



**Draft Minutes HCA Board of Directors Meeting
4:30-6:30 pm**

**June 17, 2020
Zoom**

Present: Board members: Cynthia Shelmerdine, chair, Ed Harris, David Jean, Sally Mackenzie, Barbara Merson, Peggy Muir, Alan Youdsnukis
Scott Barksdale, HOS; Bob Kautz, Executive Director, MCSC; Student Support Teacher Leaders (at various points) Kaitlyn Pulju, Angelina Simmons
Absent: Nancy Anderson, Sue Priest

Cynthia called the meeting to order at 4:35.
Minutes of the May 20th meeting were accepted.

Update from Head of School

Scott described the passage ceremonies for 24 eighth graders. Their final day of school is June 18. Faculty will meet (some on line, others in person) on Friday the 19th.

Hybrid learning: Scott announced that the hybrid learning model for Div 3 was approved by the MCSC on a trial basis. It will be allowed for other students who need to be on-line during the ongoing pandemic.

Scott described how he is planning to set up the trial to collect data on the effectiveness of the model in ensuring equity and access to all students on Div 3. After some questions, Scott said he is open to further discussions about how to ensure the integrity of the trial.

Enrollment figures: The latest enrollment figures are 156 total: 51 in Div 1; 105 in Div 2/3. Eight 5th graders have enrolled. Ed asked about the percentage of students reenrolling in each division. Scott provided that information on June 18th. Scott indicated that HCA usually accepts more students during the summer months.

New hires: Scott announced the names of the new hires:

Mae Applegate, Dean of Students and Studies; Jennifer Allain-Winchester, Special Education Director; Mike Wood, Div2 /3 Special Educator. There is still an open position, special education, at Div 1.

Expeditionary Learning: Scott then described HCA’s partnership with EL Education (Expeditionary Learning) which HCA will begin in the fall. Scott is pleased to be part of a network that mirrors the educational basis on which HCA is founded. EL will provide coaching and support especially with regard to connecting instruction to assessment.

Summer support for students: Kaitlyn described the tiered system in place to provide support for students while academic programming is in place.

Tier 1: monitoring of all students in the summer in terms of needed resources

Tier 2: social work support for students as well as food drop off, as needed

Tier 3: crisis intervention, as needed

She also described the work the school had been doing in the last few weeks in light of the George Floyd killing and the subsequent demonstrations. She said, “We’ve been able to help kids digest the events of the last few weeks. We provided a place for kids to talk about race.”

Angelina provided more details about how the school helped students during the pandemic as well as during the last three weeks. She elaborated on how connected the school was to each student and finding them if they were not “attending” classes. The school helped both students and parents with hot spots if they had no internet access, food, resources for whatever issues they mentioned. She noted how appreciative parents have been because of the support students received.

Finance and Facilities Committee

Budget Update: David said that although we had approved the proposed budget earlier in the spring, we will see an updated budget in late July to approve. The DOE has said budgets do not need to be submitted until mid-August.

Financial policies and procedures: He said that a revision is underway of the school’s policies and procedures document.

Div. 2/3 lease agreement: Dave said the lease agreement with the Cardente’s is not quite ready for a vote. He expects we will vote on the lease at the July meeting.

Academic Oversight Committee

Continuity of learning plan: Ed described the measures the AO will use to gauge the success of the on-line experience this spring and into the fall, specifically attendance and engagement. He went on to urge the leadership team to look at student learning. Alan mentioned the discussions his colleagues are having regarding the volume and quality of work students have produced in this very different environment.

Student and family surveys: Scott presented some charts and graphs to show results of the survey of parents on various items, such as, how effective was on-line learning for your child?

The compilation of data is not complete, but he was pleased with the 33% response rate. Scott indicated that teachers felt Div 1 students were more engaged in learning than the older students. Dave suggested that in the future, surveys distinguish specifically on-line learning from in-class experiences.

Executive Committee

Next year's calendar of board meetings : Cynthia said the Board will continue its third Wednesday of the month meeting schedule, except during school break weeks.(Same time 4:30-6:30.)

September 16
October 21
November 18
January 20
February 24

March 17
April 28
May 19
June 16

Board Self-evaluation: A board self-evaluation will take place on Wednesday July 29th (outside, at Sally's house, 16 McKeen St., Brunswick). Details will follow.

Officers for next year: The officers for next year will continue to be those in their respective roles this year. A "formal" election will be held next year.

Board membership: Cynthia mentioned that Sue Priest is stepping down from the Board because of increased responsibility in her job next year. Ed reminded the Board to continually seek possible new members. (A parent who is interested in learning more about the Board's work had planned to attend tonight's meeting, but her own job interfered with that plan.)

Public Comment: Bob Kautz mentioned two items of interest:

1. From his reading about remote learning, project-based instruction seems to work the best.
2. He mentioned an article in the NYT on Monday that claimed charter schools were "double dipping" when they applied for and received PPP money. He wanted us to realize HCA might get inquiries along this line from the media. Cynthia sent out a message citing the article:

<https://www.nytimes.com/2020/06/15/us/politics/charter-schools-relief-coronavirus.html?searchResultPosition=1>

She said:

For those not at the meeting, Bob just wanted to make sure we were prepared in case local media followed up on the article with questions. I'm glad to say that Scott, Andrew and I had already discussed the article, and we have good talking points in case we have to respond to questions.

In essence, this loan is offered to small businesses and also to not-for-profits--which we are--, who face economic hardship as a result of COVID and want to protect their employees. All schools face rising costs at this time; others can apply to their districts for emergency funds. We don't have that recourse, so It's good that we had this legal option to turn to.

Should anyone approach you with questions, HCA policy is that you refer them to Scott, as Head of School, or me as Board chair.

The meeting adjourned at 6:20 on a motion by Ed, seconded by Peggy.