



APPROVED 6/9/14

Maine Connections Academy, Inc. (MCA)
MINUTES OF THE BOARD OF DIRECTORS MEETING
Friday, May 16, 2014 at 11:00 a.m.

Held at the following location and via teleconference:

Larouche & Dyer
5 Community Drive
Augusta, Maine 04330

I. Call to Order and Roll Call

Ms. Volk called the meeting to order at 11:06 a.m. The meeting was open to the public.

Board Members Present: Amy Linscott (in person); Amy Volk, Nick McGee and Julie Hannon (via phone);

Board Members Absent: Carol Weston;

Guests: John Larouche, Board Counsel (in person); Pat Laystrom, Rachel Bailey, Marci Carter, Shawn Soltz, Laura Karns and Heather Woodward, Connections staff (via phone).

II. Routine Business

a. Approval of Agenda

Ms. Volk asked the Board to review the Agenda distributed prior to the meeting. The Board requested to table Action Item (b) Approval of MCA Employee Handbook as the documentation was not available for this meeting and add Action Item: Approval of Facility Location. There being no further changes noted, a motion was made and seconded as follows:

RESOLVED, that the Agenda for the May 16, 2014 Maine Connections Academy, Inc. Board Meeting, as amended, is hereby approved.

The motion passed unanimously.

III. Oral Reports

a. Update on Commission Charter Contract and EPSA with Connections Academy of Maine, LLC

Ms. Volk advised the Board the Charter Contract was signed and that there were no substantive changes.

b. Update on Facility

Mr. McGee provided the Board with an update on the search for a school facility. The Board discussed the advantages to each location discussing the size requirements for the staff, the accessibility for students and staff and projected growth needs.

c. Update on Enrollment and Lottery

Ms. Graver reviewed the enrollment numbers with the Board. She added the lottery process is not needed at this time based on the current enrollment numbers.

d. Update on School Leader Recruitment

Ms. Graver provided the Board with an update on the School Leader recruitment and interview schedule.

e. Update on Pre-Opening Checklist

Ms. Graver reviewed the Pre-Opening Checklist contained in the Board Meeting materials with the Board.

Ms. Laystrom asked the Board if they would be amenable to hearing her update as she would soon need to leave the Board meeting. The Board asked Ms. Laystrom to provide the Board with the legislative update.

Legislative Update

Ms. Laystrom provided the Board with an update on the recent legislative activities in Maine, which may impact the school.

f. Financial Report

i. 2014-2015 Budget Planning

Mr. Soltz reviewed the timeline and process for the 2014-2015 Budget planning.

IV. Consent Items

Ms. Volk asked the Board members whether any items from the Consent Items should be moved to Action Items for discussion, or tabled. There being no items moved, a motion was made and seconded as follows:

RESOLVED, that the Consent Item:

- a. Approval of Minutes from the April 18, 2014 Board Meeting, as presented and subject to review by Board Counsel, is hereby approved.

The motion passed unanimously.

[Ms. Laystrom left the meeting at 12:12 p.m.]

V. Action Items

Approval of Facility

Mr. McGee recommended the Board proceed with Connections to secure a lease on the John Robert's property for the school facility. Ms. Hannon recommended the Route 1, Scarborough school facility location. With the Board having previously discussed the advantages of each property, there was no further discussion; a motion was made and seconded as follows:

RESOLVED, that the Board will work with Connections to finalize a lease at the John Robert's location, as discussed, is hereby approved.

The motion received three (3) affirmative votes by Ms. Volk, Mr. McGee and Ms. Linscott and one (1) vote against the motion by Ms. Hannon.

a. Approval of 2014-2015 School Year State Specific Handbook

Ms. Hannon presented this item to the Board. The Board discussed changing all references to "Break" to "Vacation" and agreed upon this change. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the 2014-2015 School Year State Specific School Handbook, as amended, is hereby approved.

The motion passed unanimously.

b. Approval of MCA Employee Handbook

Ms. Hannon reviewed the progress on the MCA Employee Handbook and recommended tabling the item pending further Board and Board Counsel review. There being no further discussion, this item was tabled.

c. Approval of June Meeting Date

Ms. Woodward reviewed the previously discussed School Leader interview schedule and sought Board input moving the Annual June Board meeting in order to interview potential School Leader candidates prior to the Charter Commission meeting. The Board discussed the interview process and potential Board meeting dates. The Board agreed that the MCA Annual Board Meeting should be rescheduled to be held June 2, 2014 at 8:00 a.m. ET at a location to be determined in Portland, ME. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the MCA Annual Board Meeting scheduled to be held June 2, 2014 at 8:00 a.m. ET., as discussed, is hereby approved.

The motion passed unanimously.

VI. Information Item

a. Legislative Update

This report was given earlier in the meeting.

b. Old Business/New Business

Mr. McGee had a specific National Charter School Conference question that Ms. Woodward will investigate between Board meetings.

VII. Adjournment and Next Meeting – June 2, 2014 at 8:00 a.m. ET

Ms. Volk noted that the Board was at the end of its agenda and that the next meeting was scheduled to be held June 2, 2014 at 8:00 a.m. ET at a location to be determined in Portland, ME. The Board being at the end of its agenda, the meeting was adjourned at 12:40 p.m.