

# HARPSWELL COASTAL ACADEMY

## BOARD OF DIRECTORS MEETING

February 14, 2018

### Draft Minutes

#### **Board Members in Attendance:**

Ed Harris, Vice Chair  
Cynthia Shelmerdine, Secretary  
Nancy Andersen  
Eileen Hornor  
Sharon Whitney

#### **Board Members Absent:**

Sally Mackenzie, Chair  
David Jean  
Ian Poeraatmadja

#### **Administration:**

Carrie Branson, Executive Director

#### **I. Welcome and Call the Meeting to Order**

Ed Harris called the meeting to order at 4:30.

Consent Agenda: The Board unanimously accepted the Consent Agenda (January 24 Board Meeting minutes).

#### **II. School Updates from Executive Director**

Replacement hired for the rest of the year for Special Education teacher who is leaving.  
NWEA testing going on; good participation rate.

Scott Barksdale working on ideas for developing outdoor educational space at the Harpswell campus.

Increase in enrollment from as far away as Lewiston, Lisbon. Preliminary exploration of ways to replicate the HCA instructional model in that area eventually.

#### **III. Advancement Committee**

Andrew's vision for database: weed it out and expand it for Board review. David Jean will write the annual fundraising letter, with focus on specific project needs, e.g. outdoor education leadership, Model UN, Div. 1 farm and garden. Next fall Micah could write the letter, highlighting the new "Pathways" structure.

Celebration at Brunswick Inn on Thursday May 17. Cocktails and hors d'oeuvres; students talking about specific projects; a couple of presentation on programmatic needs for Fall.

There will be tables with specific options and \$\$ needs for each; also suggestions for donating time or expertise as well as \$\$.

More use of social media is planned to get the word out about HCA.

Maybe HCA should have a float in the Memorial Day parade.

\$5000 unrestricted gift received from Elizabeth Childs Foundation.

#### **IV. New Policies**

Carrie presented three revised policies: Suspension and Expulsion of Students; Disciplinary Removal of Students with Disabilities; Mid-Year Enrollment. The policies were unanimously approved by the Board (motion by Nancy, seconded by Sharon).

Eileen left the meeting and discussion continued but no votes were taken in the absence of a quorum.

#### **V. Executive Committee**

Propeller Project: discussion led to sense of meeting that the Board agreed with the EC's recommendation to discontinue involvement in the PP; there was also a sense of the meeting that the remaining funds should be returned to HCA. A vote will be taken next at the March meeting.

Positive mid-year evaluation of Executive Director conducted--the Executive Committee rated Carrie higher in some areas than she did herself. More formal evaluation near the end of the school year, involving a 360 review. The Executive Committee will revise the self- assessment form.

#### **VI. Academic Oversight Committee**

Pathways (probably to be renamed): good discussion about redesign. The idea gained traction of having 3 pathways (Communications / Environmental Studies / Service), with entrepreneurial studies incorporated into each as a skill set, instead of being a 4<sup>th</sup> pathway. Carrie reported that the working group of teachers and leadership met today and agreed this was a good plan.

Micah reported success in improving Math teaching.

#### **VII. Other**

Restorative justice presentation to be on the March Board meeting agenda.  
Positive feedback about leadership at Division I.

#### **VII. Adjourn**

The meeting was adjourned by unanimous vote at 5:50 (motion by Cynthia, seconded by Sharon).

Respectfully submitted,  
Cynthia Shelmerdine, Secretary