



## **Minutes of HCA Board of Directors Meeting June 16, 2021**

**Zoom**

Board Members Attending: Cynthia Shelmerdine, Nancy Anderson, David Jean, Sally Mackenzie, Peggy Muir, Ed Harris, Kathy Wilson, David Jean. Absent: Barbara Merson Scott Barksdale, HOS;

### **Cynthia called the meeting to order at 4:34 pm.**

The consent agenda (Minutes of the May 19, 2021 was adopted.

### **Fire Code**

Cynthia described the code violations the town has levied since 2016. The work needed involves materials for walls, electrical work, egress, signage, and emergency lighting.

The architect/designers will do a walk through and describe their sense of what needs to be done between now and the end of August. If they are too busy, Scott has some other possibilities.

### **Update from Head of School**

Scott provided a complete leadership report ahead of the meeting which was much appreciated by board members, so he highlighted just a few items.

- He described the final faculty meeting where staff members marveled at what they were able to do at the end of this challenging year in the way of celebration. He thanked Ed and Peggy for attending the graduation ceremony.
- Scott mentioned the hire of a new Finance and Facilities Director. He comes with lots of experience. He thanked Dave and Barbara for being on the interviewing committee for this position. Scott also mentioned a few other new people for next year. Their bios are already on the website.
- He provided enrollment information and comparisons to previous years. The numbers indicate HCA is on an upward enrollment trajectory. The goal remains what it has been: To have each class contain about 30 students.
- He described the strategic planning process the faculty has been engaged in. He shared the results of the futures protocol and subsequent action planning in the areas of culture, academics, and community involvement. On July 1, the leadership team will further refine the goals and create actionable steps.

- Cynthia commented that it was gratifying to see that the goals didn't contain a lot of new initiatives. Scott said the faculty was in agreement that they needed to double down on things that distinguish the school and ensure that HCA is doing what the mission says it is doing.
- Both reading and writing will be foci this year with an emphasis on different types of texts and different types of writing, i.e., expository, persuasive, and narrative. A renewed emphasis on field work will connect to writing by having students keep journals of their field work experiences. A comprehensive math curriculum will be implemented.
- Scott said that, so far, the spring appeal has garnered about \$5500.

### **Academic Oversight Committee**

Ed said there was a lack of communication about the purpose of the last committee meeting. The BOD members were eager to hear more specifics about the curriculum for next year; Scott thought the meeting was to hear about progress on strategic planning. Members of the committee urged Scott to create some visuals that show the scope and sequence of the curriculum and also a map of how aspects of the curriculum are integrated into a whole experience for students. Peggy suggested a presentation/demonstration (any format, in other words) that shows what a day looks like at Div1, 2, 3 for parents, potential students, and Board members.

### **Executive Committee**

Nancy suggested that we keep the same officers for next year. This is not a time to make big changes. The Board affirmed the slate of officers for next year.

The Board agreed to hold its retreat on August 16. Ed offered to have it at his house. Part of the retreat will involve a board evaluation and the rest will be concerned with the school's strategic plan which the Board must approve. ( The approval is not part of the retreat agenda)

### **Public Comment**

No members of the public were present.

On a motion by Cynthia, seconded by Ed, the Board went in to an **Executive Session** at 6:05 to discuss the Head of School evaluation  
(Executive session, in accordance with Maine Revised Statutes, Title 1, Chapter 13, Section 405.6.A)

On a motion by Cynthia, seconded by Kathy, the executive session ended at 6:20

The final item on the agenda was a vote on the Head of School's salary for next year. Scott had indicated that he felt his salary should remain the same. The Board unanimously voted to give him 3% COL increase.

The meeting adjourned at 6:36