

Maine Learning Innovations

Minutes for a Meeting of the Board of Directors held March 15, 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, March 15, 2022. Board members attending were Donna Pelletier, Nicholas “Nick” Gannon, Peter Mills, and Stacey Blanchard. Amy Carlisle and Ed LeBlanc were excused.

Attending from MEVA were Melinda Browne, Donald Fournier, Christina O'Grady, Stephanie Emery, Mehry Mohammadi, Jillian Dearborn, and Chelsea Osgood.

Attending from Stride were Todd McIntire, and Wei Wang.

Minutes. Nick motioned to approve minutes for the February 15, 2022, governing board meeting. Peter seconded, all in favor, so moved.

Finance. Melinda reported that a workshop was conducted on March 10, 2022, to draft the FY23 budget. Donna, Nick, Jennifer, Jillian, and Melinda attended. Donna thanked the attendees for their participation. The first-draft budget looked strong, and the second workshop was planned for April 28, 2022, at 8am.

By then, MEVA should have more information from ESEA, Local Entitlement, and MDOE regarding funding. There is no indication at this time that any changes would be made to the preliminary FY23 ED279. ESEA (Title) and Local Entitlement allocations will be announced by the end of April. MEVA should have updated information, along with an FY23 budget ready for approval, by the May 17, 2022, board meeting.

Administration. Melinda presented the Head of School Report. Melinda noted that MEVA had assembled NWEA longitudinal data, as directed by the Maine Charter School Commission and MEVA governing board.

MEVA Longitudinal Data – 2020 Renewal.

- MEVA is administering the Fall, Winter, and Spring NWEA Math, Reading, and Language Usage to students in grades 7, 8, 9, 10 & 11.
- During SY2020/2021 & 2021/2022, we are attaining 95%+ participation.
- Students' longitudinal data are compiled and analyzed, grouping students by enrollment year.
- Instructional mapping and aligning courses/lessons to standards are high priority projects.
- MEVA is utilizing Chalk to organize vertical and horizontal curriculum maps of the Maine Learning Results.

NWEA Longitudinal Data was grouped and graphed, with trend lines, as follows.

- 6 Year Students - Started in 2016 as 7th Graders now Seniors.
- 5 Year Students - Started in 2017 as 7th Graders now Juniors.
- 5 Year Students - Started in 2017 as 8th Graders now Seniors.
- 4 Year Students - Started in 2018 as 7th Graders now Sophomores.
- 4 Year Students - Started in 2018 as 8th Graders now Juniors.
- 4 Year Students - Started in 2018 as 9th Graders now Seniors.
- 3 Year Students - Started in 2019 as 7th Graders now Freshmen.
- 3 Year Students - Started in 2019 as 8th Graders now Sophomores.
- 3 Year Students - Started in 2019 as 9th Graders now Juniors.
- 3 Year Students - Started in 2019 as 10th Graders now Seniors.
- 2 Year Students - Started in 2020.

Melinda reported that the MDOE will likely continue using NWEA Assessments (for the English and Math Maine Educational Assessment) thru 2024. In 2025 the assessment platform may change.

Peter said that it would be good to share our longitudinal data with the Education Committee, Legislature, etc. to show MEVA's progress. Peter noted that it was good to share the strengths and weaknesses of the school, showing MEVA's areas of improvements and the areas we are working on. Peter made the point that it would be important to look at how we compare to other charter schools and local districts.

Melinda committed to sending copies of the Longitudinal Data/Graphs to Peter Mills and the board.

Melinda reports that MEVA continues work on aligning curriculum to standards. We are also improving students' access to virtual education by building confidence, providing extra supports, conducting regular team meetings with students and parents/Learning Coaches. MEVA is observing improved student engagement, and retention because of our efforts.

Chalk is an integrated platform for curriculum and lesson planning. How Chalk will be used:

- Curriculum maps will be created for every course offered at MEVA
- The curriculum maps will be populated with the standards and assessments that teachers are currently using, this will be completed by the end of the summer.
- Teachers will have the opportunity to edit the maps and make changes as their curriculum evolves each year.

Christina O'Grady presents Chalk as a database to store instructional maps. MEVA has 83 current maps. Continuous work on standards alignment will be fully uploaded within Chalk soon. Pacing guides being developed within Chalk will take some time to develop.

Donna asks if MEVA will we make mapping-pacing accessible to parents? Christina's answer is 'yes', we can make them available. Stacey noted that Chalk looked easy to follow, which was great.

Melinda reported that MEVA is planning to utilize the following products in SY2022/2023:

- Brightspace Performance Plus - Performance Plus upgrade provides the ability to review student specific metrics in live- real time.
- Bongo.
- Zoom.
- Class.
- Accelerate.
- SAVVAS (MS English only).
- PearDeck.
- IXL - renewal being reviewed for SY23.
- Virtual Job Shadow.
- Prodigy, BrainPop, and McGraw Hill.
- Newsela (new).
- Flocabulary (new).
- Edpuzzle (new).

- Turnitin.
- Goal Book (special education).
- Chalk (curriculum mapping).
- EDMS.
- Infinite Campus.
- SchoolPointe/Finalsite.

MEVA is planning the Summer 2022 Session, preliminary list of teachers/subjects being offered:

- HS English – Holly Chapdelaine & Lauren Lugden.
- HS Math – Gayle Langis.
- HS Science – Christina O’Grady.
- HS Social Studies – Colleen Ford.
- HS Art – Lyndsey Bosk.
- MS English – Lauren Sroka & Jan White.
- Extended School Year (ESY) – Kim Clark & Jason Iannone (is willing to pitch in where needed, including course development).
- Course Development: Carlotta Thompson; Carla Hamilton (June); Kelli Boucher; Beth Reed; Vanessa Richardson; Alicia Uth; Anthony Barletta; Nicole Taylor; Stephanie Martitz.

Donna asked if MEVA would offer MS Math in the Summer program. Melinda said that we can, although MS Math skills are strong. If needed, Gayle Langis who is doing HS Summer Math could also do middle school. Donna asked if there was a minimum number of students required to conduct the courses. Melinda replied that we do not have a minimum number designated. However, it was anticipated that we will have ten (10) or more students per course.

Stacey requested that MEVA offer student clubs during the summer, in addition to courses.

Teachers will continue to work on Course Development through the summer. Faculty meetings will be held each week during the summer session for teachers working throughout.

Enrollment Updates:

- Total Current Enrollment: 402 students, minus seniors not needing to return 54, equals 348 students eligible to return.
- Total Registering: 276/348; 80% returning (target 85%+).
- Total Not-Registering: 13/348 non-seniors, (4%).
- Status Unknowns: 52/348 non-seniors, (15%).
- Total Re-Registration Response Rate: 289/348 (83%).
- As of 3/14, there were 4 students approved for fall, 28 students actively working on their applications, and 24 students who have been offered seats and have not started their applications yet.

Stacey mentioned it was helpful getting a phone call regarding Re-Registration.

Governance.

Employee Handbook: Melinda presented the updated Employee Handbook that includes current benefits information and minor revisions to verbiage about school holidays and employment of relatives (removal

of the line preventing relatives from having the same supervisor and adding Juneteenth to the holiday list). Nick motioned to approve the updated Employee Handbook. Peter seconded, all in favor, so moved.

MEVA FY23 New Teacher Hiring Scale: Donna reported that the New Teacher Hiring Scale was developed. Nick motioned to approve the MEVA FY23 New Teacher Hiring Scale. Stacey seconded., all in favor, so moved.

MEVA MDOE Required Policies:

Nick motioned to group A-F MEVA MDOE Required Policies. Peter seconded, all in favor, so moved.

Nick motioned to approve A- F MEVA MDOE Required Policies:

- A. Motion to approve ADF Commitment to Learning Results
- B. Motion to approve BBA School Board Powers and Responsibilities
- C. Motion to approve BCB Board Member Conflict of Interest
- D. Motion to approve BCC Nepotism
- E. Motion to approve DJH Purchasing and Contracting: Procurement Staff Code of Conduct
- F. Motion to approve DN School Properties Disposition

Peter seconded, all in favor, so moved.

Board Training Platform Update;

Donna informed the board that the Charter Commission had assigned the EPIC Center Board training. Board members received an email to sign into training.

Donna said that each board member needed copies of the Charter Contract, School's Bylaws, and Maine Charter School laws/rules, to inform their training.

Melinda committed to sending copies of the required documents to board members.

Donna will add training updates to future board agendas to discuss trainings and any needs.

Public Discussion. None.

Adjournment. Nick motioned to adjourn. Stacey seconded, all in favor, so moved. The meeting was adjourned at 2:58 pm.

Respectfully Submitted,

Stephanie Emery and Melinda Browne
Secretary pro tempore