

**Maine Educational Center for the Deaf and Hard of Hearing  
Governor Baxter School for the Deaf  
School Board Meeting  
Falmouth, Maine  
March 24, 2016**

**Board Present:** Diane St. Lawrence (Chair), Joan Toy (Vice Chair), Jason White, Michelle Ames, Frances Frost, Fran Jacques, David Gaul, Don Miller, Samantha Hebert, John Shattuck

**Board Excused:** Laurel Kelly, Debbie Camire, Roxanne Baker, Taylor Gagnon

**Administration:** David Sherry, John Jones, Angie Bruno, Karen Hopkins, Traci Drake

**I. CALL TO ORDER:** The meeting was called to order at 5:10PM.

**II. ANNOUNCEMENTS:** none

**III. ADJUSTMENTS TO THE AGENDA:** none

**IV. PUBLIC COMMENTS:** none

**V. APPROVAL OF MINUTES – March 3, 2016**

Joan Toy motioned to approve the minutes of March 3, 2016 as amended. Don Miller seconded.

**Vote:            8 in favor            0 opposed    1 abstention (Fran Jacques)**

**VI. Policy Review – 1<sup>st</sup> Readings:**

**- Purchasing and Contracting: Procurement Staff Code of Conduct/File:DJH**

Joan Toy motioned to approve policy DJH in the first reading. Fran Jacques seconded.

**Vote:                            10 in favor                            0 opposed**

**- Reporting Child Abuse and Neglect/File:JLCDA**

Joan Toy motioned to approve policy JLCDA in the first reading. Don Miller seconded.

**Vote:                            10 in favor                            0 opposed**

**VII. ACADEMIC DEPARTMENT BUDGET PROPOSAL:** A review of the academic department was given that included: the department structure,

recent activities, department goals, and budget needs and challenges.

**DINNER/BREAK**

**VIII. EXECUTIVE DIRECTOR'S REPORT:** Some updates:

- Acting Commissioner Beardsley will be visiting on March 31 to look at our facilities
- Also on March 31, DHHS will visit to license the preschool program
- On June 15 will be a Deaf Community Forum
- We had a successful presentation at the national EHDI Conference

Key points of the Executive Director's Report were covered. This report is enclosed and filed in the Executive Director's office.

**IX. COMMITTEE REPORTS AND RECOMMENDATIONS:** The Negotiations and Strategic Planning Committees met. The Strategic Planning Committee reviewed the Language Philosophy which will, in turn, be reviewed by the Deaf Council. The committee also looked at the mission/vision statement and is tasked with revising it to then use it to help develop the Strategic Plan (the goal is to have this in place by September).

**X. EXECUTIVE DIRECTOR SEARCH:**

Joan Toy motioned that the Board establish an ad hoc committee to be charged with reviewing and rewriting the Executive Director job description as well as developing a timeline for the search for the Executive Director. Don Miller seconded.

**Vote:                                  10 in favor                                  0 opposed**

The committee members will be: Diane St. Lawrence, Samantha Hebert, Michelle Ames, Joan Toy and Frances Frost.

**XI. ADJOURNMENT:** Joan Toy motioned to adjourn the meeting at 6:52PM. Don Miller seconded.

**Vote:                                  10 in favor                                  0 opposed**

The meeting was adjourned at 6:52PM.

**Board Approved: April 7, 2016**