

## **MINUTES**

### **BANGOR SCHOOL COMMITTEE REGULAR MEETING via ZOOM 7:00 p.m., Wednesday, March 25, 2020**

**School Committee Members present: Chair Warren Caruso, Vice Chair Timothy Surette, John Hiatt, Marwa Hassanien, Marlene Susi, Sue Sorg, and Carin Sychterz.**

**A. 1 & 2. The meeting was called to order at 7:00 p.m. by Chair Caruso, and the Pledge of Allegiance followed.**

**B. Superintendent Webb requested to amend the agenda to add D.2.b. COVID-19 Update.**

**By roll call vote, VOTED 7-0 to amend as requested.**

**D. 1. a. Superintendent Webb reviewed and recommended receipt of the First Reading of the FY21 Budget in the amount of \$50,425,474. Superintendent Webb reviewed the 11 budget categories and explained the continuing moving parts. She shared there would be adjustments before the second reading. Specific adjustments include: other revenues, School Committee liability insurance, health insurance, and diesel expenses.**

**Categories as follows for the first reading:**

<b>Regular instruction</b>	<b>\$22,183,005</b>	
<b>Special Education</b>	<b>\$ 9,450,685</b>	
<b>CTE Instruction</b>	<b>\$ 0</b>	<b>*Now funded through the State directly</b>
<b>Other Instruction</b>	<b>\$ 1,518,371</b>	
<b>Student and Staff Support</b>	<b>\$ 4,469,444</b>	
<b>System Administration</b>	<b>\$ 1,303,123</b>	
<b>School Administration</b>	<b>\$ 2,740,886</b>	
<b>Transportation</b>	<b>\$ 1,980,000</b>	
<b>Facilities Maintenance</b>	<b>\$ 5,200,101</b>	
<b>Debt Service</b>	<b>\$ 1,410,000</b>	
<b>All other expenditures</b>	<b>\$ 169,859</b>	

**Members asked questions and made comments about the proposed budget.**

**By roll call vote, VOTED 7-0 to receive the first reading of the FY 21 budget as presented.**

**D. 2. a. Superintendent Webb reported the following retirement(s):**

<b>Lisa Lunn</b>	<b>Occupational Therapist</b>	<b>Districtwide</b>
<b>Anne Mourkas</b>	<b>Grade 6 Teacher</b>	<b>James F. Doughty School</b>
<b>Leah Russell</b>	<b>American Sign Language</b>	<b>Bangor High School</b>

**b. Superintendent provided an update on the Bangor School Department's plans of managing schools during COVID-19 distancing.**

E. 1. a. 1-2. By roll call vote, VOTED 7-0 to approve the Minutes of the March 11, 2020 Regular School Committee Meeting and the March 16, 2020 Special Emergency Committee Meeting.

b. 1. Superintendent Webb recommended approval of the January 2020 Financial Report.

By roll call vote, VOTED 7-0 to approve the report as presented.

c. 1. a. Superintendent Webb recommended for Committee Approval and election the following Administrator nominee for Continuing Contract from July 1, 2020 to June 30, 2022:

Zachary Ellis                      Assistant Principal                      William S. Cohen School

By roll call vote, VOTED 7-0 to approve the nomination as presented.

F. 1. Member Hiatt shared the UTC Board is not meeting at this time.

Member Susi congratulated the retirees and thanked them for their service to the Bangor School Department.

Member Surette asked if our meetings would continue with ZOOM.

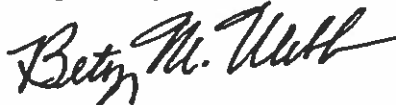
Member Hiatt wished everyone well and encouraged people to follow the CDC guidelines.

Member Hassanien asked who oversees the workshop with the City Council and the School Committee and would there be an agenda.

Chair Caruso thanked the leadership and staff for their work to provide remote learning. He noted the strength of the community and that we would get through this together.

J. Meeting adjourned at 8:41 p.m.

Respectfully submitted,



Betsy M. Webb, Ed.D.  
Superintendent of Schools

**Wednesday, March 18, 2020**  
**Board of Directors Meeting - 7:00 p.m.**  
**Hampden Academy and on Google Meet**

The Regional School Unit No. 22 Board of Directors met at Hampden Academy and through Google Meet on Wednesday, March 18, 2020. Board Chair Karen Hawkes called the meeting to order at 7:00 p.m. Directors present were: Faye Anderson, Jim Baines, John Coggeshall, Jayne Dyer, Rob Frank, Lester French, Sarah Gass, Allan Gordon, Jr., Jessica Hamilton, Karen Hawkes, John Holmes, Tania Jean-Jacques, Anthony Liberatore, DMD, Heath Miller, and Mary Anne Royal.

Olivia Ferriter was excused.

**II. Persons Desiring to Address the Board**

None.

**III. Discuss the components of current alternative school learning environment.**

Superintendent Lyons shared that the last three days in the district have been truly phenomenal. He congratulated all district staff who have worked so admirably.

The Penquis Regional Superintendents will be meeting on Thursday to discuss extended school closing dates.

School Nutrition Director Kathy Kittridge spoke to the delivery of 500+ meals to district students on Monday through Wednesday. She is prepared to send 700 on Thursday, per requests. 17 food service staff are working at Hampden Academy to accomplish this. Her department will do the best they can for the weekend. 1,500 meals may not be feasible.

Faye Anderson asked how it is determined who gets the meals? Any child in the district can have a meal free. The district will receive reimbursement of \$2 for breakfast, \$4 for lunch from USDA. There is no charge to families. Parents do not need to be present when food is delivered. Some were left today by the door, but most parents were home.

Assistant Superintendent Nickels will put this information in her next letter to parents.

Jim Baines asked if utilizing full size buses was necessary. Mrs. Nickels said that space is needed to deliver the large bins and boxes. John T. Cyr Bus Company has been a wonderful partner during this; the bus drivers are helpful and knowledgeable of students and routes.

Mrs. Anderson asked what type of food was delivered. Breakfast is cereal, fruit milk. Lunch is a sandwich, fruit, vegetable and milk.

McGraw School Principal Kristin Briggs reported that the McGraw family has worked great together, creating take home learning packets (THL) and books. They all rode buses and delivered. She thanked Hampden Academy and the central office for help with copying. It has been a rewarding experience, and the students were very appreciative.

Mrs. Anderson asked how the books would be returned. Some will be returned, but the students may also keep them. Some have been purchased especially for this.

Weatherbee School Principal Jen Cyr gave kudos to her staff for their work and the way they have utilized technology. Students are their number one concern: delivering the work and having contact. Chromebooks are being signed out, everyone should have access. Students will also receive three letters over the weeks from teachers and specialists.

Smith School Principal Dawn Moore reported that the Smith team has been amazing. No complaints have been received. Teachers have contacted parents, and students are excited with this new way of learning. Bus delivery has been positive and parents were appreciative. Teachers have call-in hours, if parents need.

Wagner Middle School Principal Don Roux reported that parents are still picking up computers for student use at home. The teaching staff has delivered lessons. Some are meeting electronically with students and doing lessons together. Right now, it is new and exciting to students.

Mrs. Anderson asked what percentage of students do not have technology. Only three students are without at this time.

Reeds Brook Middle School Principal Susan Thibedeau spoke to the connectivity issue. 96% of students have internet access. She has sent packets home to those who do not, it is about 20 students. She commended her teachers for their teamwork and ingenuity. She has been very impressed at how they are putting students' social emotional needs first. To provide enrichment, arts teachers are posting activities. The entire staff is trying to support parents. Each teacher also has a "support group" of 15-20 students who they check in with daily.

Mrs. Anderson asked about students with Individualized Educational Programs (IEPs). Educational technicians are helping to support these students with extra home contact.

Hampden Academy Principal Bill Tracy reported that the Academy utilizes Google Classroom with all grades. He is hearing success stories. Teachers are instructing differently - some with daily lessons and some with assignment due weekly. He has been flooded with emails on what is working, and other ideas that are out there. There is a big push to make it personal. Being connected is important for social/emotional well being. He feels that students are getting support. Friday, March 20 Inservice will discuss what percentage of students have not engaged.

Assistant Principal Nick Raymond noted their amazing support staff: custodians, nutrition workers who are doing great jobs behind the scenes.

Assistant Principal/Athletic Director Fred Lower announced the Maine Principals Association has put a ban on all spring athletics for now. They will start on April 27.

Special Services Director Lynne Wells agreed with principals. Special Education teachers are utilizing both online and phone contact, and checking in daily with students. She has heard comments that students are excited. IEP meetings are being done by phone. She is waiting for more complete guidance from the Maine Department of Education, but things have started really well.

Assistant Director Mary Ellen Seymour is pleased with teacher performance. They are expressing that students love hearing from them.

Mrs. Anderson asked about students receiving speech and occupational therapies. Specialists are working with these students and reaching out to parents, sending home activity packets. Tardiff Physical Therapy is open for physical therapy. All services are being met.

School Health Coordinator Brittany Layman reported that the State of Maine confirms 42 cases of COVID-19. She has met with Mrs. Nickels concerning next steps, employee safety. She asked the Board not to underestimate where it is going. Nursing staff will reach out to fragile students.

The Weekend Backpack Program is being coordinated with the Hampden food cupboard.

Gifted and Talented Coordinator Carol Kiesman informed that teachers have been uploading assignments in Google Classroom, and preparing hard copy packets, which were delivered. The Gifted and Talented teachers have made contact with each student.

Assistant Superintendent Nickels shared that the way the district has pulled together is phenomenal; the level of unity is amazing.

Logistically we need to assure that technology is available. A policy on access is needed, (use of YouTube, for example). This topic will come to the Policy Committee.

She commended district employees working on meal production and delivery. We are making a difference in food insecurity in our district.

Community communication has been very strong.

Superintendent Lyons reported that a daily memo from Mrs. Nickes is sent to all staff. She also addresses questions being submitted on a Google form. Over 100 questions have been submitted thus far, and ten or so are answered per night, in the effort of full transparency.

Jayne Dyer asked if long-term substitutes will still be employed. Some will, some will not, depending on assignment.

John Holmes shared a large concern he's heard regarding employees coming in to work if they are compromised. Can they get paid if they do not come in?

Superintendent Lyons replied that sick or personal leave may be used, as well as vacation leave if they have it. Educational technicians have 13 options for earning.

Holmes stated that Bangor and other school districts are paying whether the employee is working or not.

Tania Jean-Jacques asked if hourly employees could collect unemployment? Yes, and health care coverage will remain intact.

Curriculum Director Mary Giard expressed appreciation and awe for district administrators, teachers, and food service personnel. She has worked with District Instructional Coach Sue O'Brien and teacher Amanda Grove to prepare a folder with resources for teachers. She will also have professional development options for teachers/educational technicians to take courses, participate in a book study, etc.

Faye Anderson requested that Mrs. Nickels send her daily memo to the Board.

Tania Jean-Jacques asked if remote work is available to educational technicians? Principal Roux replied that ed techs touch base daily with special needs students and those not connecting virtually. They are working flex time hours. Wagner Math Tutor Sadie Libby has reached out to students with virtual tutoring lessons.

Faye Anderson asked if a list of websites has been given to parents? Not yet. Getting teachers and students set up. Sending home survival kits.

Chair Hawkes thanked all involved for their incredible work which has made the Board so proud.

Mary Anne Royal asked how the district social workers were being utilized. Principal Tracy stated that Guidance still meets with students. Although the biggest concern is academic, social emotional well-being and connectivity is highly important.

Chair Hawkes asked about referrals to guidance. Principal Cyr noted guidance counselors doing daily check-ins to see how students are doing; they are keeping data on this.

#### **XIV. Other Business**

A. To see what action, if any, the Board wishes to take on business required by items that are part of this agenda.

Chair Hawkes asked if there was any information on how this time will affect the end of the school year. Superintendent Lyons advised that the Maine Department of Education should waive those days.

Superintendent Lyons asked that if the decision needs to be made for remote learning through April 17, would the Board allow him and Assistant Superintendent Nickels to decide, or will the Board make that decision?

Dyer moved, Baines seconded, to give Superintendent Lyons and Assistant Superintendent Nickels authority to extend remote learning to April 17, or to remain as it is now.

Mrs. Nickels advised that Penquis Superintendents were advising no return to school until April 27.

Dyer withdrew the original motion, and moved to give the Superintendent and Assistant Superintendent authority to change the date for school return to whatever date Penquis Superintendents decide on; Baines seconded, and the Board voted unanimously to approve.

Superintendent Lyons expressed a sincere thank you, especially to Mrs. Nickels. Assistant Superintendent Nickels gave thanks to the district leadership team.

#### **XV. Adjourn**

The meeting adjourned at 8:25 p.m.

Respectfully submitted,

Richard A. Lyons  
Superintendent of Schools



**SYNOPSIS OF AGENDA ITEMS**  
**REGULAR MEETING**  
**Monday, March 2, 2020**  
**6:00 pm**  
**Brewer High School Lecture Hall**

**A. The meeting was called to order at \_\_\_\_\_ PM by Chairman Forrest.**

**B. Pledge of Allegiance**

**C. Public Comment**

**D. Adjustments to Agenda**

Addition of New Business, Item J.3 revision of ICA Policy School Calendar 2020-2021

**E. Presentations/Awards**

1. Girls Indoor Track & Field Class B 2020 State Champions
2. Allyson Barnard and Sarah Estes - Overview of PBIS

**F. Minutes (action required)**

1. Regular meeting minutes of February 3, 2020
2. Special meeting minutes of February 10, 2020

**G. Personnel (action required)**

1. Resignation(s)
  1. Nicholas Arthers, BHS Physical Education Teacher resigned effective August 31, 2020.
  2. Kathy Crawford - Grade 2 teacher at Brewer Community School effective end of the 2020 school year for the purpose of retirement. Kathy has served as a Reading Recovery Teacher, Kindergarten, First and Second Grade Teacher for the Brewer School Department for 13 years. Kathy was hired on September 1, 2007. We thank her for her dedicated service to the Brewer and wish her all the best in her retirement.

**H. Reports**

1. United Technologies Center - Mr. Canders
2. Southern Penobscot Regional Program for Children with Exceptionalities - Mr. Boyes
3. Student Representatives - Ms. Philbrick and Ms. Cattan
4. Trustees - Ms. Small
5. Administration

**A. Superintendent of Schools - Mr. Palmer**

1. Superintendent Staff Appointments/Resignations 2019-2020
  - (a) Brittany McAllister - Ed Tech I effective March 16, 2020 (AB replacement)
  - (b) Adam Lufkin and Dan Juilli - BHS Track Assistant Coaches Spring 2020
  - (c) Aaron Smith - BCS "B" Baseball Coach Spring 2020
  - (d) Nancy Snowdeal - BCS "A" Softball Coach Spring 2020
  - (e) Lisa Jordan - BCS Bus Monitor effective February 24, 2020
  - (f) Karen Cole resigned as BCS Bus Monitor on February 14, 2020

2. Enrollment Numbers (enclosure)

3. Non-Monetary Donations to report as received:

(a) Donation of a used CNC Router Table (estimated value \$10,000) from Compotech Inc., Attn: Paul Melrose of Brewer to the Robotics Team (this machine has been on the team's wish list since they started.

Students will be able to see the part they design in CAD turn into a working functional part of the robot. This year they are fortunate to have the Bucksport High School team cut the parts with their newly donated CNC machine. The parts made in Bucksport can be seen on the January 30th FB post. Like the milling machine, the students feel the addition will be a great asset and will be a new skill for them to take into the future

(b) Donation of a large amount of food from the Lone Spruce Farms in Dedham to Brewer High School, National Honor Society Backpack Program.

4. Budget proposal update with Ms. Gardner

B. Business Manager -Ms. Gardner - no report

C. Director of Special Education - Ms. Moore- no report

D. Director of Instruction - Ms. Ward-Downer - no report

E. Principals - BHS/BCS

1. Mr. Slowikowski & Mr. Walker - No report

2. Ms. Kahkonen, Mr. Richards & Ms. Pangburn (enclosure)

F. Athletic Director - Mr. Utterback

**I. Old Business (action required)**

1. Second reading, adoption of Policy BEDD, *Rules of Order*

2. Second reading, adoption of Policy KE, *Public Concerns and Complaints*

**J. New Business (action required)**

1. Seeking acceptance of gifts:

a. Donation of \$500 from The Cianbro Companies, Attn: Michael W. Bennett, VP to Brewer High School, AFJROTC toward uniform purchases

b. Donations of \$20 from the BHS Science Department, \$10 from BHS AFJROTC, \$25 from Mark & Deborah Brooks, \$200 from Joe & Carolyn McLaughlin, \$100 from Kellie McKenney & Brent Stewart, \$300 from Joe Kiley, Kiley & Foley Funeral Service, and \$20 from Alexis & Scott Lochart to Brewer High School towards the Class of 2021 Jr. Ex production.

c. Donation of \$9,084 from Brewer High School Athletic Boosters to the Athletic Department (\$1,000 for Softball field turf, \$1,000 Girls JV Basketball uniforms, \$4,160 Track uniforms, \$1,428 Baseball jerseys, and \$1,496 Softball jerseys)

d. \$375 from Jaymad Cord, Tender Lawn Care, Attn: Lance Cote to Brewer High School for the Athletics Raise the Banner Project.

e. Donation of \$500 from Rachel and Doug Grass of Grass Family Inc-Chapel Hill Floral in Bangor to Brewer High School for Robotics

f. Donation of \$100 from Bangor Savings Bank in Bangor to Brewer High School for National Honor Society Backpack Program.

g. Donation of \$100 from Graynor & Kevin Ryan % Art Libby and \$150 from Means

Investment Co, Inc-Means Wealth Management, Inc of Bangor to Brewer High School for National Honor Society special projects.

2. Seeking committee approval for closing the Dufour fund at Maine Community Foundation and sending the balance back to the school department.
3. Revision of ICA Policy *School Calendar 2020-2021*. (enclosure) Moving the January 28th HS Step UP day to February 3rd, coordinates with other districts and avoids two early release days in a row at the high school.

**K. Future Meetings**

Monday, April 6, 2020, Regular Meeting, 6:00 PM, Brewer High School Lecture Hall

**L. Public Comment**

**Adjournment**