



THE MAINE EDUCATIONAL CENTER FOR THE DEAF AND HARD OF HEARING

GOVERNOR BAXTER SCHOOL FOR THE DEAF

One Mackworth Island, Falmouth, ME 04105

Board of Directors Meeting  
June 6, 2024  
Minutes

5:34pm I. **Call to Order and Roll Call of Board Members – Lisette Belanger, Chair**

Roxanne Baker, Lisette Belanger, *Chair*, Jason Bubier, Beth Campbell, Tommy Minch, *Vice Chair*, Mike Pulsifer, Dawna Thorpe, Sandra Wood

**Excused:** Barbara Millios, Anna Perna, Liz Seal

**Also present:** Steve Connolly, Superintendent Consultant; Lori Levesque, Director of HR, Dean Flanagan, Director of Operations; Cathy Lushman, Culture and Longevity Consultant; Kim Spencer, Executive Assistant; Rich Foisy, Information System Support Specialist; David Hillier, Administrative Assistant; Evah Hellewell, Interpreter; Grace Cooney, Interpreter; Amy Richardson, Interpreter; Kevin O'Mara, School Exec Connect; Dan Michaud, Kristen Shorey, Kevin Bohlin, Claire Jeffers, Cathy Glover

5:35pm II. **Adjustments to the Agenda**

"I move to approve the June 6, 2024 agenda without changes."

"I second the motion."

Sandra **motioned**; Dawna **seconded**.

**8 in favor. 0 opposed. 0 abstained.**

5:37pm III. **Motion to Approve the May 2, 2024 Board Meeting Minutes**

"I move to approve the minutes of the May 2, 2024 board meeting with changes."

"I second the motion."

*Add Dan Michaud to the list of people present.*

Beth motioned **motioned**; Sandra **seconded**.

**8 in favor. 0 opposed. 0 abstained.**

5:41pm IV. **Budget & Facilities Update - Dean Flanagan, Director of Operations**

6:14pm V. **Update on Executive Director Search - Kevin O'Mara, School Exec Connect**

6:20pm VI. **Public Comments - Claire Jeffers offered to help get the word out to the state about improvements needed around the campus. She will talk to the PTO.**

**New Business**

6:23pm VII. **Motion to Approve the FY 25 Budget**

"I move to approve the FY 25 Budget of \$11,416,045.00 without changes."

"I second the motion."

Tommy **motioned**; Roxanne **seconded**.

**8 in favor. 0 opposed. 0 abstained.**



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6:30pm VIII **Proposal to Increase the Front Office Receptionist Position From Part-time to Full-time**

“I move to increase the front office receptionist position from part-time to full-time.”

“I second the motion.”

Dawna **motioned**; Roxanne **seconded**.

**8 in favor. 0 opposed. 0 abstained.**

6:32pm IX. **Nominations of Board Officers**

“I move to **nominate** Tommy Minch for Board Chair.”

Jason **motioned**; No one **seconded**.

Tommy **accepted**.

**5 in favor. 0 opposed. 3 abstained.**

“I move to **nominate** Anna Perna for Board Vice Chair.”

“I second the motion.”

Beth **motioned**; Dawna **seconded**.

Anna **accepted**.

**8 in favor. 0 opposed. 0 abstained.**

7:09pm X. **Review of Board Remote Participation Policy**

“I move to review the Board Remote Participation Policy.”

“I second the motion.”

Tommy **motioned**; Sandra **seconded**.

**8 in favor. 0 opposed. 0 abstained.**

7:11pm XI. **Review of Board Bylaws**

“I move to review the Board Bylaws.”

“I second the motion.”

Dawna **motioned**; Jason **seconded**.

**8 in favor. 0 opposed. 0 abstained.**

7:12pm XII. **Approval of 2024-25 School board Calendar**

“I move to approve the 2024-25 School Board Calendar without changes.”

“I second the motion.”

Roxanne **motioned**; Dawna **seconded**.

**8 in favor. 0 opposed. 0 abstained.**



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7:13pm XIII. **Staff Nominations**

“I move to accept the nomination of **Julian Bartlett** for the position of Teacher of the Deaf - Site-Based, effective August 22, 2024 [state with or without changes].”

“I second the motion.”

Tommy **motioned**; Sandra **seconded**.

**8 in favor. 0 opposed. 0 abstained.**

“I move to accept the nomination of **Kim Matthews** for the position of Assistant Director of Statewide Education and Family Services, effective July 1, 2024 [state with or without changes].”

“I second the motion.”

Dawna **motioned**; Roxanne **seconded**.

**7 in favor. 0 opposed. 1 abstained.**

“I move to accept the nomination of **David Hillier** for the position of Information System Support Specialist, effective June 17, 2024 [state with or without changes].”

“I second the motion.”

Sandra **motioned**; Tommy **seconded**.

**6 in favor. 0 opposed. 2 abstained.**

“I move to accept the nomination of **Taylor Markie** for the position of Teacher of the Deaf - Outreach, effective August 22, 2024 [state with or without changes].”

“I second the motion.”

Mike **motioned**; Roxanne **seconded**.

**7 in favor. 0 opposed. 1 abstained.**

7:30pm XIV. **I move to enter Executive Session to discuss the following:**

- Employment of officials/appointees/employees, pursuant to Article 1 M.R.S.A. §405 (6)(A); and,

“I second the motion.”

Tommy **motioned**; No one **seconded**.

**8 in favor. 0 opposed. 0 abstained.**



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I move to extend Steve Connolly's contract with the school until December 31st, 2024 for 30 hours per month, or until an Executive Director is hired.

Mike **motioned**; Roxanne **seconded**.

**8 in favor. 0 opposed. 0 abstained.**

I move to pay Steve Connolly for an additional 10 hours per month retroactively, for a total of 70 hours of pay.

Mike **motioned**; Dawna **seconded**.

**8 in favor. 0 opposed. 0 abstained.**

8:09pm XV. **Announcements** - Our August meeting will be held in Auburn at CMCC - same place as last year. There will be no Zoom option; all will be expected to attend in person.

8:12pm XVI. **Adjournment**

"I move to adjourn to **Thursday, August 1, 2024 at 5:30pm.**"

"I second the motion."

Mike **motioned**; Sandra **seconded**.

**8 in favor. 0 opposed. 0 abstained.**