



**APPROVED 5/5/2017**

**Maine Connections Academy, Inc. (MCA)  
MINUTES OF THE BOARD OF DIRECTORS MEETING  
Friday, March 10, 2017 at 9:00 a.m.**

**Held at the following location and via teleconference:  
Portland Marriott at Sable Oaks  
200 Sable Oaks Drive  
South Portland, ME 04106**

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**I. Call to Order and Roll Call**

Ms. Linscott called the meeting to order at 9:05 a.m. when all participants were present and able to hear each other. The meeting was open to the public.

Board Members Present: Amy Linscott, Nick McGee, Carol Weston, John Larouche and Bernice Stockley (in person);

Board Members Joined During Meeting: Amy Volk (via phone and in person);

Guests: Doug Bourget, School Leader; Mardi Krenek, Board Consultant; Bill Nave, EMO Evaluator; Pat Laystrom, Rachel Graver, Amanda Jay, Heather Woodward, Shon Hocker and Megann Arthur, Connections staff (all in person); Heather Neal, Financial Consultant; John Bernier, Audit Firm Representative; Shawn Soltz and Laura Coleman, Connections staff (all via phone).

**II. Public Comment**

There were no comments at this time.

**III. Audit Committee, Committee of the Entire Board**

a. Review and Acceptance of the 2015-2016 School Year Financial Audit Report

Mr. Bernier reviewed the audit report with the Board for the fiscal year ending June 30, 2016, as included in the Board materials. Mr. Bernier highlighted key aspects of the report, and related to the Board that the audit firm indicated no findings; he advised that the report was the best result the school can achieve. Board members discussed the audit report, and expressed their satisfaction with the school and Connections for the results. There being no additional discussion, a motion was made and seconded as follows:

[Ms. Volk joined the meeting via phone at 9:09 a.m.]

RESOLVED, the Audit Report for the fiscal year ending June 30, 2016, as presented, is hereby accepted.

The motion passed unanimously.

[Mr. Bernier left the meeting at 9:13 a.m.]

#### IV. Review and Acceptance of Final EMO Evaluation Report

Dr. Nave reviewed the final Education Management Organization (EMO) Evaluation Report with the Board, as included in the Board materials. He further reviewed the recommendations made by the Maine Charter School Commission (MCSC). The Board discussed the EMO Evaluation in detail, including that it is an annual requirement for MCA and must be reviewed and accepted by the Board. There being no additional discussion, a motion was made and seconded as follows:

RESOLVED, the Final EMO Evaluation Report, as presented, is hereby accepted.

The motion passed unanimously.

[Dr. Nave left the meeting at 9:44 a.m.]

#### V. Routine Business

- a. Approval of Agenda
- b. Approval of Minutes from the February 10, 2017 Board Meeting
- c. Approval of Staffing Report

The Board indicated their intent to consider the Routine Business items together. There being no changes, a motion was made and seconded as follows:

RESOLVED, that the Agenda for the March 10, 2017 Maine Connections Academy Board of Directors Meeting, as presented, is hereby approved.

FURTHER RESOLVED, that the Minutes from the February 10, 2017 Board Meeting, as presented, are hereby approved.

FURTHER RESOLVED, that the Staffing Report, as presented, is hereby approved.

The motions passed unanimously.

#### VI. Oral Reports

- a. School Leader's Report

Mr. Bourget provided the Board with the most up-to-date enrollment numbers, including those that have expressed their intent to return for next school year.

- i. State Testing Update

Mr. Bourget reviewed with the Board the upcoming state testing preparations by school staff.

- ii. Graduation Plans

Mr. Bourget advised the Board of the upcoming high school graduation ceremony and encouraged Board members to attend.

[Ms. Neal left the meeting at 9:54 a.m.]

iii. Winter School Leadership Conference Update

Mr. Bourget reported to the Board on the Winter School Leadership Conference that he recently attended, including professional development initiatives and networking opportunities.

iv. Approval of Revision(s) to the 2017-2018 School Year State Specific School Handbook: Maximum Age to Enroll

Mr. Bourget discussed the revisions to the 2017-2018 School Year State Specific School Handbook: Maximum Age to Enroll and asked the Board whether they had any questions. There being no discussion, a motion was made and seconded as follows:

RESOLVED, that the revisions to the 2017-2018 School Year State Specific School Handbook: Maximum Age to Enroll, as presented, is hereby approved.

The motion passed unanimously.

b. Financial Report

Mr. McGee reviewed the financial report included in the Board Meeting materials, highlighting the budget and forecasting areas of the financial statements. He reviewed the balance sheet and the school's revenue and expense statements with the Board. Mr. McGee further reviewed a proposed grant that would allow the Financial Consultant to work for multiple schools. The Board discussed potential options for the Financial Consultant position.

[Ms. Volk joined the meeting in person at 10:05 a.m.]

i. Review and Approval of Connections Academy of Maine, LLC Invoice for January

Mr. McGee reviewed in detail the January invoice as included in the Board meeting materials. He recommended approval of the invoice pending final review by himself and the Financial Consultant. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Connections Academy of Maine, LLC invoice for January, in the amount of \$280,193.29, as presented, pending the final review and approval of the Financial Consultant and Treasurer, as discussed, is hereby approved.

The motion passed unanimously.

**VII. Information Items**

a. Legislative Update

There was no update at this time.

b. School Leadership Team (PSLT) Update

There was no update at this time.

c. Committee Update(s)

There was no update at this time.

**VIII. Adjournment and Next Regular Meeting – April 7, 2017 at 10:00 a.m.**

Ms. Linscott noted that the Board was at the end of its agenda. The next Board meeting is scheduled for April 7, 2017 at 10:00 a.m. The Board being at the end of its agenda, the meeting was adjourned at 10:08 a.m.