

# HARPSWELL COASTAL ACADEMY

## BOARD OF DIRECTORS MEETING

February 6, 2019

Division 2/3

### Draft Minutes

#### **Board members in attendance:**

Ed Harris, Vice Chair, presiding  
Cynthia Shelmerdine, Secretary  
Nancy Andersen (left 6:10 pm)  
David Jean, Treasurer  
Alan Yuodsnukis (left 6:10 pm)  
Sue Priest (arrived 4:50 pm)

#### **Board members absent:**

Sally Mackenzie, Chair  
Barbara Merson

#### **Administration:**

Carrie Branson, Executive Director  
Micah Depper

#### **Public:**

Kathleen Hadjaissa (left 4:50 pm)  
Omar Hadjaissa (left 4:50 pm)  
Gibson LeClair reps. Stephen LeClair and Michael McKenney (present 4:55-5:20 pm)

#### **I. Welcome and consent agenda**

Ed called the meeting to order at 4:30 pm. Consent agenda accepted (minutes of December 2018 meeting).

#### **II. Public comment**

Omar and Kathleen Hadjaissa addressed the Board about a concern relating to Special Education. Ed thanked them and said the Board would follow up on their concerns.

#### **III. School updates (Carrie)**

Carrie's ED report covered the following topics:

Facilities repair after burst pipe; working with insurance company. Need updated water filtration systems. Kitchen repairs complete.

Employee update.

Charter Commission meeting:

- draft performance indicator template released; some targets are of serious concern and not achievable; particularly proposed graduation and attendance targets. HCA has sent a response.
- Several bills before the legislature pertain to Charter Schools.
- Adjustments to annual state budget will likely result in reduced Special Education funding.

Division 1 designated a Tier 3 school, triggering a school coach and \$30,000 toward improving this status. Division 2 did not receive this designation, but only because of a technicality. Carrie is working to rectify this problem.

Board approval requested to submit application for a Libra Foundation grant; this would explore the feasibility, advantages and disadvantages of replicating the school. Discussion clarified that such a grant would not involve a commitment to carry out such a plan.

Approval requested. Motion by Alan, seconded by Dave, unanimous approval.

#### **IV. Audit (Gibson LeClair)**

Representatives reviewed the School's financial statement for 2018. They were glad to be able to give a clean unmodified opinion.

#### **V. Revised HCA School Policy Book**

Approval requested. Motion by Cynthia, seconded by Dave, unanimous approval.

#### **VI. Finance (Dave)**

Reviewed current profit and loss statement. We are on track, but do not anticipate real savings this year.

Approval requested for financial report. Motion by Cynthia, seconded by Ed, unanimous approval.

Andrew has begun to look at the long-term picture of needs and wants for Division 2 facilities. Need a committee; Dave willing to serve.

#### **VII. Advancement (Carrie)**

Things are progressing; no big changes at the moment. There will be an event in late May. A friend of the school will join the committee; will help with parents and with planning next year's campaign.

#### **VIII. Academic oversight (Ed)**

The School transcript is being redesigned, to better reflect our standards and policies. The meaning and availability of the 4 on a 1-4 scale of how well standards are being met is still under discussion.

#### **IX. Adjourn**

The meeting was adjourned at 6:30 pm, after a motion by Dave, seconded by Ed.

Respectfully submitted,  
Cynthia Shelmerdine, Secretary