

Maine Learning Innovations

Minutes for the Annual Meeting of the Board of Directors held on September 16th, 2025.

Pursuant to email and public website notices, a virtual annual meeting of the Board of Maine Learning Innovations was convened on Zoom at 4:00 PM, September 16th, 2025. Board members attending were Donna Pelletier, Stacey Blanchard, Cherieann Harrison, Tina Meserve, and Susan Walters. Board member candidate Scott Richardson attended and was voted in as a member at the meeting. A quorum was present.

Attending for Maine Virtual Academy (MEVA) were Melinda Browne, Don Fournier, Christina O'Grady, Chelsea Osgood, and Stephanie Emery.

Attending from Stride was Tom Travia.

Opening Items.

Approval of Minutes.

Susan motioned to approve the minutes of the Maine Virtual Academy (MEVA) Governing Board Business Meeting of August 19th, 2025. Stacey seconded. All in favor, so moved.

Election of Maine Learning Innovations Directors

Slate of Maine Learning Innovations Directors:

- Stacey Blanchard, Secretary.
- Cherieann Harrison, Member.
- Tina Meserve, Member.
- Donna Pelletier, President-Chair.
- Scott Richardson, Member.
- Susan Walters, Treasurer.

Cherieann motioned to approve the slate of members. Susan seconded. All in favor, so moved.

Finance Report.

Dr. Browne gave a concise finance update:

- Per Jennifer Hight: The update on the audit is that as of last Friday we had provided everything they had asked for. We are now waiting to hear from them.
- The FY25 Audit will be presented by Wiplfli at the November or December board meeting.
- The FY26 Quarter 1 Financials will be presented at the November board meeting.

Dr. Browne noted that MEVA's finances were going well, in accordance with the FY26 budget.

Administration.

Dr. Melinda Browne presented the Head of School Report.

SY-2025/2026 Progress:

- School Year 2025/2026 began with two weeks of faculty training, prior to the first student day (August 25th).
- We are maintaining our focus on faculty professional development. We host weekly Professional Learning Meetings: <https://www.mainevirtualacademy.org/essaesserlau-elresources/meva-professional-learning-pl-meeting-materials>
- We have formed our SY-2025/2026 curriculum mapping committee.
- We plan to have the Consumer Math map ready for the October meeting.
- Our Consumer Math teacher is presenting at the October meeting. This is the first of regular teacher presentations at governing board meetings during the year.

SY-2025/2026 Timeline of Curriculum Maps for governing board approval during FY26:

Course Name	Committee Review	Committee Approval	Board Review
Consumer Math	September 9/24 (Tentative)	October 10/8 (Tentative)	October Board Meeting
Oceanography	October 10/8 (Tentative)	November 11/5 (Tentative)	November Board Meeting
Spanish I	October 10/8 (Tentative)	November 11/5 (Tentative)	November Board Meeting
Early/Late Medieval History	October 10/8 (Tentative)	November 11/5 (Tentative)	November Board Meeting
Maine History	November 11/5 (Tentative)	December 12/3 (Tentative)	December Board Meeting
SP MS Physical Education	November 11/5 (Tentative)	December 12/3 (Tentative)	December Board Meeting
Spanish II	December 12/3 (Tentative)	January 1/6 (Tentative)	January Board Meeting
7 Art	January 1/6 (Tentative)	February 2/3 (Tentative)	February Board Meeting
8 Art	January 1/6 (Tentative)	February 2/3 (Tentative)	February Board Meeting
Intro to Art	January 1/6 (Tentative)	February 2/3 (Tentative)	February Board Meeting
Contemporary Art	February 2/3 (Tentative)	March 3/3 (Tentative)	March Board Meeting
Photography	February 2/3 (Tentative)	March 3/3 (Tentative)	March Board Meeting
Digital Art	February 2/3 (Tentative)	March 3/3 (Tentative)	March Board Meeting
Marine Biology	February 2/3 (Tentative)	March 3/3 (Tentative)	March Board Meeting

MEVA Enrollment – September 12, 2025:

Enrollment numbers:

GRADE	New	Returning	Grand Total	Working on Apps	Seat Offers	New Interest/Waitlist
7	24		24	2	11	0
8	34	37	71	2	9	7
9	39	21	60	8	10	0
10	41	64	105	2	9	29
11	26	98	124	1	2	57
12	29	83	112	2	9	10
Grand Total	193	303	496	17	50	103

Special Education Numbers;

GRADE	New	Returning	Grand Total
7	7		7
8	9	10	19
9	8	8	16
10	11	15	26
11	6	25	31
12	8	16	24
Grand Total	49	74	123

MEVA Heat Map by Maine County (September 12, 2025):

- Androscoggin – 46.
- Aroostook – 41.
- Cumberland – 58.
- Franklin – 23.
- Hancock – 6.
- Kennebec – 55.
- Knox – 15.
- Lincoln – 9.
- Oxford – 25.
- Penobscot – 83.
- Piscataquis – 13.
- Sagadahoc – 13.
- Somerset – 33.
- Waldo – 11.
- Washington – 6.
- York – 59.
- Grand Total – 496.

Governance.

Second Reading: GCSA – Employee Computers. Second Reading: GCSA-R – Employee Computers and Internet Use Rules. Second Reading: IJNDD – Artificial Intelligence Use, and IJNDD-R – Guidance on the use of Artificial Intelligence. These were grouped at the previous board meeting for ease of approvals.

Cherieann motioned to approve the group of GCSA through IJNDD-R. Susan seconded. All in favor, so moved.

JKAA Use of Physical Restraint and Seclusion Policy, in accordance to Maine law.

Susan motioned to approve the update of the JKAA Use of Physical Restraint and Seclusion Policy, in accordance to Maine law. Cherieann seconded. All in favor, so moved.

JKAA-R Restraint and Seclusion Procedure.

Stacey motioned to confirm the board's review of JKAA-R Restraint and Seclusion Procedure. Susan seconded. All in favor, so moved.

Stacey said that she assumed in person assessment venues have their own policies as well. Dr. Browne agreed. MEVA utilized (mostly) other educational facilities for in-person testing and they have their own protocols like MEVA does. Tina clarified stating that MEVA must follow MEVA policies, regardless to other facilities being used or leased. It was the same as any school district whether it is during or after school, or at other places who have their own policies.

Updated Child Find Policy in accordance with Maine law.

Stacey motioned to approve updated Child Find Policy in accordance with Maine law. Cherieann seconded. All in favor, so moved.

Federal Grant Management handbook provided by the MDOE.

Cherieann motioned to approve/adopt the new Federal Grant Management handbook provided by the MDOE. Susan seconded. All in favor, so moved.

Dr. Browne reported that this is the first time that MEVA has been asked to complete the IDEA grant audit/monitoring. Dr. Browne mentioned that the handbook was given to us as a template for the school's use. MEVA is essentially following their standard guidelines in the manual. Tina asked for clarity if the template came from the state. Dr. Browne confirmed, yes, and we did basic personalization. However, the majority was defined by the laws and requirements.

Proposed SY-2025/2026 MEVA Governing Board Goals:

- **Goal #1** In order to improve school performance, the board will develop a curriculum review schedule by December, 2025.

- **Goal #2** In order to improve school performance, the board will review/ and/or update policies at a minimum every 5 years.
- **Goal #3** In order to support MEVA administration and improve school performance, the board will expand the diversity of the board by June, 2026.

Cherieann motioned to approve the MEVA governing board goals for 25-26. Stacey seconded. All in favor, so moved.

Tina said that the board worked on these goals in a workshop.

Review FY 26 certificate of liability insurance (includes board, school, and cyber insurance).

Dr. Browne said that the board expressed an interest in wanting to review MEVA's general liability insurance coverage. MEVA was required to submit the certification of insurance to the Maine Charter School Commission (MCSC) before we begin every school year. MEVA's insurance was renewed annually, and it included cyber insurance coverage.

Tina asked if MEVA's liability was different than a brick-and-mortar school. Dr. Browne said it is likely not as extensive as brick and mortar because we do not have everything they have, such lunch programs, transportation, sports, and so forth. Our insurance provider evaluated MEVA's risk and determined the policy. Dr. Browne committed to sharing MEVA's certificate of liability insurance with the board annually.

SY-2025/2026 Board Training Requirement:

Dr. Browne reported that the Maine Charter School Commission (MCSC) changed the requirement for board trainings and now the board only needed to do one (1) training per year, and this counted towards the training requirement.

MEVA used the Vector Training Solutions platform, which is a library and repository of the school's training compliances.

Public Discussion.

Dr. Browne committed to informing the Maine Charter School Commission (MCSC) about MEVA's new board member Scott Richardson.

Adjournment.

Cherieann Harrison moved to adjourn the meeting. Tina seconded. The board meeting was adjourned at 4:49 pm.

Respectfully Submitted,

Stephanie Emery and Dr. Melinda Browne, Secretary pro tempore.