

Maine Learning Innovations

Minutes for a Meeting of the Board of Directors held March 20, 2018

Pursuant to email and public website notices, a meeting of the Board of Maine Learning Innovations was convened in the Maine Virtual Academy offices in Augusta at 2:00 PM. Members attending in person were Donna Madore, Ed Leblanc, and Peter Mills.

Also attending in person were: Jennifer Hight, Melinda Browne, and Fadia Afeneh, and teachers Jennifer Clark, and Chelsea Osgood.

Attending by phone were: health insurance broker Chad Cote from Clark Insurance; MEVA's Jillian Dearborn and teacher Kylie Tudela; K-12's Sarah Berger, Patti Ashley, and Erica Seybert, K-12's Northern Region Academic Director.

Minutes. Minutes for the meeting of February 27, 2018, were unanimously approved.

Insurance

Chad Cote on the phone explained our options for creating a new HRA self-insured health plan and for modifying our HSA plan. Both measures are needed to compensate for ever increasing deductibles and other out-of-pocket expenses that are inevitable in the current deteriorating small group insurance market. He said that our plan design will not change much at renewal on August 1 even though premiums will go up. Beginning next year, our plan year will conform to the calendar year as does the HRA plan we have in mind. In November, the insurers will disclose their plans for the coming year and we can review all coverages again at that time in preparation for 2019.

If teachers wish to enroll a present family member for coverage, they may do so this coming August 1 because this year's renewal at that time is a qualifying event. Jillian will be the point of contact. Chad will schedule a time to meet with all staff and teachers in the near future.

Upon motion by Peter, seconded by Ed, it was unanimously voted to create a Health Reimbursement plan for all full time employees under which each employee with individual coverage under MEVA's Community Health Options plan may receive up to \$3000 in annual benefits and each employee with family coverage may receive up to \$6000 in annual benefits per family. The plan will be effective to reimburse the employee for covered out of pocket expenses under the Community Health Options plan for the deductible and co-insurance charges, but not for co-pays. Coverage under the Health Reimbursement Plan is effective for charges incurred between January 1, 2018, and December 31, 2018. The plan will be administered by Group Dynamics of Falmouth for an estimated annual fee of \$1500.

Upon motion by Peter, seconded by Ed, it was unanimously voted to amend MEVA's Health Savings Account plan to increase the employer contribution from \$100 to \$125 per month (\$1500 annually) for individual coverage and from \$100 to \$167 per month (\$2000 annually) for each family covered by the plan. Payments will be made into the plan, retroactively as necessary, to cover from January through December of 2018.

Finance

Patti has prepared a draft budget for our consideration because the Commission had suggested it. The Board does not need to approve the budget until May 15. Melinda pointed out that the issue of whether we may increase enrollment to 420 students is not likely to be resolved until at least June or July after we have data on student achievement for the current year. Jennifer will check with Tyler at DOE on the budget timeline.

To better manage surplus funds with adequate insurance or collateral, Jennifer recommends a sweep account through Bangor Savings. Upon motion by Donna, seconded by Ed it was unanimously voted to authorize creating a sweep account with Bangor Savings. Upon further motion by Donna, seconded by ED, it was unanimously voted to deposit \$1 million into the sweep account, leaving approximately \$500 thousand in the checking account. This means that we will now have four bank accounts: a savings account with zero balance most of the time, a sweep account, a checking account and a payroll account.

Head of School Report

Melinda reports that Erica Seybert, the Northern Region Academic Director for K-12, has been invited to participate in all of our faculty meetings.

In order to bring our new junior high students up to speed on math, Melinda has asked Keirsten Harte to devote 100% of her time to middle school students. On the phone, Kylie Tudela, who provides Title I support for the middle school, summarized her process for assessing student performance of non-mastered skills.

Jennifer Clark reported on managing the high school science students. The key is to get students started on their projects during class as an incentive to complete them. Students willing and able to work on their own still do so. We test our science students in junior year after they have taken science as freshmen and sophomores. Kristina O'Grady teaches science to the junior high.

We have a perennial problem with getting certain students to do any writing at all, either in English or science. A number of students are falling short in both.

Testing. Fadia reports that there are four upcoming tests in April planned for seven locations.

1. MEA Science for high school juniors;
2. SATs for high school juniors;
3. MEA science for 8th graders; and
4. the MEA English essay and math on the same day for 7th and 8th graders.

Consolidating Special Ed Space

MEVA has now hired our third special ed teacher, Mandi Groth. The three teachers would like to share the office next to Melinda's office so that they may work together in one space and improve confidentiality. To equip the office might cost \$2000 for phone lines and a desk. All three teachers are involved in case management as well teaching and can put the space to good use. IEP meetings are usually held in Melinda's office. Ben Lannen from K12 can help set up the electronics and is presently working on a quote for what we need. Without objection from the Board, Melinda will proceed to implement the plan.

Executive Session

At 3:33 Upon motion by Donna, seconded by Ed, it was unanimously voted to go into executive session under 1 MRSA §405, sub-§6, ¶A to discuss the compensation, employment, and duties of employees of Maine Virtual Academy.

At 4:32 PM, upon motion by Donna, seconded by Ed, it was unanimously voted to come out of executive session and to adjourn.

Respectfully submitted,

Peter Mills, Secretary