

## Baxter Academy for Technology and Science

### Board of Directors Meeting

Tuesday, June 14, 2022, at Baxter Academy and via Zoom

Present: Patti Oldmixon (chair), Nik Charov (secretary), Ruth Dean, Thorn Dickinson, Simon McGurk, Jana Lapoint

Absent: Peter Montano (treasurer)

Prospective board member: Tristin Oldmixon

Staff: Executive Director Kelli Pryor, Head of School Cicy Po, Vice Principal Mary King, Director of Special Education Laura Parks, CFO Kerry Bush, IT Director Amos Cooper, Compliance Coordinator Tyler Beaulieu, Operations Director Michael Thorp, Outreach Coordinator Jonathan Delorme

#### Agenda item

##### I. General items

**Chair Patti Oldmixon called the meeting to order at 5:36pm, in-person and online via Zoom.**

A. Approval of minutes

**Secretary Nik Charov motioned that the draft minutes from the May 17, 2022, meeting be approved as presented. Ruth Dean seconded, all in favor.**

**Nik motioned that the draft minutes from the June 1, 2022, special meeting, conducted as part of the Executive Director search, be approved as presented. Ruth Dean seconded, all in favor.**

##### II. Finance updates

BA Executive Director Kelli Pryor gave a brief financial synopsis in Treasurer Peter Montano's absence. The year-end wrap-up is underway. As of April 30, the budget was running a \$23k surplus, with \$136k deferred to School Year 2023 to help with the next year's budget. Year-end financials will be presented for review and approval at the next regular board meeting.

### **III. School updates**

#### **A. Maine Charter School Commission monitoring reports**

Kelli explained that data is due by July 8 for the MCSC year-end report, with June 29 as an internal deadline. There is still no resolution on the amendments and clarifications BA has sought for the mid-year report. BA's suggestions for Charter Commission's proposed evaluation framework revision have so far not been incorporated. The new framework represents a substantial expansion of the current framework. The school administration and Board will continue to raise concerns about the proposed changes.

#### **B. Bus incident report**

Kelli recounted the events of last Thursday, June 9. There are ongoing investigations by both law enforcement and the school of a student's actions on the Scarborough bus route. On the way to school, the bus driver noticed suspicious activity and alerted the bus company owner. The owner called the school and the school alerted the police. The bus arrived at the school and was directed to the side of the building, where Director of Special Education Laura Parks and police officers boarded it. A student was found in possession of a tactical vest, AirSoft gun ammunition, and a knife. No firearms were discovered on the bus or in the school. The student was suspended through the end of the school year and due process is being followed; it is a confidential student discipline matter. Kelli commended the swift and thorough response from the bus company, staff, police, and Board. "We are safest when everyone cares enough to say something when they see something." Safety protocols had been previously developed with the Portland Police and Fire Departments; the school saw them in action last week. BA emergency response protocols will be further improved as staff debrief the event and discuss lessons learned.

#### **C. Head of School report**

BA Head of School Cicy Po gave an update on school progress. Step-Up Day was a big success with a packed house. Senior awards, graduation, and underclass awards were as well. Revision Energy founder Phil Coupe's pledge to help take BA 100% solar is being followed up on. Mandarin Chinese teacher Enyue Li received Baxter's Teacher of the Year Award. Grades are due June 16. Parents are encouraged to complete surveys and to reach out to the school administration over the summer to continue to add their voices. Teachers will have professional development opportunities over the summer, including work on a Flex Friday experience for 9th graders in the coming school year. Thorn Dickinson commended Cicy and the staff on an excellent and moving graduation at Merrill Auditorium.

#### D. Employee Handbook revisions

Kelli presented updates to the Employee Handbook. The Employment Relations Section was adjusted to reflect Baxter Educators' Association's Collective Bargaining Agreement with the board. The new language reads: "In the event of a conflict between this Employee Handbook and an applicable collective bargaining agreement, the collective bargaining agreement will control." The other update was the inclusion of Juneteeth among the paid holidays for non-exempt staff members.

**Patti Oldmixon motioned to accept the revisions to the BA Employee Handbook. Ruth Dean seconded, all in favor.**

#### E. Executive Director search

Patti gave an update. The chosen finalist from the spring round of applications withdrew their interest. The search committee is restarting a national search. The next fielded candidates will be interviewed at the end of July.

#### F. Board transitions

**Patti Oldmixon motioned for Thorn Dickinson to commence a second board term through June 2025. Ruth Dean seconded, Thorn recused, all others in favor.**

**Patti introduced Tristin Oldmixon and motioned to add him as a board member. Tristin studied kinesiology and finance at UMaine and is a senior mortgage officer with Bangor Savings Bank. He is also a mentor with Big Brothers and Big Sisters. Ruth Dean seconded, all in favor.**

**Patti motioned to approve the Board officer slate for the coming year: Thorn Dickinson as chair, Ruth Dean as vice chair, Peter Montano as treasurer, Nik Charov as secretary. Tristin Oldmixon seconded, all in favor.**

**Patti's board term is coming to an end this month, but the Executive Director search she is leading is still underway. Thorn Dickinson motioned for Patti Oldmixon to remain as an unpaid consultant to the Board for the duration of the ED search process and onboarding of the new Executive Director. Ruth Dean seconded, Patti recused, all in favor.**

#### IV. Public Comment

A parent requested the Board give an update on the formal complaint they had submitted to the Administration against the student involved in the recent bus incident.

There were no other public comments.

**V. Executive Session**

There was no Executive Session at this meeting.

**Thorn Dickinson motioned to adjourn the meeting at 6:10pm. Ruth seconded, all in favor.**

**Next regular meeting: August 24, 2022**