

Maine Learning Innovations

Minutes for a Meeting of the Board of Directors held May 17, 2022

Pursuant to email and public website notices, a virtual meeting of the Board of Maine Learning Innovations was convened on Zoom at 2:00 PM, May 17, 2022. Board members attending were Donna Pelletier, Ed LeBlanc, Nicholas “Nick” Gannon, Peter Mills, and Stacey Blanchard. Amy Carlisle was excused.

Attending from MEVA were Melinda Browne, Donald Fournier, Christina O'Grady, Stephanie Emery, Jillian Dearborn, Nicole Taylor, Lena Vitagliano, and Jennifer Hight.

Attending from Stride was Todd McIntire.

Minutes. Nick motioned to approve minutes for the April 26, 2022, governing board meeting. Peter seconded, all in favor, so moved.

Finance.

FY23 Budget.

Jennifer Hight shared some highlights of the FY23 budget: Payroll was 68% of the budget, which was typical; \$85K for student computer set aside funds; \$570K for Stride, Inc. fees; five (5) additional staff members; and a large inflation rate. Donna made the point that the \$85K for purchasing/replacing student computers supported MEVA's three-year financial planning efforts. Jennifer noted that increased health insurance expenses (Anthem) were unknown for the coming year.

Nick motioned to approve the FY23 Budget. Stacey seconded, all in favor, so moved.

Stacey motioned to approve the recommended FY23 faculty compensation increase of three percent (3%). Ed seconded, all in favor, so moved.

FY22 Q3 Finance Report.

Jennifer reported that MEVA had a \$47K surplus for the FY22 third quarter. Jennifer was working with the new Grants4ME program to submit reimbursement invoices for Title I (ESEA) expenses. Jennifer noted that the state's processing time was slow. MEVA had a lot of Covid grant funding remaining. MEVA was planning to determine additional expenditures and allocate federal relief funding accordingly. Donna asked about where MEVA stood with the billing from related services providers/contractors. Dr. Browne reported that one of MEVA's related services contractors, EBS Healthcare, was purchased by The Stepping-Stones Group (SSG) during the fall '21. This caused delays in their invoicing. Lena Vitagliano had followed up with the company directly and collected outstanding invoices. Dr. Browne signed some checks to EBS/SSG last week, and more invoices were expected to come in this week.

Nick motioned to approve the Q3 Financials. Ed seconded, all in favor, so moved.

Administration.

Dr. Melinda Browne presented the Head of School Report.

SY 2021/22 Progress Report.

Spring NWEA Participation as of May 16, 2022.

- NWEA make-up testing continues. Our current NWEA participation is as follows:

- Math – 93%.
- Reading – 93%.
- Language Usage – 90%.
- We need 7 more students to complete their math and reading tests and 15 more students to complete their language test to reach 95%.

MEVA reviewed preliminary Spring NWEA data, and posed the following questions:

- How are we doing compared to last year? How does the current fall-to-spring period compare to winter-to-spring?
- Have we turned the corner on the pandemic?
- What evidence do we have that the new platforms and support-teacher additions are improving outcomes?

MEVA identified NWEA trends utilizing three measures:

- School Conditional Growth Index.
- Percentage of students who met their projected growth targets.
- Median Student Conditional Growth Index. 50th indicates that the median student met their growth target.
- We examined math, reading, and language usage for fall-to-spring and winter-to-spring periods.

MEVA summarized preliminary outcomes through the lens of the three measures.

SY2021/2022 Fall to Spring.

- Math
- Grade, School CGP, % Met, Median Student CGP. *Prior Year in ()s.*
- 7, 99th (15th), 75% (49%), 71st (42nd). *Three out of three improved.*
- 8, 41st (57th), 58% (50%), 65th (48th). *Two out of three improved.*
- 9, 71st (96th), 61% (77%), 53rd (67th). *None.*
- 10, 18th (27th), 51% (45%), 48th (42nd). *Two out of three improved.*
- 11, 73rd (34th), 54% (48%), 57th (44th). *Three out of three improved.*

SY2021/2022 Winter to Spring.

- Math
- Grade, School CGP, % Met, Student Median CGP. *Prior Year in ()s.*
- 7, 99th (2nd), 75% (41%), 86th (38th). *Three out of three improved.*
- 8, 70th (76th), 51% (53%), 51st (60th). *None.*
- 9, 86th (98th), 56% (55%), 56th (57th). *One out of three improved.*
- 10, 35th (1st), 49% (51%), 41st (48th). *One out of three improved.*
- 11, 99th (2nd), 60% (50%), 59th (49th). *Three out of three improved.*

SY2021/2022 Fall to Spring.

- Reading
- Grade, School CGP, % Met, Student Median CGP. *Prior Year in ()s.*
- 7, 97th (3rd), 58% (48%), 64th (40th). *Three out of three improved.*
- 8, 7th (1st), 44% (42%), 46th (39th). *Three out of three improved.*
- 9, 22nd (6th), 50% (38%), 57th (40th). *Three out of three improved.*
- 10, 10th (2nd), 42% (37%), 46th (44th). *Three out of three improved.*
- 11, 6th (1st), 33% (32%), 35th (34th). *Three out of three improved.*

SY2021/2022 Winter to Spring.

- Reading
- Grade, School CGP, % Met, Student Median CGP. *Prior Year in ()s.*
- 7, 82nd (74th), 55% (61%), 55th (60th). *One out of three improved.*
- 8, 1st (77th), 61% (47%), 61st (37th). *Two out of three improved.*
- 9, 99th (1st), 65% (39%), 70th (36th). *Three out of three improved.*
- 10, 55th (1st), 53% (38%), 59th (37th). *Three out of three improved.*
- 11, 95th (1st), 51% (36%), 51st (42nd). *Three out of three improved.*

SY2021/2022 Fall to Spring.

- Language Usage
- Grade, School CGP, % Met, Student Median CGP. *Prior Year in ()s.*
- 7, 17th (1st), 59% (36%), 55th (24th). *Three out of three improved.*
- 8, 94th (21st), 47% (51%), 48th (50th). *Two out of three improved.*
- 9, 84th (71st), 56% (52%), 58th (55th). *Three out of three improved.*
- 10, 87th (18th), 53% (43%), 57th (43rd). *Three out of three improved.*
- 11, 19th (10th), 40% (38%), 43rd (43rd). *Two out of three improved.*

SY2021/2022 Winter to Spring.

- Language Usage
- Grade, School CGP, % Met, Student Median CGP. *Prior Year in ()s.*
- 7, 99th (1st), 61% (39%), 61st (35th). *Three out of three improved.*
- 8, 1st (17th), 44% (43%), 41st (36th). *Two out of three improved.*
- 9, 98th (93rd), 58% (61%), 61st (64th). *One out of three improved.*
- 10, 85th (44th), 62% (50%), 64th (52nd). *Three out of three improved.*
- 11, 1st (99th), 47% (60%), 47th (59th). *None.*

MEVA observed the following SY2021/2022 NWEA Trends:

- Seventh grade math students attained the best growth results for both fall-to-spring and winter-to-spring periods.
- Students showed the strongest improvement in math for the fall-to-spring period.
- Students showed the most year-over-year improvement in reading for both fall-to-spring and winter-to-spring periods.
- Students made a strong improvement in language usage for fall-to-spring, second only to reading for the same period.
- Students gained in all three subjects compared to the prior year.
- Trends suggest that we have turned the corner on the pandemic.
- Our winter-to-spring results indicate that the MEVA platform and expanded faculty are now fully up and running and facilitating improved outcomes.

MEVA was administering the Panorama Survey in accordance with its Maine Charter School Commission (MCSC) Performance Framework. To date participation was as follows and was on track to achieve the targets.

- Student – 60% (236/393).
- Family – 30% (98/327).
- Teacher/Staff – 95% (52/55).
- *Student Target = 65%.*
- *Family Target = 40%.*
- *Faculty Target = 70%.*

Teacher Evaluation System.

Dr. Browne shared information surrounding Chapter 508, which required the evaluation of teachers, and applied to charter schools.

MEVA's implementation of Chapter 508: Educator Effectiveness.

- Regular teacher evaluations.
- Multiple measures of effectiveness.
- Opportunity to respond.
- Opportunities for professional growth.
- MEVA's at will employment.
- Periodic review of the plan.
- Training for evaluators.

MEVA evaluated all teachers/support teachers annually to provide consistent feedback and to keep pace with programmatic developments. Evaluations included course feedback, standards alignment, curriculum mapping, and so forth. The Kim Marshall Rubrics were utilized for the standards of professional practice. Dr. Browne reported that Don (General Education) and Lena (Special Education) prepared teacher evaluations for their departments. Evaluations provided opportunities to identify areas that needed growth and allowed for periodic plan review. Evaluations were expected to be completed by the end of the school year. Don and Lena shared their processes for evaluating teachers, with the focus on professional growth. Lena stated that the special education department was using a self-rating scale and a leadership rating scale. Don Fournier mentioned that teachers had the opportunity to reflect at the beginning of the school year, on establishing professional goals, and teachers had opportunity to respond as a part of this evaluation process.

SY 2021/22 & SY2022/23 Enrollment.

Enrollment update as of 5/17/22:

52 students approved.

23 applications in progress.

2 outstanding seat offers.

Dr. Browne reported that enrollment and re-registration were on target and ahead of projections.

Governance.

Long Term Strategic and Financial Planning.

Dr. Browne presented an overview of MEVA's Strategic Plan Priorities

- Teacher/Co-Teacher Development – We are developing teachers/co-teachers throughout the school year via weekly process improvement meetings, department meetings, and training on standards alignment, curriculum mapping, and data-driven instruction.
- NWEAs – We aim to test all students in grades 7-11, three times during the year, in math, reading, and language usage.
- Individual Learning Plans (ILPs) – We individualize each student's programming to facilitate their postsecondary transition aspirations/goals.
- Summer Programming – We offer summer courses and enrichment every school year (beginning during summer 2016).

- Career/College Readiness – We prepare students for entering the workforce and/or continuing their education after graduating from high school.
- Technology Improvements – Facilitating access to virtual education is a high priority.
- Service and Support to Students and Families – We work to provide a high-quality virtual learning experience; “customer” service is important.

The Strategic Plan was a requirement of the Charter Commission and part of the annual monitoring process. MEVA maintained its priorities daily. Donna stated that the Strategic Plan aligned with MEVA’s Mission. Dr. Browne said that the plan needed to be reviewed annually in conjunction with the budget approval process.

Nick motioned to approve the MEVA Strategic Plan. Ed seconded, all in favor, so moved.

ESSER Compliance.

Dr. Browne shared an overview of the ESSER funds. The grants required MEVA to maintain an ESSER Continuity of Education Plan and an ESSER Use of Funds Plan. The board reviewed these plans every six (6) months. The last board review was December ’21. This was an opportunity for the board to provide feedback on the plans. The Maine Department of Education required the URL links of the plans to be shared with them for to state/federal compliance purposes. Both the ESSER Continuity of Education Plan and an ESSER Use of Funds Plan were posted on the MEVA websites with that last review date noted. Donna stated that board members could review the plans and provide any feedback to Dr. Browne directly.

MEVA MDOE Required Policies:

Nick motioned to group Section 4D, a-e, MEVA MDOE Required Policies. Peter seconded, all in favor, so moved.

Nick motioned to approve a – e, MEVA MDOE Required Policies:

- a. GCFFB Recruiting and Hiring of Administrative Staff.
- b. GCFFB-R Recruiting and Hiring of Administrative Staff Administrative Procedure
- c. GCI Professional Staff Development.
- d. GCOA Supervision and Evaluation of Professional Staff.
- e. GCOC Evaluation of Administrative Staff.

Peter seconded, all in favor, so moved.

Board Training Platform Update.

Donna reported that nothing additional was added to the platform since the last meeting.

Head of School Evaluation.

Donna sent the evaluation feedback form to board members on May 3rd; feedback was due by May 27th to the board chair. The board planned to discuss and present evaluation results to Dr. Browne before the end of June.

Donna said that the annual Board Self Evaluation was planned to set up goals for the coming year.

Public Discussion. None.

Adjournment. Nick motioned to adjourn. Donna seconded, all in favor, so moved. The meeting was adjourned at 2:57 pm.

Respectfully Submitted,

Stephanie Emery and Melinda Browne
Secretary pro tempore