

RSU #63 Board Meeting
Date: February 24, 2020
Location: Holbrook Middle School
Minutes

Members Present:

Town of Eddington: Charles Baker, Jr. and Steve Carr

Town of Holden: Gavin Robinson, John Hutchins, Heather Charity, and Holly Whitmore

Town of Clifton: Linda Graban

Superintendent of Schools: Susan M. Smith

Excused Absent:

Town of Eddington: Christina McLeod

Chair, John Hutchins called the meeting to order at 6:31pm.

A flag salute was conducted and a moment of silence was observed.

Approval of Minutes: Motion by Heather Charity with a second by Holly Whitmore to approve the minutes from the January 27, 2020 Board Meeting.

Vote: 7 Approved; 0 Opposed

Recognition and/or Awards of Students, Staff, and Others: Superintendent Smith recognized the following winter scholar athletes: Holbrook Chess Team and Girls "B" Basketball Team for receiving the Penobscot Valley Middle School League Sportsmanship Award; Boys "A" Basketball Team for being Runners-Up in the Penobscot Valley Middle School League B Flight; and Holbrook Spelling Bee Representatives, First Place – Jed Hartley, Grade 7; Second Place – Gage Jones, Grade 8; Third Place – Kaleb Jones, Grade 5; and Fourth Place – Caleb Allen, Grade 7. Wendy Briggs wrote an email to Jake Morgan in recognition of Holly Knowles, evening custodian for doing a good job cleaning Ms. Briggs' classroom.

Acceptance of Gifts/Donations: The CHEFS program is helping support the snack program at Holbrook Middle School.

Presentation: Superintendent Smith, Richard Modery, Don Spencer, and Jesse Gauthier presented information on Academics in RSU 63. Each administrator reviewed and discussed the information in the handout included with the minutes as *Attachment A*.

Questions and Comments from the Board: None

Questions and Comments from the Public: None

Dates of Next Committee Meeting:

Student Success Committee: Tuesday, March 3, 2020 at 3:30pm, at Holbrook

Policy Committee: Tuesday, March 3, 2020 at 5:30pm, at Holbrook

Curriculum Committee: Monday, March 9, 2020 at 3:30pm, at Holbrook

Budget & Finance Committee: Tuesday, March 11, 2020 at 4:00pm, at Holbrook

FY21 Budget Workshop Meeting (System Admin, SPED, High School): Wednesday, March 11, 2020 at 5:00pm, at Holbrook

FY21 Budget Workshop Meeting (School Admin, PK-8 Instruction, Staff & Student Support): Tuesday, March 17, 2020 at 4:30pm, at Holbrook

Next Regular Board Meeting: Monday, March 23, 2020 at 6:30, at Holden with Executive Session at 6:00pm

FY21 Budget Workshop Meeting: Tuesday, March 31, 2020 at 5:00pm, at Holbrook

Budget and Finance: Kelly Theriault advised she sent out 11 Audit Bid Forms and received back four responses. Two of those responses were declines to bid. Ms. Theriault has been busy working on the Food Service Department Audit. This process also requires a three-day on-site review. She also advised the District is part of the Dirigo group which includes 17 districts and is required to go to bid for food items such as bread, milk, etc. This process consists of a 54-page report to be completed by each school. However, this helps keep the cost of these items low for each school district. Gavin Robinson added to the Budget and Finance Committee Minutes that Budget Workshop meetings are very interesting and encouraged everyone to attend to learn how the process works.

Superintendent's Report: Superintendent Smith advised the Gloria C. MacKenzie Grant applications have been completed and mailed out. Superintendent Smith included a list of those applications in her Board report. She also advised the Board that she will be seeking legal advice on a high school tuition dispute with a parent. Superintendent Smith asked Jake Morgan, Transportation and Facilities Director to give an update on the water pump issue that happened during February break. Mr. Morgan advised that Holden Elementary and Holbrook both had water pumps that failed within hours of each other on Friday, February 14th. He scheduled Norlenes Water Treatment to replace the pumps on Tuesday, February 18th and Wednesday, February 19th. The date for the RSU 63 Budget Meeting should be set soon. Superintendent Smith asked Board members to check their calendar for Wednesday, May 27, 2020.

RSU #63 Chair's Report: None

Acceptance of Reports: Motion to approve written and verbal reports from Administrators, Committees, and Superintendent by Heather Charity with a second by Steve Carr.

Vote: 7 Approved; 0 Opposed

Old Business: None

New Business:

School Renovation Revolving Fund Grant: Superintendent Smith reviewed the hand out provided to each Board member and members of the audience on the School Renovation Revolving Fund (SRRF). Indoor Air Quality projects have been approved by the State for partial funding at all three schools. A break-down of costs and project timeline is included with the minutes as *Attachment B*. Discussion took place as follows: John Hutchins stated a \$1 million bond would be paid over ten years with zero percent interest, however wouldn't be approved or denied by voters until June, leaving thirteen months to complete the work. Mr. Hutchins asked if all three schools projects would be completed on time (deadline of July 2021). Superintendent Smith responded the timeline for completing projects is a concern of all superintendents and something that will be discussed with Bond council. Steve Carr asked if a special referendum could be help specifically for Bond approval. Superintendent Smith advised there is not enough time to do that with all of the referendum posting timeline requirements. Charles Baker asked what the cost would be to back out of the bond if contractors could not be secured or couldn't not guarantee project completion on time. Superintendent Smith advised under \$10,000. No further discussion. John Hutchins called for a motion.

Motion by Steve Carr with a second by Heather Charity to approve having Superintendent Smith continue the School Renovation Revolving Fund process, including spending funds for the required legal counsel, advertising, and initial engineering/designing of the Indoor Air Quality projects at the Holden, Eddington, and Holbrook schools.

Vote: 7 Approved; 0 Opposed

Policy to Approve: ADC – Policy Addressing Tobacco Use and Exposure; ADC-R – Policy Addressing Tobacco Use and Exposure – Administrative Procedures; BCC – Nepotism; EBABA – Chemical Hygiene Plan; and GBEC – Drug-Free Workplace: Superintendent Smith advised policy ADC and ADC-R added language from the new State Law including “possession of tobacco and tobacco products is illegal on

school grounds”; policy BCC was updated to reflect the sample wording from Maine School Management; policy EBABA was an annual review with no updates; and policy GBEC added “nicotine and nicotine addiction support for staff in cessation plans”.

Motion by Heather Charity with a second by Linda Graban to approve policies ADC – Policy Addressing Tobacco Use and Exposure; ADC-R – Policy Addressing Tobacco Use and Exposure – Administrative Procedures; BCC – Nepotism; EBABA – Chemical Hygiene Plan; and GBEC – Drug-Free Workplace.

Vote: 7 Approved; 0 Opposed

Personnel Actions:

Resignations: None

Retirements: Deb Colbry, Special Services Teacher (16 years as a Special Education Teacher with RSU 63 and 47 years overall as a Special Education Teacher)

Reassignments: None

Elections: None

Appointments: Jon Harrington, Substitute Education Technician and Josh Baillargeon, Holden Day Custodian

Searches: Searches continue for Substitutes, Track Coach and Softball Coach.

Questions and Comments from the Public: None

Adjournment: At 7:55pm John Hutchins adjourned the meeting.

Respectfully submitted by,



Susan M. Smith
RSU #63 Superintendent/Director of Curriculum and Instruction

Approved: March 23, 2020