

MINUTES for HCA Board of Directors Meeting January 15, 2020

Present: Ed Harris, Sue Priest, Nancy Anderson, Alan Youdsnukis, David Jean, Sally Mackenzie, HoltCynthia Shelmerdine, Scott Barksdale, HOS
Absent: Barbara Merson, Peggy Muir

Cynthia called the meeting to order at 4:35 pm.

There was no need to discuss the Consent agenda.

Executive Session pursuant to 1 M.R.S. §405(6)(A) 1 began at 4:37 on a motion by Cynthia, seconded by Ed.

Executive session ended at 5:00 pm on a motion by Nancy, seconded by Sue.

Joined by Deryl Holt, Sped director, and Andrew Smaha, Finance Director at 5:05.

Scott provided an update from the Head of School.

He distributed a two-pager containing HCA's Guiding Principles on one side and highlights of what's going on at each campus on the other side.

He shared comments gleaned from the faculty during their staff development session in answer to the question: What should the BOD appreciate about you as a faculty?

Scott mentioned that enrollment is at 185. Enrollment should be at least 189 to be in compliance with our charter. HCA will invite students from the waiting list to join the school. The enrollment goal for next year is 205. The school is preparing for recruitment that will begin soon.

Deryl discussed IEPs and compliance to them.

Deryl said she hears from the parents if they are concerned about an IEP not being followed. The school is presently undergoing Program Review by DOE.

In order to explain what an IEP is, Deryl said she will bring a redacted one to another BOD meeting.

She said the individual IEP team is responsible for deciding the standards for each student and how they can or will be met.

Deryl left at 5:40

Report from the Finance Committee

David talked about the audit completed by Gibson Leclair. It is our "cleanest audit yet."

He described the four separate reports we get: audit, compliance letter for set of rules, audit communication letter (where we had only two adjustments to make), and another letter describing anything that should be addressed as a result of the audit.

Andrew presented the financial health snapshot covering July 2019-December 2019.

Andrew also provided an annual fund update which has taken in 12K so far. He distributed thank you cards to the BOD and the list of donors so far for BOD members to thank. People with connections to students at HCA were thanked by Janice Thompson.

The BOD decided that the Silent Auction will be held at the Sea Dog in Topsham on Thursday February 13 6-8 pm

Ed reported on the Academic Oversight Committee meeting held just before the holiday break. Portfolios are being done faithfully in Div 1. Some teachers are using them during student led conferences

The Academic Oversight Committee will spend time focused on the Pathways concept and how it could be implemented next year.

Cynthia touched on the items from Executive Committee

BOD will vote next time on a by-laws addition related to BOD email voting.

She mentioned that another possible change might have to do with terms of BOD members.

She will see what other charter schools have in their buy-laws on this topic.

Voting on by-laws will take place at the February 25 meeting.—

There was no public comment

The meeting adjourned at 6:37 on a motion by Nancy; seconded by Cynthia.