



## 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 February 6, 2025 Minutes

- 5:34 pm I. **Call to Order and Roll Call of Board Members – Tommy Minch, Chair**  
Roxanne Baker, Lisette Belanger, Jason Bubier, Beth Campbell, Barbara Millios, Tommy Minch, *Chair*, Mike Pulsifer, Liz Seal, Dawna Thorpe, Sandra Wood

Excused: Anna Perna, *Vice Chair*

Also present: Steve Bailey, MSBA, Evah Hellewell, Interpreter, Grace Cooney, Interpreter, Claire Jeffers, Board candidate, Kimberly Matthews, Asst Director SEFS, Dean Flanagin, Dir of Operations, Lori Levesque, Dir of HR, Steve Connolly, Executive Director, Susie Tiggs, Dir of SEFS, Taylor Markie, Kevin Bohlin

- 5:35pm II. **Adjustments to the Agenda**  
Lisette **motioned**; Dawna **seconded**  
**10 in favor. 0 opposed. 0 abstained**

- 5:36pm III. **Motion to Approve the January 2, 2025 Board Minutes**  
Roxanne **motioned**; Liz **seconded**  
**9 in favor. 0 opposed. 1 abstained**

- 5:38pm IV. **Public Comments**  
No comments.

- 5:38pm V. **Executive Director's Report** Steve Connolly, *Executive Director*
- Board member interviews as part of new ED entry plan are complete and Steve is compiling the info
  - Strategic plan - working with CORE & Leadership teams, getting feedback from staff, have identified main themes
  - Reviewing current site-based programs and searching for new sites

- 5:48pm VI. **Facilities Updates** Dean Flanagin, *Director of Operations*
- Carter Hall now completely demolished, Young Hall 75% demolished
  - Trees have been removed in preparation for the new gateway
  - Power lines that went to Young Hall are being rerouted with new poles

- 5:55pm VII. **Review of Parliamentary Procedure** - Steve Bailey, *Executive Director*,  
*Maine School Boards Association*

- 6:35pm VIII. **Committee Reports**
- Policy - Mike Pulsifer, Chair - *Policies first read is tonight*
  - Strategic Planning - Roxanne Baker, Chair - *None*
  - Human Resources - Tommy Minch, Chair - *None*
  - Finance - Tommy Minch, Chair - *Auditor coming to give report next month*
  - Facilities - Liz Seal, Chair - *None*
  - Board Development - Anna Perna, Chair - *Retreat scheduled for March 28-29 in Bangor*
  - Member Recruitment & Retention - Anna Perna, Chair - *2 new members have been*

*confirmed, 3 reinstated*

– Legislative Action - Roxanne Baker, Chair - *Roxanne and Steve have been in touch about this*

– Bylaws - Tommy Minch, Chair - *None*

## **New Business**

### 6:44pm IX. **Policies - 1st Reading**

- AC-R Grievance Procedures for Persons with Disabilities
- AD Educational Philosophy/Mission
- ADA MECDHH/GBSD Board Goals and Objectives
- ADAA MECDHH/GBSD Commitment to Standards for Ethical and Responsible Behavior
- BBA MECDHH/GBSD Board Duties and Responsibilities
- DJH Purchasing and Contracting: Procurement Staff Code of Conduct
- DJH-R Bidding/Purchasing Requirements
- DN "School" Property Disposition
- ECB Pest Management in School Facility or on School Grounds
- EEAEAA Drug and Alcohol Testing of School Bus Drivers
- EEAEAA-R Drug and Alcohol Testing of School Bus Drivers: Administrative Procedure

Lisette **motioned**; Roxanne **seconded**  
**10 in favor. 0 opposed. 0 abstained**  
**Passes without changes**

### 6:58pm X. **Announcements**

- Deaf Night Out for the Superbowl at Stockhouse in Westbrook
- MeAD meeting this Saturday in Lewiston

### 7:06pm XI. **Adjournment to Thursday, March 6, 2025 at 5:30**

Lisette **motioned**; Barbara **seconded**  
**10 in favor. 0 opposed. 0 abstained**