

## **Maine Virtual Academy Governing Board Business Meeting**

Tuesday, December 19<sup>th</sup>, 2023, 3:00 to 5:00 p.m.

Zoom Meeting

Email [mbrowne@mainevirtual.org](mailto:mbrowne@mainevirtual.org) for the Zoom link and password.

Upon request (via email), the public may access the meeting (virtually) at the MEVA Suite 230, 6 East Chestnut Street, Augusta (a staffed location). Please email [mbrowne@mainevirtual.org](mailto:mbrowne@mainevirtual.org) for more information and to request accommodations.

### **AGENDA**

- I. Opening Items.**
  - A. Call to Order: Roll Call.
  - B. Approval of Minutes.
    - a. Motion to approve the minutes of the Maine Virtual Academy (MEVA) Governing Board Business Meeting of November 21<sup>st</sup>, 2023.
- II. Finance.**
  - A. FY23 Audit presentation – Wiplfi, LLP.
    - a. Motion to approve the FY23 Audit Report.
- III. Administration.**
  - A. Head of School Report – Dr. Melinda Browne.
    - a. SY 2023/24 Progress.
    - b. SY 2023/24 Mid-Year & SY 2024/25 Enrollment.
- IV. Governance.**
  - A. Faculty Sick Time and Administrative Vacation Carry Over Procedures.
    - a. Motion to approve faculty sick time and administrative vacation carry over procedure.
  - B. Updated Employee Handbook.
    - a. Motion to approve the updated Employee Handbook.
  - C. Acknowledge MEVA Approved Governing Board Policies and LAU Plan posted on the school’s websites.
  - D. SY 2024/25 Calendar.
    - a. Motion to approve the SY 2024/25 Calendar.
- V. Resignations and Retirements**
  - A. Holly Chapdelaine, English Teacher.
- VI. Nominations of Professional Staff**
  - A. Holly Russell, English Support Teacher.
- VII. Public Discussion.**
- VIII. Adjournment.**
  - A. Motion to adjourn.