Maine Learning Innovations

Minutes for a Meeting of the Board of Directors held February 24, 2026

Pursuant to email and public website notices, a virtual meeting of the Board of Maine Learning Innovations was convened on Zoom at 4:00 PM, February 24th, 2026, Board members attending were Donna Pelletier, Stacey Blanchard, Cherieann Harrison, and Susan Walters. Tina Meserve and Scott Richardson were excused A quorum was present.

Attending for Maine Virtual Academy (MEVA) were Melinda Browne, Don Fournier, Christina O'Grady, Chelsea Osgood, Lila Theriault, Jennifer Hight, and Stephanie Emery.

Attending from Stride was Tom Travia.

Opening Items.

Approval of Minutes.

Stacey motioned to approve the minutes of the Maine Virtual Academy (MEVA) Governing Board Business Meeting of January 27th, 2026. Cherieann seconded. All in favor, so moved.

Finance Report.

FY26 Quarter 2 Financials.

FY 26 Quarter 2 Financial Summary
Jennifer Hight, CPA

FY25-26 Quarter 2 Financial Summary: Maine Virtual Academy shows a surplus of $312,899.55 for the six months ended December 31, 2025. Salaries and benefits remain our largest expense. As of December 31, 2025, we are fully staffed with 9.5 Administrative positions and 43 Teachers/Ed-Techs. Our financial audit for FY'25-26 is complete. It was performed by Wipfli and we received an Unqualified Opinion (a "clean opinion"). We are currently working on the budget for FY'26-27 and the challenges around health insurance will be at the forefront of those discussions.

Jennifer provided the board with the financials and a quick overview. Financials are in line with last year. Grants have been paid to MEVA, no payment has been received yet from the Unorganized Territory (EUT). Dr. Browne has shared this insight with the commission and the commission states they will reach out to the EUT.

Cherieann motioned to approve the FY26 Quarter 2 Financials. Susan seconded. All in favor, so moved.

ED279 and Education Unorganized Territories (EUT) funds update.

Jennifer stated that the ED279 funding increased from about $5.5 million last year to $6.0 million this year, an increase of about $496,000. Most of the increase is due to higher student enrollment with the remainder attributed to inflation. The percentage of K–8 students increased back to about 19%, closer to typical levels, this will help the budget with the increase in health insurance costs.

Cherieann asked, with the increase in student enrollment, are we looking to increase teaching staff? Jennifer stated we already have done that. Dr. Browne added, the covid money has allowed us to increase staff ahead of time. As a result, there is plenty of staff to support the increase of students. MEVA's enrollment has now been maximized, so there will likely be no further increases.

FY27 Budgeting Planning Discussion.
Jennifer reported planning has begun for FY 27, the first budget meeting is scheduled for Friday, with additional meetings planned for March and April. A new budget versus actual report is being developed and we are working hard on getting a meaningful one. Jennifer shared her screen with the breakdowns. Jennifer also showed an annual budget, which has not been sent to the board yet, it is being worked on. They are reviewing budget categories to ensure expenses are properly assigned.

The guidance salaries are up, and the regular secretarial salary is way down, which looks off and needs to be reviewed. Otherwise, everything is where we expected.

Jennifer said right now the board has at least what we have compared. In reference to health insurance, Chad Cote (Marsh McLennan) has not answered Jillian about the FY27 healthcare figures yet.

Administration.

Dr. Browne provided the Head of School Report.

SY-2025/2026 Progress

- We are closely monitoring students' performance within their courses. We are trying a new tool, Intelliboard, which works with our Brightspace Platform. Daily updates are provided, including subgroups.
- Students' course performance is a <u>leading indicator</u> of their success, as measured by growth, achievement, and proficiency on school and state assessments. Teams are collaborating to support all students.
- Many thanks to the MEVA board for your continued involvement with the curriculum mapping process.
- Planning includes spring 2026 in-person testing and summer 2026 offerings (typical of previous years).

MEVA is closely monitoring student progress. Dr. Browne thanks the Board in respect to the school's courses looking good. Dr. Browne also reports that we are in progress with in-person testing planning and summer offering selections which is typical to prior years.

Key Components to MEVA's Continuous School Improvement Plan – ESEA Comprehensive Needs Assessment:

- Multi-Tiered System of Supports (MTSS) informed by assessments and teachers' observations: https://resources.finalsite.net/images/v1763144389/mevak12com/esyuv8uvb1qmsztueyfy/MEVAAcademicPlan11142025.pdf.
- Curriculum Maps: https://mva-5033.chalk.com/public and Review Cycle: https://resources.finalsite.net/images/v1765973129/mevak12com/peggcvyfjobaotg6hgtq/ApprovedCurriculumReviewPlanCycle12162025.pdf.
- Professional Learning: https://www.mainevirtualacademy.org/essaesserlau-elresources/meva-professional-learning-pl-meeting-materials.
- Leading Indicator: Students' course performance – daily update.

Dr. Browne – stated, we added to this plan – a leading indicator of student course performance, how are the students doing in various subgroups and across the board. We are trying to use a new tool called Intelli board. This system allows for MEVA to monitor student progress on an individual and overall basis. If we like it and its approved, we will include this into the technology budget.

Donna asked, how long has the new program been used?

Dr. Browne stated, just about a week, it is a brand new.

Susan asked a question relating to Intelliboard; is the system priced by student?

Don Fournier stated, yes Intelliboard is priced by student."

Donna is looking forward to seeing how it goes and what the teacher's perspective will be on this addition.

Dr. Browne reported that this platform works in conjunction with Brightspace and helps to inform the teachers' practices.

Presentation – Enrollment Process Overview
Stephanie Emery presented helpful resource links relating to charter school enrollment requirements.

- Department of Education's – Public Charter School Rules - Chapter 140. To view the rules; https://www.maine.gov/csc/about/laws
- Open Enrollment Timelines for all Charter Schools in Maine: Posted on MCSC's website; https://www.maine.gov/csc/enrollment-opportunities

MEVA is supported and partnered with Stride k12 for enrollment services. Stephanie shared some information surrounding where to find the regulations that charter schools follow pertaining to enrollment procedures. Links shared also included information about Open Enrollment timelines for all charter schools and how lotteries work if one is needed.

Stephanie shared slides demonstrating the parents' view on how to enroll at MEVA. Highlights about the portal include Parents only needing 1 account to manage the enrollment of multiple siblings if needed and a step-by-step progress tracker.

To enroll, parents simply go to the enrollment website which is also linked with the school website https://meva.k12.com/ or https://www.mainevirtualacademy.org/

- Legal guardians submit a declaration of Intent form online.
- The Enrollment Center directs families to the secure enrollment portal to create their accounts.
- Legal Guardians complete the full enrollment applications, submit required documents (proof of residency, proof of Age, immunizations, as examples).
- Enrollment Center provides tech support and walkthrough guidance, answers questions, communicates deadlines, and collaborates with the school team.
- School operational/office staff monitor the process and additionally maintain contact with families.
- Document processors at the enrollment center in collaboration with the school team manage document compliance. The school level operations completes final processing/approvals.

  Overall, this is a comprehensive support system that ensures smooth enrollment from inquiry to final approval for families.

Governance.

A. Second Reading: Updated Title IX Policy and Procedures (AC, ACAA, ACAA-R, ACAB & ACAB-R).
B. Second Reading: EHB/EHB-R Records Retention Policy and Procedure.
C. Second Reading: Financial Records Retention Procedure.
    a. Motion to approve the Financial Records Retention Procedure.
D. Second Reading: GBJ Personnel Records and Files Retention Policy.
E. Second Reading: GBN/GBN R-1 Federal Family and Medical Leave Policy and Procedure.
F. Second Reading: GBO Maine Family Care Leave.

Susan motioned to group policies A through F. Cherieann seconded. All in favor, so moved.

Susan motioned to approve policies A through F. Cherieann seconded. All in favor, so moved.

G. Curriculum Map: MS Art 7.
H. Curriculum Map: MS Art 8.

I. Curriculum Maps: Self-Paced Intro to Art.

Susan motioned to group curriculum maps G through I. Stacey seconded. All in favor, so moved.

Susan motioned to approve curriculum maps G through I. Cherieann seconded. All in favor, so moved.

Public Discussion.

Dr Browne reminded board members that March 17th is the next meeting date, followed by April 28th, and May 19th.

Adjournment.

Stacey motioned to adjourn the board meeting. Donn seconded. The meeting was adjourned at 4:45 pm.

Respectfully Submitted,

Stephanie Emery and Dr. Melinda Browne
Secretary pro tempore