

**RSU 63 Board Meeting**  
**Date: April 3, 2017**  
**Location: Holbrook Middle School**

**Minutes**

**Members Present:**

*Town of Eddington* – Rusty Gagnon, David McCluskey and Nikki More

*Town of Holden* – Daniel Allen, Chris Galinski, Jennifer Newcomb and Suzanne Wieland

Susan M. Smith, Superintendent of Schools

**Members Excused:**

*Town of Clifton* – Buzz Moore

Chair David McCluskey called the meeting to order at 6:31 pm. A flag salute was conducted and a moment of silence was observed.

**Approval of Minutes:** Motion by Rusty Gagnon with a second by Jennifer Newcomb to approve the February 27, 2017 regular meeting minutes as written.

**Vote: 5 yes, 0 opposed, and 1 abstention (David McCluskey)**

**Recognition and/or Awards of Students, Staff and Others:**

The Holbrook School Spelling Team finished first in the PVML Regional Spelling Bee and brought back the trophy for Holbrook. Ian Dudley finished third overall in the SCRIP regional bee at Husson University. Congratulations to Sarah Stewart, Levi Peterson, Ian Dudley, and Elias Doering!

Jennifer Carlson, Ashley Perry, Donna Oliver, and Tom Coleman have been nominated for the 2017 Penobscot County Teacher of the Year. It is quite an honor to be nominated by other teachers, parents, and community members.

Maddy Roberts at the Holbrook School received a Title VI mini-grant for after school programs trying to connect students at Holbrook to different types of activities, such as sewing and photography. Ashley Perry and Krista-Rae Helms at the Eddington School received a Title VI mini-grant for family game nights and stocking up on educational games that can be sent home and checked out from the Eddington library.

Susan Smith thanked Joy Walters and Sara Miller for organizing the Pigeon Artwork at the Holbrook School and their help with the Civil Rights Team.

The Grade 7 Service Learning Students served a meal at the Homeless Shelter. Joy Walters helped with this project.

The Holden School play was last Friday night. The students and staff did a great job. Michelle Egolf was in charge of the production and Holden's custodian Ken Robichaud did an excellent job in his role as the chef.

Susan Smith recognized Food Service personnel, in particular Kelly Theriault, as well as Marie Baillargeon and Laurie Smith at the Holbrook School, and Wendy Giguere at the Eddington

School. We had a school lunch review last week and they had to do a lot of work to get ready for the review.

Nikki More arrived to the meeting at 6:35 p.m.

**Acceptance of Gifts/Donations:** No gifts or donations to accept.

**Presentation** – No presentation

**Questions and Comments from the Public:** None

**Next Meeting Dates:**

Budget & Finance Committee – Thursday, April 13, 2017 at Holbrook School, 5:00 pm FY16

Audit Review followed by a Budget & Finance Committee Meeting.

Policy Committee – Thursday, April 6, 2017 at Holbrook School, 7:00 pm

Curriculum Committee – Tuesday, May 16, 2017 at Holbrook School, 3:30 pm

Technology Committee – Tuesday, March 21, 2017 at Holbrook School, 3:30 pm

The Holbrook School is having a National History Showcase on Wednesday, April 5 at 6:00 p.m. The eighth-grade students will be showing their work as they prepare to participate in the competition.

The Holbrook School play will be this Thursday, April 6 and Friday, April 7 at 6:30 p.m.

We will be having a Health Fair from 1:00 – 3:00 p.m. on Friday, April 14 at the Holbrook School.

**Reports:**

Motion by Rusty Gagnon with a second by Nikki More to accept all reports submitted.

**Vote: 7 yes, 0 opposed**

**Budget and Finance:**

1) Business Manager Report – Nothing further to add to written report.

2) Budget & Finance Committee – Motion by Rusty Gagnon with a second by Nikki More to approve a 3-year Transportation Services contract with Dedham School Department.

**Vote: 7 yes, 0 opposed**

Motion by Rusty Gagnon with a second by Nikki More to approve a 3-year agreement with Dead River for propane at the Eddington School.

**Vote: 7 yes, 0 opposed**

**Superintendent's Report:**

At the last Board Meeting we talked about the calendar for the next school year and having some flexibility in the last early release day based on snow days. Susan Smith has spoken with the Administrative Team and the Teachers' Association about this year's school calendar. We would move our last early release day in the 3<sup>rd</sup> trimester for this year from Friday, June 2 to Friday, June 9. The Board members were in agreement. Susan Smith will send out a community message to let people know about the change in our last early release day, the students' last day, teachers' last day and the school calendar for next year.

Susan Smith distributed some information on the Supreme Court ruling in Special Education. School districts are already crafting IEPs that enable a child to make progress in light of the child's circumstances. Jesse Gauthier did attend some training from Drummond and

Woodsum, which was applicable to this in guiding our special education teachers and case managers in the IEP process.

We have a bus for sale. We have received some phone calls on the bus but no bids.

We have purchased a van through the State auction for \$1,400. The van will need some repairs, which should cost less than \$600, staying below the allotted total of \$2,000.

Susan Smith distributed two pictures in relation to issues we have had at the Holbrook School. The boiler leaked and we had to replace the seams, as well as some gaskets and gauges. The beam out front has rotted away. It would cost approximately \$1,600 to shorten the overhang or \$1,800 to replace the beam so overhang stays the same.

#### **RSU 63's Chair Report:**

David McCluskey reviewed the superintendent review process for the Board members and will be sending the Board members materials to complete and return in confidence at the April Board Meeting.

Motion by Jenn Newcomb with a second by Nikki More to accept all reports.

**Vote: 7 yes, 0 opposed**

#### **Old Business:**

1) **Pre-K Child Care** – Motion by Rusty Gagnon with a second by Jenn Newcomb to begin negotiations with Pre-K Child Care provider Nicole Wilkinson for 2017-18 school year.

**Vote: 7 yes, 0 opposed**

The Y in Bangor has approached us about the Holbrook School being an after-school site for the Y for children up to Grade 6. It was agreed they would come to the April Board Meeting to do a presentation about this possibility.

2) **New School Application** – Motion by Rusty Gagnon with a second by Jenn Newcomb to submit New School Construction Applications for Eddington, Holden, and Holbrook Schools to the Department of Education.

**Vote: 7 yes, 0 opposed**

#### **New Business**

##### **1) Policies:**

a) Motion by Nikki More with a second by Jenn Newcomb to approve Draft Policy BA – Operational Goals, Draft Policy Policy BGB – Policy Adoption, Draft Policy EBABA – Chemical Hygiene Plan and Draft Policy Policy JL – Student Wellness as written on 1<sup>st</sup> Reading.

**Vote: 7 yes, 0 opposed**

b) Motion by Nikki More with a second by Jenn Newcomb to approve Draft Policy KHA – Public Solicitation in Schools, Draft Policy KHB – Advertising in Schools, Draft Policy KI – Visitors to Schools and Draft Policy IHAAA – Literacy Assessments as written on 1<sup>st</sup> Reading.

**Vote: 7 yes, 0 opposed**

- c) Motion by Jenn Newcomb with a second by Nikki More to approve Draft Policy ID – School Day, Draft Policy KD – Public Information-Communications, and Draft Policy KHC – Distribution, Posting of Promotional Materials as written on 1<sup>st</sup> Reading.

**Vote: 7 yes, 0 opposed**

- 2) **Traffic/Safety Issues** – There have been concerns since the beginning of the school year with traffic on all three roads – Route 1A, Route 9 and Kidder Hill Road. During sports season, we have a lot more parent pickups at the Holbrook School with the line of cars going out on to the Kidder Hill Road. The Holden police have been helpful trying to get more staff out by the Holden and Holbrook Schools in the morning and afternoon. Some parents feel the flashing lights at the Holden School should be on for a longer period of time, while others feel it should be for a shorter period of time. George Cummings is training staff tomorrow on how to reset the flashing lights at Holden School. Jenn Newcomb noted that the Holden Town has budgeted for another full-time police officer in next year's town budget, which will hopefully afford them to put a presence more regularly at the Holden School. The Board members discussed different options for flashing lights/signs at each of the schools. Susan Smith to investigate re-positioning/moving the sign coming from Brewer to Holden School and making it bigger and more noticeable, and changing the numbers showing the times/hours on the Eddington sign. The Board members discussed installing flashing signs outside Holbrook School. If we wanted flashing signs, we would have to pay for them. D.O.T. does not cover that cost. Susan Smith to contact D.O.T. to have one of their representatives visit our schools.

**Personnel Actions:**

1. Resignations: Donna Oliver, Grade 4 Teacher at Holden School, Susan McKenzie, Executive Secretary to the Superintendent, and Susan Harriman, Grade 2 Teacher at Holden School will be retiring at the end of this year. Christine Dunbar, Special Services Secretary, will be leaving us on June 9 to help with her husband's business.
2. Leaves: None
3. Elections: None
4. Appointments: The following appointments to RSU 63 have been made since the last board meeting: Tara Ring – Educational Technician II at Eddington School, Martha Perkins – Substitute Teacher, and Tim Archambault– Baseball Coach.
5. Searches: We will be looking for Special Services Secretary and Secretary to the Superintendent. We are currently searching for Bus Drivers, Substitute Bus Drivers, Substitute Teachers, Summer School staff, and After School Support for Grade 8 on Thursdays until May 18, 2017.
6. Reassignments: None

**Questions and Comments from the Public: None**

At 7:30 p.m. motion by Rusty Gagnon with a second by Nikki More to go into executive session to discuss the appointment and compensation of officials/appointees/employees pursuant to 1 M.R.S.A. § 405(6)(A).

**Roll call was taken with all members replying "Yes". Vote: 7 yes, 0 opposed**

At 8:35 p.m. David McCluskey declared the Board out of executive session.

Chris Galinski left the executive session at 8:15 p.m.

Motion by Nikki More with a second by Rusty Gagnon to approve:

Salaries for RSU 63 administrators for the 2017-18 fiscal year (FY18):

George Cummings: \$69,426.00

Richard Modery: \$85,631.00

Jake Morgan: \$62,207.00

Don Spencer: \$88,407.00

Kelly Theriault: \$66,177.00

Applying Article VIII, Section 1, Paragraph B of the Comprehensive Employment Agreement Between the RSU 63 Administrative Collective Bargaining Unit and the RSU 63 Board of Directors, the salary of \$70,000.00 for Jesse Gauthier for both the 2017-18 (FY18) and 2018-19 (FY19) years, contingent on Mr. Gauthier obtaining special education director certification by July 1, 2017. This will be a new two-year contract for Mr. Gauthier. If Mr. Gauthier is not fully certified by July 1, 2017, his salary for FY18 will be \$61,200.

Extending Jake Morgan's contract one year (through June 30, 2018) with health care costs shared as described in the Comprehensive Employment Agreement Between the RSU 63 Administrative Collective Bargaining Unit and the RSU 63 Board of Directors for FY18.

Extending Kelly Theriault's contract one year (through June 30, 2019) with health care costs shared as described in the Comprehensive Employment Agreement Between the RSU 63 Administrative Collective Bargaining Unit and the RSU 63 Board of Directors for FY19.

**Vote: 6 yes, 0 opposed**

At 8:43 p.m. a motion was made by Nikki More with a second by Rusty Gagnon to adjourn the meeting. **Vote: 6 yes, 0 opposed.**

Sincerely,



Susan M. Smith  
Superintendent of Schools