



**APPROVED 08/29/2017**

Maine Connections Academy, Inc. (MCA)  
MINUTES OF THE BOARD OF DIRECTORS SPECIAL MEETING  
Friday, June 30, 2017 at 9:00 a.m.

Held at the following location and via teleconference:  
75 John Roberts Road, Suite 11B  
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, Carol Weston, Bernice Stockley and Amy Volk (via phone);

Board Members Absent: Nick McGee and John Larouche;

Guests: Rachel Graver, Shawn Soltz, Amanda Jay, Heather Woodward, Laura Coleman and Megann Arthur, Connections staff (via phone).

**II. Public Comment**

There were no comments at this time.

**III. Routine Business**

a. Approval of Agenda

Ms. Linscott asked the Board if there were any changes to the Agenda. There being no changes noted, a motion was made and seconded as follows:

RESOLVED, that the Agenda for the June 30, 2017 Maine Connections Academy Board of Directors Special Meeting, as presented, is hereby approved.

The motions passed unanimously.

**IV. EXECUTIVE SESSION: Pursuant to MRSA Title 1, Chapter 13, Section 405-6, discussion of employment, promotion, evaluation, discipline, or resignation of an individual regarding public employment – Financial Consultant**

The Board discussed and agreed they did not need to hold the discussion in Executive Session. This item was tabled.

## V. Action Items

### a. Review and Consideration of Contract with Heather Neal for Financial Services through Final Transition to a New Financial Consultant

Ms. Linscott reviewed the proposed contract with Heather Neal for Financial Services through the final transition to a new financial consultant, as included in the Board meeting materials. Board members present held discussion on the financial services needs for the school, and the time commitment expectations for completion. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the contract with Heather Neal for financial services through the final transition to a new financial consultant, as presented, is hereby approved.

The motion passed unanimously.

### b. Approval of Board President as Board Designee to Work with Connections to Finalize all Documentation Needed to Identify Financial Consultant Candidates for the School

Ms. Linscott presented this item to the Board. The Board discussed the benefits to appointing a Board Designee to work with Connections to finalize all documentation to identify new Financial Consultant candidates for the School and agreed that the Board President would best serve the School and Board in this role. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Board President as Board Designee to Work with Connections to finalize all documentation needed to identify Financial Consultant candidates for the School, as discussed, is hereby approved.

The motion passed unanimously.

[Ms. Volk left the meeting at 9:10 a.m.]

## VI. Information Items

### a. Confirmation of Staff Compensation for the 2017-2018 School Year

Ms. Graver confirmed with the Board their intention during budget adoption was to provide an across the board specific monetary raise to teachers in order to finalize and coordinate compensation letters for next school year. The Board further requested Ms. Graver provide a recent staff resignation letter for their review.

## VII. Adjournment and Next Meeting Date – September 1, 2017 at 10:00 a.m.

Ms. Linscott noted that the Board was at the end of its agenda. The Board expressed a desire to meet on Monday, July 10, 2017 at a time to be determined following the site visit from the Maine Charter Commission. Ms. Arthur will coordinate the meeting via email with the Board. The Board being at the end of its agenda, the meeting was adjourned at 9:19 a.m.