

Draft minutes HCA Board of Directors Meeting February 26, 2020
Division 2/3 Brunswick Landing

Present: Nancy Anderson, David Jean Ed Harris, Sally Mackenzie, Margaret Muir, Sue Priest, Cynthia Shelmerdine, Alan Youdsnukis, Scott Barksdale
Barbara Merson arrived at 4:43.

Cynthia called the meeting to order at 4:35pm
The consent agenda (January minutes) was adopted.

Update from Head of School

-Scott first presented the redrafted mission statement and recently developed underpinnings based on feedback from the Charter Commission regarding our previously approved mission statement. A significant addition was sample measures for key notions in the mission statement.

Barbara made a motion to accept the new mission statement. Seconded by Peggy.
Result: 8 votes in favor; one opposed.

-Scott described budget planning for 2020-2021

- HCA needs to add back an administrative position, specifically a Dean of Students. Teacher leaders will still have leadership roles. The Dean of Students will play a colleague role for student support teams and curriculum work. Scott said he feels the school (and he) needs someone with expeditionary learning experience and preferably has 5+years of teaching experience.
- We also will need a special education director next year. Scott would like to hire someone to fill the role on a part time basis and ideally be able to fill another role for the school, e.g., speech and language.
- Furthermore, we need to change the student information system.

Suggestions from board members include:

- Prioritize the budget according to needs and wants.
- Include as many people as possible in the process

Cynthia and Scott announced some grants HCA will receive:
The school has received a 38K grant for technical infrastructure, and
Tier III funding for next year is 20K for professional development related to grades 5-9.

Academic Oversight Committee

Scott provided a program overview and showed how the pathways have been streamlined.

Questions from the board:

- Is there really a distinction between social change and entrepreneurship?
- How are the teachers responding to the pathways notion? Does the school have the capacity to do this?
- Where do students find out about and get guidance on choices? Crew?

Executive Committee

Cynthia presented suggestions to changes in the by-laws

1. **Board or Committee Action Without a Meeting.** Any action that might be taken at a meeting of the Board of Directors or of a committee may also be taken without a meeting if (a) all Directors or committee members are notified in writing of the proposed action, (b) at least three quarters (75%) of the total number of Directors or of the committee members send written consents to the action to be taken, at any time before or after the intended effective date of such action, and (c) the Secretary, committee chair, or his/her designee, receives no written objection to such action from a Director or committee member within forty-eight (48) hours of the notification to the Directors or committee members. Such notifications, consents, and objections shall be filed with the minutes of next Directors' meeting or committee meeting and shall have the same effect as a meeting vote. For the purposes of this section, notifications, consents, and objections may be communicated by regular mail, personal delivery, fax, or electronic mail.

Ed made the motion that we include this statement in our by-laws. Seconded by Sue.
Result: Unanimous acceptance.

2. After considering our needs and the term length language of other charter schools, Nancy made the motion that we change to three three-year consecutive terms for board members. Dave added language to say that members may return to the board after a year off if all parties are agreeable. Barbara seconded the motion.
Result: Unanimous acceptance of this change.

Other items

1. Cynthia reminded members of the Board Training Webinars: 4-5 pm on 3/30, 4/27, 5/18, 6/15 and another date TBA
2. Peggy wrote appreciation notes to Telling Room participations. All members signed the cards Cynthia said she will purchase copies of the Telling Room book for each of the BOD members.
3. HCA participated on Charter School Day
4. The Silent Auction was successful raising \$1,488.
5. Charter Commission complimented Cynthia for board attendance.
6. Peggy suggested sending invitees a tea bag saying that we invite them to stay home and enjoy the tea while they participate in the auction on-line. No need to come out in wintery weather. We'd also enclose one of the stories from the Telling Room book. She said it worked well for a NYC non-profit.
7. Re: Fund-raising ideas: Barbara said she is interested in helping with suggestions after the Maine Jewish Film Festival is over this spring.

No member of the public was present.

The meeting adjourned at 6:25 on a motion by Peggy; seconded by Cynthia.