reports**

- **Policy** Mike Pulsifer reporting: Karen and I met with Steve Bailey, *Executive Director* of MSMA and Charlotte Bates, *Legal Counsel and Head of the Policy Department* of MSMA. We do need some policy updates so there is a lot of work for the policy committee. Will try to schedule monthly meetings.
- **Strategic Planning** Roxanne Baker reporting: Karen and I are going to meet soon to look over the strategic plan to track progress.
- **Human Resources & Finance** Terry Morrell reporting: nothing to report
- **Facilities** Lisette Belanger reporting: nothing to report
- **Board Development** Karen Hopkins reporting: Board retreat November 18 (board meeting) and 19th. Move the October meeting to Thursday the 20th and the December meeting to Thursday the 8th.
- **Member Recruitment & Retention** nothing to report
- **Legislative Action** Roxanne Baker reporting: nothing to report
- **Bylaws** Tommy Minch reporting: nothing to report

7:37pm XIII. **Staff Nomination, Melanie Bowlus, *North/South Elementary Coordinator***

“I move to accept the nomination of Melanie Bowlus for the position of *North/South Elementary Coordinator* effective July 14, 2022 without changes.”

Tommy Minch **motioned**. Sandra Wood **seconded**.

10 In favor. 0 Opposed. 0 Abstained



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7:38pm XIV. **Staff Nomination**, Erin Bunce, *North/South Middle School/High School Coordinator*

“I move to accept the nomination of Erin Bunce for the position of *North/South Middle School/High School Coordinator* effective July 14, 2022 without changes.”

Tommy Minch **motioned**. Sandra Wood **seconded**.

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

7:39pm XV. **Staff Nomination**, Amy Spencer, *North/South Early Intervention Coordinator*

“I move to accept the nomination of Amy Spencer for the position of *North/South Early Intervention Coordinator* effective August 1, 2022 without changes.”

Roxanne Baker **motioned**. Jason Bubier **seconded**.

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

7:41pm XVI. **Staff Nomination**, Amy Olson, *ASL Specialist/Teacher of the Deaf*

“I move to accept the nomination of Amy Olson for the position of *ASL Specialist/Teacher of the Deaf* effective August 1, 2022 without changes.”

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

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

7:44pm XVII. **Staff Resignation**

“I move to accept the resignation of Kim Matthews, *Teacher of the Deaf, North* effective June 30, 2022 without changes.”

Jason Bubier **motioned**. Jennifer Gaulin **seconded**.

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

7:46pm XVIII. **Motion to Exit Public Meeting and Enter Executive Session**

“I move to exit the Public Meeting and enter Executive Session, as per article MRS 405-6A, to discuss personnel issues and a request for leave of absence at 7:46pm.”

Tommy Minch **motioned**. Mike Pulsifer **seconded**.

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

8:17pm XIX. **Motion to Exit Executive Session and Enter the Public Meeting**

“I move to exit Executive Session and reenter the public meeting at 8:17pm.”

Sandra Wood **motioned**. Paula Matlins **seconded**.

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

8:18pm XX. **Motion to approve a staff request for a 3-week leave**

“I move to approve a staff request for a 3-week leave with no changes.”

Tommy Minch **motioned**. Sandra Wood **seconded**.

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



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Board of Directors Meeting
August 4, 2022
Minutes

8:20pm XXI. **Announcements** None

8:23pm XXII. **Adjournment**

“I move to adjourn to **Thursday, September 1, 2022 at 5:30pm.**”

Tommy Minch **motioned.** Jennifer Gaulin **seconded.**

10 In favor. 0 Opposed. 0 Abstained