

Baxter Academy board meeting minutes

November 19, 2024

In attendance: Ruth Dean, Dan Strader, Justin Richards, Kathleen de Silva, Jana LaPoint, Nik Charov.

Absent: Dan Mickool, April Theberge

Staff: Anna Klein-Christie, Cicy Poe, Laura Parks, Alex Waters

1. **The meeting was called to order by Ruth Dean at 6:02 PM in-person and on Zoom.**
2. **Ruth Dean motioned to approve the previous board meeting's minutes, with no changes. Nik Charov seconded, all present in favor.**
3. The board heard the report by the Board Development Committee, delivered by Justin Richards and Kathleen de Silva. The year-end appeal is underway and includes an annual report that highlights school achievements and some Flex Friday projects. Some appeal letters are targeted at project-aligned donors. An e-mail will go out on November 20th; two weeks later will be the paper mailing. Kathleen previewed an upcoming MPBN event at the Public Market that she and Anna will attend. Anna mentioned the new Girls Who Code partnership and also reported that annual fund progress through October 31st has \$23,537 raised, 26% of the \$90,000 goal. In grantwriting, we are waiting for some proposals to come in and also are looking at new opportunities with Bangor Savings Bank for a \$15,000 proposal and a national charter schools funder. Also a sponsorship pitch to Bran and Isaacson, the school's legal counsel.
4. Cicy Po gave the School Report. Flex Friday projects are off and running, with successful pitch days and showcases. Laura Parks reported that the Special Ed population is more engaged in Flex Friday. The class of 2028 initiated a Culture Day, which highlighted the different backgrounds of the student body. There was a hilarious Dress Like a Teacher Day. School town halls on Zoom have included talent exhibitions and other updates. Cicy highlighted the Boys and Girls Club Collaboration, which includes kitchen science. Phil Coupe from Revision Energy is helping to design a new energy / electricity / electronics curriculum. The chess team is going to the National Championships outside of Washington, DC, on the first weekend of December.
5. Regarding enrollment, the target for the class of 2029 is 100. Here is the enrollment calendar:

December 1st: next year's application opens

December 12th: open house

January 22nd: prospective student day

February 21st: regular enrollment closes

February 26th: lottery day

6. Baxter Academy received its monitoring report from the charter Commission today. The board will review and discuss it more at the december meeting.
7. There will be additional policies to review and approve in the coming months.
8. Regarding board development, the school is looking at the Maine Association of Nonprofits list of board-interested citizens and also setting up an Advisory Board for those not yet ready to join as full board members.
9. Public comment: Parents and a student raised comments and questions about the service animal policy approval and service dog trainee opportunity.
10. **At 6:50 PM, Ruth Dean motioned to enter Executive Session for the purposes of discussing personnel matters, Jana LaPoint seconded, all in favor.** The board exited executive session at 7:00 PM. No actions were taken.
11. **Motion to adjourn at 7:00 PM by Ruth Dean, seconded by Jana LaPoint, all in favor.**