

**RSU 63 Board Meeting  
August 24, 2015  
Holbrook Middle School  
Minutes**

**Members Present:**

Town of Clifton – Dola Hinckley;

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

Town of Holden – Chris Doering, Chris Galinski, Jennifer Newcomb, Suzanne Wieland; and Dr. Kenneth Smith, Superintendent of Schools.

The Board members introduced themselves and the town they represented and the officer position they held on the Board, if any. Several town representatives in the audience introduced themselves - Russell Smith, Eddington Town Manager; Peter Lyford, Selectman and State Representative, and Tom Copeland, Holden Town Council member.

The meeting was called to order at 6:30 p.m. A salute to the U.S. flag was done and a moment of silence observed.

**Approval of Minutes:** The following motion was made, seconded and passed. ***“It is moved to approve the June 22, 2015 regular meeting minutes as amended.”***

*Gagnon/Newcomb*

*8/0/0*

Dola Hinckley confirmed that she did want to be on the Transportation/Operations Committee, but did not want to be on the Budget and Finance Committee.

**Recognition and/or Awards of Students, Staff and Others:** None

**Acceptance of Gifts/Donations:** An CPA firm in Brewer, BBSC (formerly known Beatham, Bernier, Seekins and Colpritt) donated a desk and chair to the new superintendent’s office.

**Questions and Comments from the Public:**

Joy Knowles asked what is happening with the 26 acres behind Holbrook School. We will be discussing this later when we talk about the school facilities study proposal.

Peter Lyford asked if we have finally bought the new bus. We will be able to get leasing for the bus purchase shortly after the Board hears some of the audit reports tonight.

**Budget and Finance:**

- 1) Business Manager Report: Nothing further to add to written report.
- 2) Budget and Finance Committee Report: Nothing further to add to written reports.
- 3) Budget Discussion: David McCluskey asked when does the audit take place for the last fiscal year. It will start anytime as soon as we close the previous audit’s.

- 4) Budget and Finance Committee Member Appointment: Rusty Gagnon made the following motion and Jennifer Newcomb seconded the motion. **"It is moved to appoint Nikki More to replace Dola Hinckley on the Budget and Finance Committee."**

**The motion passed by a vote of seven in favor and none opposed. Nikki More abstained.**

Gagnon/Newcomb

7/0/1

- 5) The next Budget and Finance Committee meeting will be on September 16, 2015 at the Holbrook School at 5:00 p.m.

### **Superintendent:**

We received the FY13 audit report today. Dr. Smith noted that the general fund balance at the end of that year was \$172,080.00. So the good news was that you had a surplus. It has been a long time getting the audit completed, as there were numerous activities going on at the same time. All recommendations in the audit report have been followed, so whatever budget issues you had in FY13, Kelly Theriault and the Board of Directors have done everything they can to correct them. With the FY13 audit completed, we can get the FY14 audit report finalized. We could not get financing for our school bus through the finance firm without the audit's completed, FY 13 and FY 14. As soon as the FY 14 audit is finalized, we will proceed with getting the financing for the bus.

Dr. Smith thanked the town of Eddington for having a sign on the town board welcoming him to the district.

Regarding the FY13 audit report, Jennifer Newcomb asked what is our obligation to the taxpayers regarding an audit presentation. We can do a presentation, but Dr. Smith does not see any advantage in having the former auditor discuss an audit on matters several years old and not really relevant anymore, other than the bottom line in the findings.

Rusty Gagnon noted that because of pointed communications that has taken place between Dr. Smith, Kelly Theriault and the auditors we have this audit report, instead of requesting an authorization to go to court.

### **RSU Chair:**

David McCluskey met with Dr. Smith the last week in July. We discussed the withdrawal request to the Department of Education, which was submitted the first week in August. We received today a response from the Department of Education. They acknowledged receipt of the Withdrawal Plan and basically said to continue on with the process and notify the Department of Education of the voting results in November.

The following motion was made, seconded and passed. **"It is moved to approve all written and oral reports as presented to the Board."**

Gagnon/Newcomb

8/0/0

## **Old Business:**

- 1) AOS Dissolution: The language for the November 3 referendum ballots need to be ready and to the printers by mid-September. The Board discussed town meetings, as well as public hearings and informational meetings, to explain and answer any questions about RSU #63 withdrawal from the AOS. The Board discussed different avenues to communicate with the voters, i.e. School Messenger, school newsletters, town websites, Bangor Daily News. Dr. Smith feels the town managers would know best how to handle communication with the voters in their towns. The following schedule was agreed to for September 28:

5:30 pm – 6:00 pm	Meet and Greet the new superintendent for selectman, councilmen and town managers.
6:00 pm – 6:30 pm	Public Hearing on RSU #63 withdrawal from AOS 81
6:30 pm	RSU #63 Board Meeting

Several Board members suggested that we might want to consider having some talking points, cost difference and benefits for the towns in the information Rusty Gagnon is preparing for the communities.

- 2) School Reconfiguration: Don Spencer said it is great to see all the teams getting together to talk about curriculum and what we will be doing this year. The parents are visiting the new teachers and he feels the parents truly see the benefits of this change. Kudos to all teachers and custodians. Donna Oliver has agreed to be Assistant Principal at the Holden School. Brenda DeRoche is the Assistant Principal at the Eddington School. The only opening we have left to fill is the Classroom Ed Tech III at Eddington School. Our goal is to have someone on board right after Labor Day.

Dismissal time for schools is 3:00 pm, but this is actually the time the buses pick up the students and if the parents are picking up the students, it is actually 2:50 p.m. A community member feels there has not been a lot of communication with parents about these times. Parents are still struggling with how to get from one school to the next, so possibly another announcement about the schedule might help. Jennifer Newcomb suggested we add the 2:50 pm pick up for parents on the web site. All students at Holbrook School are dismissed at 3:05 pm and classes start at 8:35 am. At the Eddington and Holden Schools the earliest students can be dropped off is 7:55 am. The students have outdoor recess until 8:15 am, at which time the students are brought inside and classes start at 8:30 am.

- 3) Long-Range Planning: Rusty Gagnon has changed the name of the committee to the New School Committee. The Board committee members are Rusty Gagnon, Chair, David McCluskey, and Suzanne Wieland. When we start to talk to the architects about concept design they will really like to get ideas back from the community members. With that in mind, Rusty would like to have two members of the administration representing both the elementary and middle schools to bounce

ideas off. Rusty is also asking Selectman to think about community members we could ask to be on the committee.

- 4) Teachers' Contract Negotiations: Tom Coleman, President of the Teachers' Association, advised the Board members that the teachers had a brief meeting this morning. They are working on having their first formal business meeting in the next few weeks and once their negotiating team is set, he will notify the Board.

#### **New Business:**

- 1) School Lunch Prices: The following motion was made, seconded and passed. **"It is moved to approve an increase of \$0.10 per meal for full pay lunch at each school."**

*Gagnon/More*

*8/0/0*

- 2) Explanation of School Construction Process: Dr. Smith distributed to all Board members an explanation from the Department of Education of the process you would go through to get State approval. So if we want the State to participate in funding any new school project, this is what we have to do. A major capital construction project is different from a major renovation project and the process is different for each. Due to the funding situation, the State is currently not going through the normal process of approving more projects. There are several projects already approved for funding when money becomes available. The Legislature votes so much money to be set aside for school construction. Once bonds are paid off, this frees up more money for school projects. The problem is the last few approved projects are big projects, one costing around a hundred million. The advantage to our school system is if we go through the process and we are approved, the State pays 100%. All school systems already contribute to school construction costs. To do that, the State has set up several things you must do. The first thing is a facilities study. The facilities study will look at this building and the other two buildings and tell you how much it would cost to bring them up to code/standards. They will look at the life safety issues as the highest priority, but also other issues as well. The Board will have cost comparison numbers to see what it will cost to maintain what you have or build so the Board can make a judgment if you want to proceed. If the Board decides to proceed with a building project, a team from the Department of Education will look at what the architects/engineers found in their Facility Study of our schools and will either agree or disagree. They will look at our Educational Specification for a new school and essentially rate our project. Our project will be compared to all others in the state and that will determine if we are rated high enough to be considered in the next funding round. If the project is rated relatively low, the Board and Communities must decide what to do next, local funding or nothing. Secondly, we need to have a comprehensive enrollment study. The study projects our enrollment for 10 years. In addition, it factors in such things as the number of housing starts in our three towns and other economic factors.

- 3) School Facilities Study: Dr. Smith distributed a proposal from Oak Point Associates to do a School Facilities Analysis and Concept Planning for RSU #63. The proposal includes a facilities assessment and long-term master planning for a fee of \$20,000. Rusty Gagnon feels this study will help provide information to the towns, such as our building concepts/master plan, what it would cost and how we would pay for it, to help the towns decide if they want to do this. If the work was completed by May, we could incorporate it in the FY17 proposed budget. The following motion was made, seconded and passed. **"It is moved to authorize Dr. Kenneth Smith to sign off on the Oak Point Associates proposal in the amount of \$20,000.00 for a School Facilities Study."**

Gagnon/Newcomb

8/0/0

There was a discussion about hiring contractors within the community to help give back to the community members.

Joy Knowles asked where this new building would be located. Until the architects tell us how much land we would need, we do not know. That information will trigger where we start looking for property. We will need to find property that is centrally located to all three towns.

- 4) Comprehensive Enrollment Projection: Dr. Smith distributed a project proposal for a Comprehensive Enrollment Projection Study from Planning Decisions. The proposal submitted had two options. It would cost you a little more money if you had them break down the data by town – Clifton, Holden and Eddington, but Option 1 for \$2,750.00 would give you everything you need to satisfy all the State requirements, plus you get the narrative on what the towns have on their books for planning purposes, future development and things of that nature. We will take the money for this from the Contingency Fund. The following motion was made, seconded and passed. **"It is moved to accept the bid of \$2,750.00 from Planning Decisions to do a Comprehensive Enrollment Projection Study for RSU #63 and enter into a contract with Planning Decisions to perform the study."**

Gagnon/More

8/0/0

David McCluskey asked where we were with Mr. Jennings and the bus garage. The contract was signed and we will pay the legal fees in the amount of \$1,441.00.

Dola Hinckley was appointed to the Policy Committee.

### **Personnel Actions:**

- 1) Resignations: Dr. Smith notified the Board members that we have received resignations from Felicia Kearns – Grade 3 Teacher at Holden School, Erica Benson – Special Education Teacher at Holden School and Allison Kahkonen – Grade 2 Teacher at Holden School. Dr. Smith has sent letters to each of these individuals on behalf of the Board accepting their resignations.

2) Leaves: None

3) Elections: Dr. Smith nominated the nine faculty members as listed on the Revised Board Meeting agenda. The following motion was made, seconded and passed. **"It is moved to elect the nine faculty members according to the Revised August 24, 2015 Board Meeting agenda."**

Gagnon/More

8/0/0

4) Appointments: Dr. Smith recommended Rick Slowikowski for the "A" Boys Soccer Coach position and Sherri MacLaren for the "A" Girls Soccer Coach position at Holbrook School. The following motion was made, seconded and passed. **"It is moved to accept the two above-mentioned recommendations brought forward by Dr. Smith."**

Newcomb/Gagnon

8/0/0

### **Questions and Comments from the Public:**

Nikki More asked if we had a tentative start time to begin pre-K discussions. It will probably not be until October. We want to form an ad-hoc committee to look at the pre-school program, such as students going from 4 days to 5 days and using the building we have right now for storage as a possible day care. We did add physical education to our Pre-K program this year.

**Executive Session:** At 8:08 p.m. Rusty Gagnon made the following motion and Jennifer Newcomb seconded the motion. **"It is moved to go into executive session to discuss a personnel matter pursuant to 1 M.R.S.A. 405(6)(A)."**

**Roll call was taken with all members replying "Yes".**

Gagnon/Newcomb

8/0/0

Chris Galinski was excused for the executive session.

At 8:12 p.m. David McCluskey declared the Board out of executive session.

At 8:13 p.m. a motion was made, seconded and passed to adjourn the meeting.

Newcomb/Gagnon

8/0/0

Respectfully submitted,

Kenneth Smith, EdD  
RSU #63 Superintendent of Schools