



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 December 8, 2022 Minutes

- 5:35pm I. **Call to Order and Roll Call of Board Members – Lisette Belanger, *Chair***
Roxanne Baker, Lisette Belanger, *Chair*, Jason Bubier, Jennifer Gaulin, Tommy Minch, *Vice Chair*, Terry Morrell, Amber Oakes, Anna Perna, Mike Pulsifer, Liz Seal, Sandra Wood (missed first vote)
- Board Excused: Paula Matlins, Amber Oakes left at 6:45
Student representative excused: Keyana Kassa
- 5:37pm II. **Adjustments to the agenda**
“I move to approve the December 8, 2022 agenda without changes.”
Roxanne Baker **motioned**. Terry Morrell **seconded**.
10 In favor. 0 Opposed. 0 Abstained.
- 5:40pm III. **Motion to approve November 18, 2022 board minutes**
“I move to approve the minutes of the November 18, 2022 board meeting with the addition of adding Keyana Kassa as Excused.”
Liz Seal **motioned**. Roxanne Baker **seconded**.
9 In favor. 0 Opposed. 1 Abstained, Sandra Wood did not attend the November 18th meeting.
- 5:43pm IV. **Public Comments** none
- 5:45pm V. **Auditor’s Report**, Timothy Gill, *Runyon Kersteen Ouellette*
- 6:07pm VI. **Executive Director’s Report** Karen Hopkins, *Executive Director*
Three Portland High School students shared their experiences of attending Hyde School Leadership Day and what leadership means to them.
- 6:27pm VII. **Department Report** Amy Spencer, *Coordinator*, N/S Early Intervention and Family Services
- 6:53pm VIII. **Committee Reports**
- **Policy** Mike Pulsifer reporting, nothing to report
 - **Strategic Planning** Roxanne Baker reporting, nothing to report
 - **Human Resources** Terry Morrell reporting, nothing to report
 - **Finance** Jennifer Gaulin reporting, nothing to report
 - **Facilities** Liz Seal reporting, nothing to report
 - **Board Development** Anna Perna reporting, nothing to report
 - **Member Recruitment & Retention** Anna Perna reporting, nothing to report
 - **Legislative Action** Roxanne Baker reporting, nothing to report
 - **Bylaws** Tommy Minch reporting, nothing to report



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Board of Directors Meeting
December 8, 2022
Minutes

- 6:55pm IX. **Policy, 2nd Reading**
– **BBBDA Board Declared Vacancy Caused by Absenteeism**
“I move to approve the second reading of policy **BBBDA Board Declared Vacancy Caused by Absenteeism** without changes.”
Liz Seal **motioned.** Jason Bubier **seconded.**
10 **In favor.** 0 **Opposed.** 0 **Abstained.**
- 6:56pm X. **Policy, 2nd Reading**
– **BCA Board Member Code of Ethics**
“I move to approve the second reading of policy **BCA Board Member Code of Ethics** without changes.”
Liz Seal **motioned.** Anna Perna **seconded.**
10 **In favor.** 0 **Opposed.** 0 **Abstained.**
- 6:58pm XI. **Policies, 2nd Reading**
“I move to approve the second reading, without changes, of policies:
BEC-R Executive Sessions Procedure
BEDC Quorum
BEDD Rules of Order
BHC Board Communication with Staff
BIB Board Member Development Opportunities
KDB Board Public’s Right to Know/Freedom of Access
KE Public Concerns and Complaints
Mike Pulsifer **motioned.** Anna Perna **seconded.**
10 **In favor.** 0 **Opposed.** 0 **Abstained.**
- 7:00pm XII. **Announcements** None
- 7:03pm XIII. **Executive Session**
“I move to enter executive session to address a personnel issue; consider a request for sabbatical; and discuss the executive director’s evaluation, pursuant to *1 M.R.S.A. §405 (6)(B)*, at 7:03pm.
Tommy Minch **motioned.** Sandra Wood **seconded.**
10 **In favor.** 0 **Opposed.** 0 **Abstained.**
- 8:18pm XIV. “I move to approve a staff request for sabbatical.”
Tommy Minch **motioned.** Liz Seal **seconded.**
9 **In favor.** 0 **Opposed.** 0 **Abstained.**
- 8:19 pm XV. **Adjournment**
“I move to adjourn to **Thursday, January 5, 2023**, at 8:19.”
Terry Morrell **motioned.** Tommy Minch **seconded.**
9 **In favor.** 0 **Opposed.** 0 **Abstained.**