

HARPSWELL COASTAL ACADEMY

BOARD OF DIRECTORS MEETING

November 15, 2017

8 Leavitt Drive, Brunswick

Minutes

Board members present: Ed Harris (presiding), Nancy Andersen, Carrie Branson (non-voting), Eileen Hornor, Cynthia Shelmerdine, Sharon Whitney; Sally Mackenzie via Facetime

Board members absent: David Jean, Ian Poeraatmadja

Faculty and Staff present: Micah Depper

1. Welcome and consent agenda

Ed Harris called the meeting to order at 4:35 pm. The consent agenda (minutes of October Board meeting) was adopted.

2. Public comment

There was no public comment.

3. Charter renewal and contract (Carrie Branson)

The Maine Charter School Commission (MCSC) has unanimously renewed HCA's charter for 5 years. There were some questions about meeting performance indicators, but also acknowledgment that the School has made real progress. Commissioners were open to discussing whether the SAT is an adequate measure, and to the School's plans for monitoring attendance in different ways. In light of an evaluation of the Commission by a representative of the National Association of Charter School Authorizers, MCSC is evaluating performance indicators and the renewal process generally. Negotiations about a new charter contract will take place in the new year.

4. Alternate set of grad requirements (proficiency diploma) for students participating in Region 10 vocational programs (Micah Depper)

HCA has significant dual enrollment with Region 10. Work done there meets HCA's career and technical education standards, among others. However, it takes a lot of time and success is hard to report in Foundry. The School would like to adopt modified graduation requirements in proportion to a student's work at Region 10. There was discussion of what standards might be reduced; examples might be the digital citizenship standard (the only one not state-mandated), one science content area, one social studies area. In each case, the student and family would have a voice, and the decision would be made by the crew leader. The finished proposal will be presented to the Board.

Sally noted that a MDOE proficiency-based education expert is going to be talking with the Council of School Heads about how to achieve equitable access to high-school diplomas.

5. Professional Development, PEPG, Curriculum Mapping (Micah Depper)

PD: Good progress has been made on this year's Big Rocks, including small faculty working groups that meet and then present to full faculty. Faculty reports that PD time is valuable and well allocated. Not all faculty have full understanding of different learning styles, human development, etc. Some informal training is taking place but it may be a bigger focus next year.

PEPG: This is the first year of full implementation of the state-mandated plan: self-evaluation, goal setting, peer observation, Spring conference (with Micah, building leader, two teachers, two community members who could be Board members). The School is on track to achieve peer observations of each faculty member each trimester.

Curriculum mapping: The Division 1 map is complete. Division 2 is working on a plan for teachers to line up experts to be in residence. Faculty has realized a need to cut down the number of offerings, and make a limited number of them annual. The goal is to complete the Division 2 map by the end of second trimester.

Ed will set up an Academic Oversight meeting in next 2 weeks.

6. Truancy Policy and Mandated Reporting Protocol (Carrie Branson)

Carrie presented a Truancy Policy that brings consistency to how HCA deals with this recurring issue. The emphasis, as at other schools, is on developing a better connection with student and family, rather than a punitive approach.

Carrie presented a Mandated Reporting Protocol. The biggest change from past practice is that a building leader must make the official report; a faculty member can also do so in conjunction or separately. This change will enable consistent practice and the keeping of clear records.

The Board will review both proposed policies and vote at the December meeting.

7. Advancement update (Eileen Hornor)

The December event, "Northern Lights," will take place at Flight Deck Brewing, Dec. 12, 6-9 pm. There will be both a live auction and a silent auction. Each Board member must arrange a gift certificate or item for the silent auction.

Board members are urged to think of potential donors to be invited to a dinner in February at Brunswick Inn.

The School has received a major gift from Nat and Bing Brown, to total \$30,000 including a matching element.

8. Finance update (Carrie Branson)

HCA is still waiting for revised numbers from the State.

9. Adjournment

The meeting adjourned at 6:18 pm (moved by Sharon, seconded by Cynthia, unanimously approved).

Respectfully submitted,

Cynthia Shelmerdine, Secretary