

HARPSWELL COASTAL ACADEMY

BOARD OF DIRECTORS MEETING

March 13, 2019

Division 2/3

Draft Minutes

Board members in attendance:

Sally Mackenzie, Chair
Ed Harris, Vice Chair
Cynthia Shelmerdine, Secretary
Nancy Andersen
Alan Yuodsnukis
Sue Priest

Board members absent:

David Jean
Barbara Merson

Administration:

Carrie Branson, Executive Director
Micah Depper, Director of Teaching and Learning
Deryl Holt, Director of Special Education (left after item III)

Public:

Peggy Muir

I. Welcome and consent agenda

Sally called the meeting to order at 4:30 pm. Minutes of February 2019 meeting were removed from consent agenda for two corrections. The amended version was unanimously approved (motion by Cynthia, second by Ed).

II. School updates (Carrie)

Carrie's ED report covered the following topics (see document):

- employment: an additional Ed Tech added.
- Tier 3 identification: this program is on hold until Maine comes to an agreement with the Federal DOE.
- International Students: an enrollment policy is being developed and will be presented to the Board.
- Performance Indicators: see section IV.
- Budget planning: see section VII.

III. Special Education (Deryl)

Overview of Special Education at the School. Most students come with IEPs rather than being referred after they enrol. 33% of students currently qualify for SDI (specially

designed instruction), in a variety of categories, such as autism, specific learning disabilities, health impairments (e.g. ADHD, depression, anxiety, speech and language impairment). Workshops, webinars, etc. recommended to staff for professional development. We are in compliance, but we want more staff to do even better. We are looking into grant possibilities, will check with Voc Rehab. Carrie reviewed the status of state funding for Special Education. Classroom support for non-Special Ed students who might come from local retirees, Big Brother / Big Sister, and the Rotary Club.

IV. Performance indicators (Carrie)

The Charter Commission is standardizing performance indicators for all Charter schools. Carrie reviewed their latest draft with the Board. The Commission has asked for feedback from school Boards, before their early April meeting. HCA pushed back hard on the earlier draft in several areas:

- Academic growth: NWEA growth percentages have been reduced but are still unrealistic.
- Student attendance: unrealistic; at best we can expect to achieve “partially meets.”
- Post-secondary readiness:
 - 4 year high school graduation rate: unrealistic; at best we can expect to achieve “partially meets.” We would like a combined 4, 5, 6 year rate to be considered instead. The 4 year emphasis regrettably incentivizes lowering the bar to get students over it.
 - participation in post-secondary readiness opportunities: the suggestions are exclusively academic; other areas should be added (mentoring, work habits, etc.)
- School climate: Panorama survey: measures only participation rate, and ignores the information elicited.

The financial and sustainability sections are completely new, and we do not yet have an analysis to suggest how we would measure up against the standards.

Action needed: The Board will provide feedback to the Commission. Carrie will consult other Charter schools, and we may provide joint feedback.

V. Charter Schools dinner meeting

All agreed it was a good chance to meet and talk with people from other schools, Commission members and staff, and other attendees. However, we wished that the plan for more disciplined conversation on relevant topics had been carried out, and that the new Commissioner of Education, Pender Makin, had been able to give us more time.

VI. Academic oversight (Ed, Micah)

We are putting together an alumni survey. Micah has been refining the PEPG meeting and that will be a topic at the next meeting.

VII. Finance and Advancement (Carrie)

State funding will be reduced about \$45,000 for next year; \$75,000 if funding for Tier 3 support does not come through (see Section II). Another concern is that it is risky to assume \$80,000 will be available from Advancement efforts. Discussions are ongoing

about budget development and possible areas for reductions. A draft budget will be presented at the April meeting. We discussed the need to get creative about both benefits and fund-raising; a parent with experience will be getting involved with Advancement.

VIII. Board leadership transition (Carrie)

Cynthia will become Board Chair for next year. Ed will continue as Vice-Chair for next year. Sally will remain on the Board for next year. We will need a new Board Secretary.

IX. Adjourn

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

Respectfully submitted,

Cynthia Shelmerdine, Secretary