

RSU #63 Board Meeting
Date: August 26, 2018
Location: Holbrook Middle School
Minutes

Members Present:

Town of Eddington: Rusty Gagnon and Steven Carr

Town of Holden: Jennifer Newcomb, Gavin Robinson, John Hutchins, and Heather Charity

Town of Clifton: Linda Graban

Superintendent of Schools: Susan M. Smith

Members Absent:

Town of Eddington: Christina McLeod

Board Chair, Rusty Gagnon called the meeting to order at 6:33pm. A flag salute was conducted and a moment of silence was observed.

Approval of Minutes:

Motion by Jenn Newcomb with a second by John Hutchins to approve the minutes from the June 18, 2018 Board Meeting.

Vote: 7 Approved; 0 Opposed

Recognition and/or Awards of Students, Staff and Others: Superintendent Smith recognized and thanked teachers and staff for their years of service. Five Years of Service: Mindy Perry, Rita Lovejoy, Peter Walsh, and Kelly Theriault; Ten Years of Service: Amy Faulkner, John Clark, Keith Kennedy, and Richard Modery; Fifteen Years of Service: Steve Sanborn; Thirty Years of Service: Richard Slowikowski and Don Spencer. Thirty-Five Years of Service: Robert Merritt.

Acceptance of Gifts/Donations:

McDonald's provided muffins, fruit & yogurt parfaits, and coffee for breakfast at the Monday professional development day. The RSU 63 Teachers' Association provided a large variety of breakfast foods and drinks for Tuesday's professional development day. The Seminary Hill Daylight Masonic Lodge presented a check to Brenda DeRoche and Susan Smith for \$600 to provide snacks at the Holden Elementary School for children in need. Kristen Russell received a Courageous Steps Project Wishlist Initiative donation of \$500 for sensory learning equipment.

Questions and Comments from the Public: None

Dates of Next Committee Meeting:

Budget & Finance Committee: changed to Thursday, September 6, 2018, at 5:00pm, at Holbrook Middle School

Policy Committee: Monday, September 10, 2018, at 6:00pm, at Holbrook Middle School

Curriculum Committee: Tuesday, September 11, 2018, at 3:30pm, at Holbrook Middle School

Budget and Finance:

Budget and Finance Committee has one action item for the Board from their August meeting. A handout of quotes from O'Connor and W.C. Cressey was provided to all Board Members. The purchase of a bus was approved in the Warrant Articles for up to \$90,000. The Budget and Finance Committee recommends the purchase of a Gas Bus at the cost of \$85,827. Bus 90 needs replacement due to a cracked frame per the inspection by State Police. The Department of Education has approved emergency replacement funds which authorizes the State to start reimbursement this fiscal year.

Motion to purchase a 2019 77 Passenger Blue Bird Conventional Gas Engine Bus from O'Connor by Jenn Newcomb with a second by Heather Charity.

Vote: 7 Approved; 0 Opposed

Superintendent's Report:

Superintendent Smith provided every Board Member a copy of the recent contract from Oak Point. She advised that Oak Point has been contacted by ESG. ESG will be paying Oak Point the \$14,500 to provide the Cost Benefit Analysis. Oak Point will be looking at four options. The four options are: 1) Expand Holbrook; 2) Maintain Holbrook and Eddington; 3) Maintain Holbrook and Holden; and 4) Keeping all three existing schools. The option of building a brand-new school has been removed. Ms. Gagnon stated the contract from Oak Point has an error. In two parts of the contract, Oak Point indicates five options rather than four.

RSU #63 Chair's Report:

Ms. Gagnon noted there are three recommendations under New Business that she is going to make. In her written report, she indicated her reasoning for the recommendations. She referenced the RSU 63 School Board 2018-19 Presentations and New Business Topics. Ms. Gagnon advised this lists out the tasks that need to be completed this school year and stressed the importance of Board Members attending meetings prepared.

Acceptance of Reports:

Motion to approve written and verbal Budget & Finance, Superintendent, and Board Chair Reports by Steve Carr with a second by Jenn Newcomb.

Vote: 7 Approved; 0 Opposed

New Business:

Timing of Executive Sessions in the course of a Board meeting: Ms. Gagnon stated in her Chair's Report two options for the timing of the Executive Sessions. 1) Executive Sessions be conducted at Special Board meetings specifically for that purpose; 2) Schedule Executive Sessions at the beginning of the regular Board meeting, with Executive Sessions starting at 5:30pm or 6:00pm and the public Board meeting continuing at 7:00pm.

Discussion: Jenn Newcomb thinks it is a good idea to move the Executive Session as it has been difficult in the past to make Executive decisions when you are mentally tired after a long meeting. She was unsure if 5:30pm was feasible for all Board members. Ms. Gagnon stated if there is a quorum, the Board could start on time with other members arriving as soon as they could and would be brought up to speed. Superintendent Smith stated she

was unsure if legally Board members could arrive late for Executive Sessions. She was going to check with legal counsel.

Motion by Heather Charity with a second by Steve Carr to move Executive Sessions to 5:30pm before regularly scheduled Board Meetings.

Vote: 7 Approved; 0 Opposed

Eliminating standard Board Meetings in July and December: Ms. Gagnon advised, per policy, board meetings are to be held monthly. As the Board has not met during the month of July, she feels the policy needs to be updated. The December meeting is listed as "if needed" on the Board schedule. Ms. Gagnon's recommendation would be to eliminate the December Board meeting unless important Board business could not be incorporated into the November or January Board meeting agendas.

Discussion: Jenn Newcomb recommends leaving December on the schedule. It is part of the commitment as a Board member. The meetings are already long and there is a lot of work that needs to be done. If we remove the December board meeting, people will make plans and if a meeting becomes needed there possibly would not be enough members available for a quorum. Mr. Hutchins agrees with Ms. Newcomb the month of December should be left.

Motion by John Hutchins with a second by Steven Carr for no regularly scheduled Board meeting in July and regularly scheduled meeting in December will be held if needed.

Vote: 7 Approved; 0 Opposed

Monthly review and approval of administrative reports by the Board: Ms. Gagnon advised it is the Superintendent's responsibility to review and approve the Administration reports that are provided in the Board packet and posted online, not the Board's responsibility. She recommends the Administrative reports be removed from the monthly Board packet and have the Superintendent give an overview every few months. Superintendent Smith does not feel the removal of Administrative reports from the Board packet will shorten the Board meetings. Ms. Graban stated she liked reading the Administrative Reports. Ms. Newcomb also likes reading the Administrative Reports and feels that eliminating the monthly reports adds more work to the Superintendent.

No motion was made.

Review of Work Done Towards Future RSU 63 Building Options by Ms. Gagnon:

Phase I consisted of forming an Ad Hoc committee, conducting internal demographic and needs studies, and planning. Phase I resulted in the reconfiguration of grade levels at Eddington and Holden.

Phase II consisted of Oak Point completing the first review and assessment of the structures and systems to maintain the buildings over the next 20 years and an external student population study. The New School Community Committee was formed.

Phase III started last year. The New School Community Committee reconvened and applications were submitted to the State of Maine for a State Funded New School.

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Phase IV is the current stage the District is in. Talks of moving forward with Cost Benefit Analysis with Oak Point began, ESG reached out to offer their services. The State Funding Report was released and we found that we are not going to receive any State Funding for a new school.

Steve Carr recapped his understanding of the options: 1) Keep all three schools as they are; 2) Close Eddington School, keep Holden School and Holbrook School; 3) Close Holden School, keep Eddington School and Holbrook School; 4) Combine all schools onto one campus at Holbrook. Other Board members agreed with Mr. Carr's recap. Mr. Hutchins said a lot of this information is here-say and discussion can't take place until we get the report from ESG and Oak Point. Ms. Gagnon asked the Board if they should ask the New School Community Committee to meet before the ESG and Oak Point report is completed. Ms. Newcomb agreed with Mr. Hutchins and stated discussion and decisions cannot be made until the reports are provided from Oak Point and ESG. Superintendent Smith advised reports should be ready for a December workshop and felt the New School Community Committee should be invited to attend. Ms. Gagnon asked the Board to set a date of December 3 or December 10 for a Board Workshop to review the Oak Point and ESG reports. The Board agreed December 10 would be best date. Superintendent Smith stated she would confirm with Mr. Bresnahan regarding the reports completion date and if they would be ready for a December 10 meeting.

Ms. Gagnon asked the Board if they should contract with a Third Party to interpret and confirm the information from ESG and Oak Point. Ms. Newcomb stated the Board should wait until the reports are done from ESG and Oak Point before making any further decisions. The New School Community Committee has many contacts to help interpret and confirm the information. If further input is needed after reading through the report, the Committee and Board can discuss at that time.

Personnel Actions:

Resignations:

Ashton Carmichael, Ed Tech III Librarian at Holbrook; Amy Clement, Grade 6 & 8 Social Studies Teacher; Jason Staples, Custodian at Holbrook; Tara Ring, Kindergarten Educational Technician III; Danielle Nason, Grade 2 Teacher, Lynn Nickerson, Grades 5-8 Art Teacher, Elaine Doyle, Grade 7 Teacher

Reassignments:

Desiree Doughty, Grade 6 & 8 Social Studies Teacher; Michelle Hardy, Librarian Educational Technician at Holbrook; Terry Farren, Cook at Holbrook

Elections:

Motion by Jenn Newcomb with a second by Steve Carr to approve the elections of John Marchelletta, Grade 6 & 8 Science Teacher; Deborah Nadeau, Grade 2 Teacher; Janet Nichols, Elementary School Counselor; Robert Simko, Grade 6 Teacher

Vote: 6 Approved; 0 Opposed (Ms. Charity left the room and was not present for this vote.)

Appointments

Staff:

Richard Elliott, Holden Custodian; Ryan Porter, Eddington Custodian; Daniel Duran, Educational Technician III at Holden; Jennifer Hancock, Kindergarten Educational Technician III

Fall Coaches:

Rick Slowikowski, Boys Soccer; Sherri MacLaren, Girls Soccer; Danielle Miller, "B" Soccer; Desiree Doughty, Cross-Country; Daniel Duran, Assistant Cross-Country Coach

Stipends:

Michele Archambault, Assistant to the Principal, Athletic Director, and Student Council at Holbrook; Deanie Brownell, Math Team Advisor; Karen Everhart, Yearbook Advisor at Holbrook; Beth Davis-Spencer, Middle School Music Co-Curricular; Brenda DeRoche, Assistant to the Principal at Eddington and Elementary Substitute Caller; Becca Jordan, Assistant to the Principal at Holden; Joy Walters, 504 Coordinator at Holbrook; Kathy Jellison, Elementary Music Co-Curricular

Mentors:

Becca Jordan, Julia Alley, Debra Colbry, Krista-Rae Helms, Deanie Brownell, Kaitlin Michaud, Brenda DeRoche, Sara Miller, Maddie Roberts, Michele Archambault, Hillari Morgan, Ashley Perry, Lisa Beers, Bob Merritt, Peter Walsh

Searches:

Searches continue for Substitutes, a Bus Driver, and a Grades 5-8 Art/Health Teacher

Questions and Comments from the Public: None

Adjournment:

At 7:43pm a motion was made by Jenn Newcomb with a second by Linda Graban to adjourn the meeting.

Vote: 7 Approved; 0 Opposed

Respectfully submitted by,



Susan M. Smith

RSU #63 Superintendent/Director of Curriculum and Instruction

Approved: September 24, 2018