

Maine Learning Innovations

Minutes for a Meeting of the Board of Directors held September 19, 2018

Pursuant to email and public website notices, a meeting of the Board of Maine Learning Innovations was convened on September 19, 2018, in the Maine Virtual Academy offices in Augusta at 2:00 PM. Members attending in person were Donna Madore, Ed Leblanc, and Peter Mills. Amy Carlisle attended by phone.

Also attending in person were Melinda Browne, Jennifer Hight, Fadia Afaneh, Jillian Dearborn, and architect George Parker. Also attending by phone from K12 were Patti Ashley, Ben Lannen, Sarah Berger, and Ashley Ego (Northeast Region Data Manager).

Minutes. Upon motion duly seconded, minutes for the meeting of August 14, 2018, were unanimously approved subject to two corrections: inserting Patti Ashley as an attendee and Melinda's name in the Head of School report.

Finance. Jennifer reported that the audit is done and the report is forthcoming. There may be a management comment to the effect that our credit card limit is a little high; but our transaction history seems to justify it. There are no journal entry changes. All reports have been uploaded to Tyler at Maine DOE. At the end of August, we had over \$900,000 in checking which suggests the need for another sweep into our insured account. August and September will show a small loss but we will come back.

Computers. Ben Lannen says we have 14 systems that are past the three year mark and therefore out of warranty. He asked the board to approve replacing 10 of them before the end of this calendar year. \$15,000 should be enough to pay for ten systems with all associated software and attachments. Everyone with an old system will be cycled out. Next year, we will need no more than four or five new systems. We have no back ups at this point. The new hires used up all the spare systems we had on hand. Upon motion by Donna, seconded by Peter, it was unanimously voted to approve buying ten new systems as proposed.

Upon motion by Donna, seconded by Ed, the financial package as a whole was unanimously approved as presented.

Head of School. We recently did the year's first NWEA and are not yet done. Unless the child is in at least the 70th percentile, they are not likely to meet state expectations. NWEA results almost match MEA projections. We will not give the NWEA this winter but focus instead on attendance. With state testing on top of the MEA, the students are fried.

We have received three solid days of Special Ed training and are getting closer to being signed off on the SPED check list. With training nearly done, we should be ready to perform. Adam Fox is our SPED contact. The state is slow to agreeing that we are OK. Donna said the state wants to see results in application.

Fadia reported on enrollment. We have 45 in 7th grade, 53 in 8th, 55 in 9th, 71 in 10th, 82 in 11th, and 87 in 12th for a total of 393, slightly over our 390 allowed cap for October 1.

Architect's discussion. George Parker explained his sketches about options to extend out into the undeveloped areas west of our present space. We are projected to need space for more teachers but no more admin staff. Melinda said that the SPED space has four full time staff and one more part time person at present. If we add just a couple more cubicles, the space will take up to 500 students. Our pupil teacher ratio is 18 to 1. The whole SPED team should be in one large room. We must differentiate between "me" and "we" spaces. Cubicles are the "me" space.

Donna pointed out that she has seen a recent shortage of teachers in central Maine.

Amy said that the Stanford system is looking at teaching booths. If teachers can't use their voices at full volume, that's a problem. We want our teachers to be dynamic.

Peter agreed. We need our teachers to express themselves freely and dynamically.

After extended discussion, it was agreed as follows:

- For now, relieve congestion by making use of space that our landlord has available for us at no cost
- Poll the teachers to get their views on a suitable teaching environment. Needs may vary.
- Have George Parker do a preliminary sketch perhaps using Mike Susi's small office as a model for what may be available for individualized enclosed office space.
- Plan to be ready with new space by August of 2019 before the start of the next school year.

Third Party Evaluation. Sarah Butler Justin is conducting teacher and staff interviews and plans to have her report done this fall. The Commission would like to have it by January.

Gifted & Talented. Alicia Uth would like to do an overnight for GT art students by transporting them to Aroostook County and finding a place to do art together for an extended day or two. It would include 16 students and two teachers, Alicia and Matt. We asked that Alicia develop the plan with more specifics and bring it back for approval.

At 3:53 pm, upon motion by Donna, seconded by Ed, the Board voted unanimously to go into executive session pursuant to 1M RSA §405 for the purpose of discussing the duties and evaluation of appointees and employees of Maine Virtual Academy.

At 4:03 pm, the Board came out of executive session and the meeting was duly adjourned.

Respectfully submitted,

Peter Mills, Secretary