

## Maine Virtual Academy Governing Board Meeting Minutes

Tuesday, December 15, 2015  
2:00 to 4:00 p.m.6 East Chestnut St., Suite 230  
Augusta, Maine 04330

### I. Opening Item

#### A. Roll Call:

Attendance: Amy Carlisle, Kevin Pomerleau, Peter Mills, and Ginny Smith

Others in Attendance: Jessie Thoman, David Jenkins, Jennifer Hight, and Sarah Berger

#### B. Approval of Minutes: November 17, 2015

Peter made a motion to approve the minutes and Ginny seconded the motion. Vote-unanimous.

### II. Adjustments to the Agenda

#### A. Will the Board accept the resignation of Alan Casavant from the Maine Virtual Academy Board of Directors?

Peter made a motion to accept the resignation and Ginny seconded the motion. Vote-unanimous.

B. Introduction of Katy Wormwood and report of support plans: Katy Wormwood  
Katie explained the *FAST* (Family Academic Support Team) program and how we are using it at MEVA. She shared some stories about the situations that she has had some success with and just what the process looks like from start to finish. Each student has “back on Track” plan to help them become successful in school. The FAST program is a pilot program that MEVA has been fortunate to be part of.

### III. Operations

#### A. Program manager’s report: Jessie Thoman

Jessie talked about the data that she provided to the Commission after the 90 day review.

#### B. CEO report: Beth Lorigan

##### 1. Review of the 90 Day visit from the Commission

Beth reported on the 90 day review. The Board shared their thoughts about the review and the data provided to the Commission.

##### 2. Plans for spring electives

MEVA is already in the process of signing students up for semester two. We have registered 23 students with UMFK in online courses provided through Rural U. We are partnering with UMFK and are looking forward to providing this opportunity to our students. We are finalizing the list of electives and will have students signed up and ready to go from the first day of semester two.

##### 3. Status of student ILP development

Teachers continue to work on ILP’s. It has been difficult to contact and meet with all of their students and families, but they are persisting and plan to be completed soon.

#### C. Report from Policy Committee and Finance Committees: No formal reports; each subject was discussed as part of the governance and finance reports

#### IV. Governance

- A. Approval of Policies and Procedures
  - 1. Immunization of Students
  - 2. Vision and Hearing Screening
  - 3. Administration of Medication to Students
  - 4. Public Complaint Policy
  - 5. PLCCS-Professional Learning Community Certification System

Each of the policies above is required of MEVA by the Charter Commission and or the Maine Department of Education. Ginny Smith made a motion to accept the policies. Peter Mills seconded the motion. Vote-unanimous

#### V. Finance

- A. Finance report: Jennifer Hight and David Jenkins

David walked the board through the November/year to date financials and said that MEVA is doing well financially. There was discussion about the finances.

#### VI. Outreach

Beth has been working with Snow Pond to build a partnership with them for the future.

#### VII. Public Discussion

None

#### VIII. Adjournment:

Amy Carlisle made a motion to adjourn the meeting at 4:00 P.M. Peter Mills seconded the motion. Vote-unanimous.