



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
January 8, 2026

4:43pm

Workshop: Strategic Plan Update

Meeting Minutes

5:47pm

I. **Call to Order and Roll Call of Board Members**

Present: Tommy Minch, Anna Perna, Roxanne Baker, Jason Bubier, Beth Campbell, Claire Jeffers, Barbara Millios, Janet May, Mike Pulsifer, Dawna Thorpe

Excused: Lisette Belanger, Barbara Millios, Sandra Wood

Also present: Steve Connolly, Cathy Lushman, Amy Richardson, Taylor Markie, Matt Webster, Lori Levesque, Kimberly Matthews-Hermans, Grace Cooney, Evah Hellwell, David Hillier, Kim Spencer, Dean Flanagin, Derek Kimball, Katie Duncan, Emily Blachly, Christy LoCicero

5:49pm

II. **Adjustments to the Agenda**

Add item VI: Update from Executive Director
Roxanne **motioned**; Claire **seconded**
9 in favor. 0 opposed. 0 abstained

5:52pm

III. **Motion to Approve the December 4, 2025 Board Minutes**

No changes (no vote necessary)

5:53pm

IV. **Board Self-assessment** Eric Waddell, *MSMA Executive Director*

6:16pm

V. **Public Comments** - None

6:16pm

VI. **Executive Director Update** Steve Connolly, *Executive Director*

Policy Update: Mike Pulsifer and the Steve received feedback from Charlotte Bates of MSMA, who oversees policy. She reviewed Policy Section A and provided recommendations. These will be shared with committee members so policy work can move forward.

Recognition: Congratulations were extended to **Uriah Weeks**, a Deaf student at Cony High School and member of an eSports team that won first place at the state level. He is believed to be the first Deaf student in Maine to win a state championship in this type of program.

Moment of Silence: A moment of silence was held in memory of **Emily Carney**, a 17-year-old student from Washburn who died in a snowmobile accident. The family requested planting a tree in Emily's honor, which will be considered at an upcoming facilities committee meeting.

Resignation: The board received a resignation letter from **Erin Hanson**, a TOD, who accepted a position starting an early childhood special education program in her community. Her resignation includes a 60-day transition period and requires board approval.

6:21pm

VII. **Facilities Report** Dean Flanagin, *Director of Operations*

Greenlaw Building Updates: Recent work at Greenlaw has been successful, including adding a height adjustment to the OT swing to better serve students of varying heights. Custodial staff have been diligent about keeping sand from spreading through hallways during winter conditions.



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FEMA/MEMA Coordination: A second communication occurred with MEMA regarding FEMA funding requests. Information was provided on preventative work completed outside the FEMA scope, including drainage improvements, siding repairs, installation of a rain diverter, and three new exterior doors. A recent wind-driven rainstorm resulted in no leaks, marking a positive milestone for the building.

Future Facility Improvements: Plans are underway to install a half-wall partition in Room G01 to better separate small-group instruction and OT areas, pending contractor scheduling.

Audit Status: The FY24 audit is still pending, while FY25 work is proceeding in parallel. The accountant will review submitted materials with the auditing firm next week, and the goal is to have auditors present at next month's board meeting.

Gateway and Grounds Updates: Gate keypads and fobs are operational, with access codes provided to the Portland Water District for 24/7 access. Sign replacement, erosion control, grass growth, and masonry punch-list items are on hold until spring. Inventory of attic stock (paint, sealants, etc.) will be reviewed to ensure adequate supplies.

New Business

- 6:35pm VIII. **Rebranding and Website Update** - Derek Kimball, *Web and Social Media Manager*
- 7:10pm IX. **Staff Nomination**
Abigail Hopkins, Early Intervention Specialist, effective January 20, 2026.
Dawna **motioned**; Roxanne **seconded**
9 in favor. 0 opposed. 0 abstained
- 7:13pm X. **Announcements** - None
- 7:13pm XI. **Adjournment**
Roxanne **motioned**; Claire **seconded**
9 in favor. 0 opposed. 0 abstained