



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

April 7, 2023

Minutes

5:33pm I. **Call to Order and Roll Call of Board Members – Lisette Belanger, Chair**

Lisette Belanger, *Chair*, Jason Bubier, Jennifer Gaulin (late), Tommy Minch, *Vice Chair*, Anna Perna, Mike Pulsifer, Liz Seal, Sandra Wood

Board excused: Roxanne Baker

Student representative excused: Keyana Kassa

Also present: Executive Director Karen Hopkins; Directors Dean Flanagin, Susie Tiggs, and Lori Levesque; Executive Assistant Kim Spencer; Interpreters Julia Schafer and Grace Cooney.

5:34pm II. **Adjustments to the agenda**

“I move to approve the April 7, 2023 agenda **with** changes. (add “personnel issue” to executive session)

Liz Seal **motioned**; Anna Perna **seconded**.

8 in favor. 0 opposed. 0 abstained.

5:36pm III. **Motion to approve March 2, 2023 board minutes**

“I move to approve the minutes of the March 2, 2023 board meeting without changes.”

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

8 in favor. 0 opposed. 0 abstained.

5:37pm IV. **Public Comments - None.**

5:39pm V. **Executive Director’s Report - Karen Hopkins, Executive Director**

- KLM - working on resuming, doing something similar in Brewer. Want to do an overnight soon.
- Susie - presented at CEC conference
- EHDI conference - more Deaf/HOH individuals and parents in attendance 7 presentations including the plenary by Karen
- ASL for Families - 9 families showed up to a Portland coffee shop. Karen proposed Foundation pay for coffee chat meetings.
- NAEYC Week of the Young Child - activities, parent involvement, statehouse day, early childhood day on the island
- Deaf/HH community conf - Emma was keynote speaker
- VR collaboration
- Submitted grant for \$30k
- DRM collaboration
- Athletic banquet 4/27
- Graduation banquet -May 24th



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- Karen hoping to be able to give graduating seniors their diplomas or be on stage with Portland administrators - important to show our collaboration

6:03pm VI. **Departmental Report**, Steve Kimball, *Maintenance Supervisor*, and Dean Flanagin, *Director of Operations*

Steve excused due to illness - Dean gave a quick update

- Erosion on causeway, there is a hole in the pavement size of half-dollar, below it is a cavity, alerted the engineers at state who came down to look.
- Consultant: GEI engineer. Needs to get fixed sooner than later. Elaine Clark, finance person w/ BGS, in agreement.
- Elaine will be approaching state for \$4 million funding. This will take priority and be addressed before any buildings are removed.
- Need to cut pavement, put a clay compound in.
- Will be limiting causeway to 1 lane while work is being done.
- Potholes will be addressed by our staff soon.
- Lots of issues at DRM - parking etc.
- Waiting to receive report from BGS on future of buildings

6:17pm VII. **Committee Reports**

- **Policy** - Mike Pulsifer reporting; nothing to report
- **Strategic Planning** - Anna Perna reporting; nothing to report
- **Human Resources** - Tommy Minch reporting; nothing to report
- **Finance** - Jennifer Gaulin reporting; nothing to report
- **Facilities** - Liz Seal reporting - just met with the finance committee; looking into new video cameras
- **Board Development** - Anna Perna reporting - Retreat will be August 4-5 in Dedham; will send poll about training topics. December meeting will be in Lewiston on a Saturday morning
- **Member Recruitment & Retention** - Anna Perna reporting - has potential board member in mind from northern area: a retired business person working as an ed tech at a school because they were bored. A hearing person. Also have one Deaf person interested, Courtney Washington. And Mel.
- **Legislative Action** - Roxanne Baker reporting, not here to report
- **Bylaws** - Tommy Minch reporting, nothing to report

Old Business

6:23pm VIII. **Policies, 2nd Reading**

“I move to approve ACAA Harassment and Sexual Harassment of Students; ACAA-R Student Discrimination and Harassment Complaint Procedure; JIC Student Code of Conduct; JK Student Discipline; JLF Child Abuse Reporting, Prevention and Education; JLFA Child



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Sexual Abuse Prevention and Response; and, JLFA-E Suspected Child Abuse/Neglect Report Form

without changes.”

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

8 in favor. 0 opposed. 0 abstained.

New Business

6:24pm IX. **Staff Nomination**, Joshua Gray, *Itinerant Teacher of the Deaf, North*

“I move to accept the recommendation of Joshua Gray for the position of *Itinerant Teacher of the Deaf* effective March 13, 2023 [state with or without changes].

Tommy Minch **motioned**; Liz Seal **seconded**.

8 in favor. 0 opposed. 0 abstained.

6:25pm X. **Staff Nomination**, Agnes Adams, *Special Education Teacher of the Deaf*

“I move to accept the recommendation of Agnes Adams for the position of *Special Education Teacher of the Deaf* effective July 1, 2023 without changes.

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

8 in favor. 0 opposed. 0 abstained.

6:26pm XI. **Staff Nomination**, Jennifer Sisto, *Site-based Teacher of the Deaf*

“I move to accept the recommendation of Jennifer Sisto for the position of *Site-based Teacher of the Deaf* effective the 1st staff day August, 2023 without changes.

Liz Seal **motioned**; Anna Perna **seconded**.

8 in favor. 0 opposed. 0 abstained.

6:28pm XII. **Staff Resignation**

“I move to accept the resignation of Deborah Myers, *Itinerant Teacher of the Deaf*, effective June 22, 2023 [state with or without changes].”

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

8 in favor. 0 opposed. 0 abstained.

6:29pm XIII. **Staff Resignation**

“I move to accept the resignation of Christine Boucher, *Speech Language Pathologist*, effective June 22, 2023 without changes.”

Jason Bubier **motioned**; Anna Perna **seconded**.

7 in favor. 0 opposed. 1 abstained.



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6:30pm XIV. 1st Year Probationary Contracts

Mike Pulsifer pointed out that when staff are hired the board has already approved their 1st year probationary contract. Therefore, 1st year probationary contracts should not be included in future agendas.

6:32pm XV. 2nd Year Probationary Contracts

- Angel King
- Allison Munson
- Stephanie Hughes
- Erin Bunce
- Eleanor Gettman
- Katherine Bucklin
- Alicia Pieper
- Amy Olson

“I move to approve a 2nd-year probationary contracts for Angel King, Allison Munson, Stephanie Hughes, Erin Bunce, Eleanor Gettman, Katherine Bucklin, Alicia Pieper, and Amy Olson.”

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

8 in favor. 0 opposed. 0 abstained.

6:33pm XVI. 3rd Year Probationary Contracts

- Alyssa Guldager
- Marsha Ames
- Melanie Bowlus
- Christa Cook-McKinney
- Megan Garrity
- Leia Giovanella
- Jennifer Hickey

“I move to approve 3rd-year probationary contracts for: Alyssa Guldager, Marsha Ames, Melanie Bowlus, Christa Cook-McKinney, Megan Garrity, Leia Giovanella, and Jennifer Hickey.”

Sandra Wood **motioned**; Jennifer Gaulin **seconded**.

7 in favor. 0 opposed. 1 abstained.

6:34pm XVII. Continuing Contracts

- Chelsea Alexander
- Caitlin O’Connell

“I move to approve continuing contracts for: Chelsea Alexander and Caitlin O’Connell.”

Liz Seal **motioned**; Jason Bubier **seconded**.

8 in favor. 0 opposed. 0 abstained.



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6:35pm XVIII. **Announcements**

- Sandra Wood - Maine Deaf Film Festival coming up on Friday April 21 at MECDDH and Saturday, April 22 at USM, Wishcamper, Room 133

6:37pm XIX. **Executive Session**

“I move to enter Executive Session to discuss a Union grievance, pursuant to article 1 M.R.S.A. § 405 (6)(A) and a request for leave of absence, pursuant to article 1 M.R.S.A. § 405 (6)(A), **and a personnel issue (added earlier) at 7:35..**”

Liz Seal **motioned**; Anna Perna **seconded**.

8 in favor. 0 opposed. 1 abstained.

7:29pm XX. I move to grant Kimberly Leong permission to return part-time in July with the intention of coming back full-time by the start of the school year in August.

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

7 in favor. 0 opposed. 1 abstained.

7:34pm XXI. **Adjournment**

“I move to adjourn to **Thursday, May 4, 2023 at 7:34.**”

Liz Seal **motioned**; Jennifer Gaulin **seconded**.

7 in favor. 0 opposed. 0 abstained. (Jason left at 7:32pm)