

**DRAFT
MINUTES**

**BANGOR SCHOOL COMMITTEE
REGULAR MEETING
7:00 p.m., Wednesday, January 8, 2020**

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

By roll call vote (7-0), entered Executive Session at 6:03 p.m. in the Council Chambers for the purpose of consulting with the attorney pursuant to 1 M.R.S.A. §405(6)(E).

Returned to public session at 7:00 p.m. and recessed until the regular meeting.

A. 1 & 2. Chair Caruso called the meeting to order at 7:05 p.m., and the Pledge of Allegiance followed.

B. Superintendent Webb requested to add D.2.f. Transportation Update

VOTED 7-0 to amend the agenda as requested.

C. Clare Mundell of 79 Norfolk Street shared information about the Visual and Performing Arts Boosters including a new sweatshirt for sale, fundraising efforts, meeting time, invitation for volunteers to join, Facebook page, and logo design. She again shared her concerns about how the suicide was handled.

Angela Okafor of 250 Husson Avenue asked about policies regarding discrimination and diversity training. She would like to see more done with diversity and inclusivity training.

Marcella Kenney of 251 Silver Rd voiced her concerns about how the suicide was handled and she asked about the School Committee's use of subcommittees.

Richard Freeman of 213 Gove Street again shared his concerns about bus safety. Specifically, he is concerned about parents in bus loading zones, little parking areas, and drivers working with special needs students.

D. 2. a. Key Club advisor Bill Ames and Key Club members updated the Committee on a number of their efforts to serve others in their community and school.

Members asked questions and thanked the students and advisor for their outstanding commitment to service.

b. School counselors provided an overview on social and emotional Learning in all Bangor schools.

Members shared their appreciation of all that is being done with social and emotional learning and recommended this presentation be on the School Department website.

- c. Director of Food Services Noelle Scott reported on the Food Services Program.

Members asked questions and thanked Director Scott for her report.

- d. Director Greg Leavitt provided a report on Adult, Alternative, and Community Education.

Members expressed appreciation for the number of offerings for all ages and thanked Director Leavitt for his efforts and leadership.

- e. Superintendent Webb gave Bangor Day results in which Bangor schools raised \$1,347.22 and collected 2,200 lbs. of food for the Good Shepherd Food Bank to feed Bangor families.

- f. Superintendent Webb shared the traffic separation at the schools has been reviewed by administrators, architects, and engineers. Further, loading zones and walkways have been repainted and Public Works Director Willet has shared the plan will be to do this work prior to the start of the school year, as this year, due to scheduling issues, it was completed a few weeks after the start of the school. Ongoing trainings are provided to all drivers including how to work with special needs students. Director Rapaport shared the strategies used to support students who may struggle at first with riding the bus. Superintendent Webb also clarified the relationship with Cyr Bus and that Bangor Schools contract services from Cyr Bus. Although the citizen spoke of potential unionization of drivers, Superintendent Webb explained that neither the School Committee nor the Superintendent would be involved with this, as the process would be between employees and the employer, Cyr Bus.

- E. 1. a. 1. VOTED 7-0 to approve the Minutes of the December 11, 2019 Regular School Committee Meeting.

- b. 1. Superintendent Webb recommended approval of the January Bid & Quotation Report.

VOTED 7-0 to approve the report as presented.

- c. 1. a. Superintendent Webb recommended the following teacher nomination for the 2019-2020 school year, with a one-year Probationary Contract:

Casey Pray Special Education Teacher Bangor Regional Program

VOTED 7-0 to approve the nomination as presented.

- d. Committee Member Marwa Hassanien shared the following donation(s):

To Abraham Lincoln School from Mr. & Mrs. Aaron Derdowski: five Target gift cards, having a total dollar value of \$250.

To Downeast School from Realty of Maine: hats and mittens, having a total dollar value of \$200.

To Downeast School from Parker Bas Family: ski pants, boots, and gloves, having a total dollar value of \$1,052.

To James F. Doughty School from Anonymous: a cash donation to the James F. Doughty School Library, having a total dollar value of \$200.

VOTED 7-0 to accept the donations with great appreciation.

- E. 2. a. 1-2. Superintendent Webb recommended receipt of first reading of new and revised policies:

Revised Policy ICA 2020-2021 School Calendar
New Policy IMDC Cultural and Religious Holidays

Members asked questions and thanked Member Hassanien for her efforts.

VOTED 7-0 to receive the policies for first reading.

- F. 2. c. Member Hiatt reported that the UTC Board met in December and had a wonderful dinner created by the students. The next meeting is on January 9th.

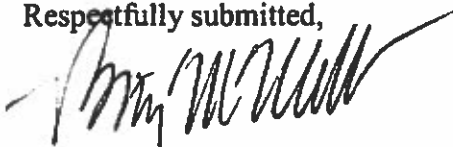
- f. Vice Chair Surette read a statement of support for the administration and school staff for handling of the suicide.

- H. 1. Chair Caruso reviewed the important dates.

- I. Member Hiatt asked about the generators.

- J. Meeting adjourned at 9:50 p.m.

Respectfully submitted,



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

BREWER SCHOOL COMMITTEE
REGULAR MEETING MINUTES
Monday, January 6, 2020
6:00 PM
Brewer High School Lecture Hall

Committee members present: Mr. Forrest, Chairman; Mr. Farley, Vice Chair; Mr. Canders, Ms. Small, Mr. Boyes
Student Representatives - Ms. Cattam and Ms. Philbrick, excused absence

A. The meeting was called to order at 6:02 PM by Chairman Forrest.

B. Pledge of Allegiance

C. Public Comment

Ben Umel, Brewer resident - Public comment policy

D. Adjustments to Agenda - N/A

E. Presentations/Awards

1. Mr. Savage/Kathleen Kazmierczak presented Brewer High School Summer Course - Forestry/Outdoor Education Program
2. Mr. Utterback, AD presented plaque to Rich Nutter, in recognition of being selected KVAC Volleyball Coach of the Year
3. Mr. Utterback, AD presented plaque to Coach Skip Estes in recognition of being selected MFHS Maine Softball Coach of the Year
4. Ms. Ward-Down and Mr. Slowikowski presented update on Brewer High School Grading Guide

F. Minutes (action required)

1. Mr. Forrest, without objection and by unanimous consent, proposed that the regular meeting minutes of December 9, 2019 be approved.

G. Personnel - N/A

H. Reports

1. United Technologies Center
Mr. Canders reported on December 16, 2019 meeting.
2. Southern Penobscot Regional Program for Children with Exceptionalities
Mr. Boyes reported no meeting.
3. Student Representatives - No reports
4. Trustees
Ms. Small reported the December 17, 2019 meeting.
5. Administration
 - A. Mr. Palmer reported the following:
 1. A statement on LD 721 legislative hearing to board members
 2. Superintendent Staff Appointments 2019-2020 of:
 - (a) Dana Corey - Varsity Baseball Coach Spring 2020

- (b) Skip Estes - Varsity Softball Coach Spring 2020
- (c) Paul Wellman - Varsity Boys Tennis Spring 2020
- (d) Jayson Adams - Varsity Girls Tennis Spring 2020
- (e) Glendon Rand - Track & Field Spring 2020
- (f) Bill Gould - Lacrosse Spring 2020
- (g) Tyler Ross to ET III at BHS from ET I at BCS effective Jan. 2, 2020
- (h) Kelly Thibodeau to ET III from ET I at BCS effective Jan. 2, 2020
- (i) Sherry Dalton hired as ET I at BCS effective Jan. 1, 2020
- (j) Nahisha King hired as ET I at BCS effective Feb. 3, 2020
- 3. Enrollment Numbers - No major changes updated report in February
- 4. Non-Monetary Donations reported and thank you from the committee:
 - (a) 2-drums sets from Mark Foley of Brewer to Brewer High School Music Dept
 - (b) Gifts valued at over \$700 from Reunion Committee of BHS Class of 1969 Attn: Rebecca Spaulding to Brewer Community School for families of BCS students in need. The group connection to BCS is Melissa Snow, retired BCS Kitchen Manager, a special thank you to her as well.
 - (c) Thirty brand new winter coats from Charleston Church Attn: Mariah to Brewer Community School for students in need.
 - (d) Numerous new/slightly new office supplies from Cianbro Constructors in Brewer, Attn: Stacy Thornton to Brewer Community School.

B. Business Manager

Ms. Gardner reported the FY20 - Qtr 2 year-to-date revenues and expenses.

C. Director of Pupil Services

Ms. Moore reported Special Education updates.

D. Director of Instruction - N/A

E. Principals

1. BCS Principals

Ms. Kahkonen and Mr. Richards reported updates for Brewer Community School

2. BHS Principal Mr. Slowikowski - N/A

F. Athletic Director

Mr. Utterback reported that Unified starting at high school with 65 kids involved, middle school schedule in the works. Mr. Adams will be Middle School Coach along with the high school students as partners.

I. Old Business - NA

J. New Business (action required)

- 1. Mr. Boyes moved to accept the donations as read; Mr. Farley seconded - VOTED: 5 in favor, 0 opposed, and 0 abstained.
 - (a) \$1,000 Grant from Special Olympic Maine Inc. in So. Portland to Brewer High School for Unified Sports
 - (b) \$3,000 from the Walmart's Community Grant, Bentonville, AR to Brewer High School for Ms. MacDonald's English Book Project
 - (c) \$1,000 from Maine-ly Tiles, Inc., Bradley Cohen, Owner to Brewer High School for

Robotics

- (d) \$2,500 Grant from Robotics Institute of Maine, Attn: Kyle McLellan to Brewer High School for Robotics
 - (e) \$300 from Emera Maine, Good Neighbor Program to Brewer High School for Robotics
 - (f) \$165 from an Anonymous Donor to Brewer High School for Outdoor Education wreath fundraiser
 - (g) \$10 from Cindy McLaughlin and \$15 from Glendon Rand to Brewer High School towards Class of 2022 Turkey Trott fundraiser
 - (h) \$400 from Ben Goodwin to Brewer High School toward Boys Basketball Sponsor Shirt fundraiser
 - (i) \$2,500 from BHS Athletic Boosters to BHS sports teams as follows:
 - \$1,000 to Boys Soccer, \$400 to Lacrosse, \$600 to Cheering, and \$500 to Volleyball
 - (j) \$120 from Hannaford's Bags 4 My Cause Program to Brewer High School for AFJROTC
 - (k) \$1,000 from Greenway Equipment Sales to Brewer High School towards athletic transportation cost of a coach bus to travel to Caribou on Nov. 29, 2019.
2. Mr. Farley moved to approve the BHS Outdoor Education winter trips January 31- February 1-2, 2020; February 7-9, 14-16, and February 28-March 1, 2020; March 6-8 and 13-15, 2020; Mr. Boyes seconded - VOTED: 5 in favor, 0 opposed, and 0 abstained.
 3. Ms. Small moved to approve the Brewer High School Forestry/Outdoor Education Summer Course June 21 - July 1, 2020; Mr. Boyes seconded - VOTED: 5 in favor, 0 opposed, and 0 abstained.
 4. Mr. Farley moved to approve the amendment to the 457(b) Plan; Mr. Boyes seconded - VOTED: 5 in favor, 0 opposed, and 0 abstained.
 5. Mr. Farley moved to approve the first reading of Policy ICA, *School Calendar 2020-2021*; Ms. Small seconded - VOTED: 5 in favor, 0 opposed, and 0 abstained.

K. Future Meetings

Monday, February 3, 2020, Regular Meeting, 6:00 PM, Brewer High School Lecture Hall

L. Public Comment

Ben Umel of Canterbury Rd- Public comment policy

Adjournment

Mr. Farley moved to adjourn at 7:30 PM; Ms. Small seconded - VOTED: 5 in favor, 0 opposed, and 0 abstained.

Respectfully submitted,

Gregg Palmer
Secretary

Approved: February 3, 2020

Wednesday, January 8, 2020
Board of Directors Meeting - 7:00 p.m.
Hampden Academy

The Regional School Unit No. 22 Board of Directors met at Hampden Academy on Wednesday, January 8, 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, Olivia Ferriter, Rob Frank, Lester French, Sarah Gass, Allan Gordon, Jr., Jessica Hamilton, Karen Hawkes, John Holmes, Tania Jean-Jacques, Anthony Liberatore, DMD, and Heath Miller.

Absent: Royal

II. Approval of Minutes of the Regular Meeting of December 11, 2019

Coggeshall moved, Dyer seconded, and the Board voted unanimously to approve the minutes of the Regular Meeting of December 11, 2019.

III. Adjustment to Agenda

None.

IV. Persons Desiring to Address the Board

Amy Hanson, Kindergarten teacher from McGraw School, publicly expressed appreciation to Mrs. Briggs for the last six years of leadership. Mrs. Briggs has provided unwavering support and will leave with big shoes to fill.

V. Board Chair

Chair Hawkes shared that Maine School Board Association sent an invitation for three statewide at-large representatives on the MSBA board. If a board member is interested in this service, please let Superintendent Lyons know.

VI. Personnel

A. Resignations

Superintendent Lyons announced the resignation of Earl C. McGraw School Principal, Kristin Briggs. This June will be the sixth year of her service. Mr. Lyons shared Mrs. Briggs letter of resignation. Chair Hawkes expressed the Board of Directors' thanks for her service and dedication.

B. Nominations - Transfers

Upon recommendation of Superintendent Lyons, Holmes moved, Dyer seconded, and the Board voted unanimously to approve:

Bonnie Kelly, Special Education Teacher, Leroy H. Smith Elementary School

MEd in Special Education, University of Nevada, Las Vegas

BA in Criminal Justice, University of Nevada, Las Vegas

4 Years, Special Education Teacher, Ruben P. Diaz Elementary School, Las Vegas, NV

Salary: \$41,863

Upon recommendation of Superintendent Lyons, Coggeshall moved, Dyer seconded, and the Board voted unanimously to approve the following slate of spring sport coaches:

Hampden Academy

Baseball	Head Coach JV	Jonathan Perry Christopher Hink
Softball	Head Coach JV Volunteer	Matt Madore Jaimee Perry Brian Corliss
Outdoor Track	Head Coach Assistant Assistant Assistant Volunteer Volunteer	Jason Kash Cam Blood Brittany Layman Dean El-Hajj Michael Ditzel Thomas Brann
Tennis	Boys Head Coach Girls Head Coach JV	Tyler Ross Rich Nutter Logan Huston

Reeds Brook Middle School

Spring:

A Baseball Coach: Tim Throckmorton

B Baseball Coach: Mike Lawrence

A Softball Coach: Laurie Robichaud

B Softball Coach: Daniel Delahanty

Track Coach: Emily Albee

Track Assistant Coach: Karyn Field

Samuel L. Wagner Middle School

Spring:

Baseball Coach: OPEN

Softball Coach: Chris Gould

Track Head Coach: Amanda Grove

Track Assistant Coach: Brianne Smith

VII. Superintendent of Schools

A. Reading of Essential Behaviors and Outcomes Proclamation

Board Member Rob Frank read the Essential Behaviors and Outcomes Proclamation.

B. Law Enforcement Personnel and Request Thereof

None were received.

C. January 22, 2020 Meeting

This meeting will occur at United Technologies Center (UTC). Director Gregg Miller will give a facility tour beginning at 6:00 p.m. The Board of Directors meeting will begin at 7:00 p.m.

D. Recognition of Former Educator

Superintendent Lyons gave an overview of Dr. John Skehan's Superintendent service and leadership in RSU 22 from 1968-1982. Details included Dr. Skehan's accomplishments and foresight that led to the building of Wing Four at the Old Hampden Academy, and the joining of Winterport to the school district. In May 2020, RSU 22 will have had three Superintendents in 50 years. Board member Dyer shared that Dr. Skehan was tough but fair, had a remarkable vision, was strategic and was held in high regard.

E. Student Representative

Student discussion forums will be advertised for five to ten students at a time. A student survey to go out on January 15th.

H. Assistant Superintendent Update

Finance and Budget:

- Budget Development for FY'21: Administrator meetings in progress
Public budget meeting dates distributed

Building Improvements/Bond Issues:

- Facilities and Maintenance Budget Meeting is Tuesday January 21st
- Debt Service budgeting will be discussed on the 21st as well
- Vaping Sensors follow up

Builds Community Relations

- Reeds Brook Student Council donation to Penquis

Builds Relationships with Other Districts

- Preliminary discussion with Hermon and Brewer CDL grant

Works with the Media

- RSU 22 Adult Education and the PACE program

VIII. Questions of Board Members

Board Member Coggeshall inquired if there can be an indication of suspension reports being coded, so that it is apparent if multiple infractions are committed by the same individual?

Board member Miller inquired if all reported suspensions were out of school? No, the PRP code indicates in-school suspension.

IX. Committee Reports

A. Finance Committee

Assistant Superintendent Nickels shared the meeting focused on the draft FY 19 audit.

B. Budget Committee

Chair Frank shared that budget meeting dates

C. Athletic Committee

No report.

D. Building Committee

Chair Gordon shared that the entire meeting reviewed a report by engineering firm SGC regarding electrical infrastructure improvements on the McGraw/Weatherbee campuses.

E. Negotiations Committee

Superintendent Lyons shared the process is moving forward with the EA 22 group. Future session dates have been calendared through May.

F. Education Committee

The primary discussion was around math including math blocks, and a math survey will be going out. Learning Labs have been successful in ELA and are now starting in math. Math labs have occurred twice this year including at Weatherbee School today.

Spiderweb discussions (based on the Harkness model) have been occurring at Hampden Academy and now the middle schools are considering the model as well. The students run the discussions and deep meaningful conversations occur because students direct the discussion.

January 17, 2020 will be an Inservice Day. The Blue Ribbon Commission will come to interview staff, parents, community stakeholders, etc. at Weatherbee and McGraw Schools.

G. Policy Committee

No meeting.

H. United Technologies Center Board

Board member Gordon attended the Annual Meeting with the culinary arts students providing dinner. Jim Dill was re-elected chair of the Board. A new hire has been identified to teach the EMT program. Board member Gordon shared that the UTC STEM bus is ready to deploy and it is hoped the bus will come to RSU 22.

I. Behavioral Review Committee

No report.

J. Education Foundation

No report.

K. SPRPCE Board

No meeting.

L. Community Relations Committee

Board member French shared that the meeting dates for the budget have been posted to Facebook. The next Community Relations Committee meeting will be changed to accommodate the Budget Committee meeting on Tuesday, January 21.

X. Policy Consideration

A. Discuss and act on first reading of Policy ACAA, Student Discrimination and Harassment.

Upon recommendation of the Policy Committee, Holmes moved, French seconded, and the Board voted unanimously to approve.

Board member Frank recommended that terms and definitions of sexual harassment versus physical harassment, etc., be consistent in all relevant policies. Recommended that the Policy Committee consider adding trusted faculty member to the staff list of guidance and the principal for students to approach with concerns.

B. Discuss and act on first reading of Policy ACAB, Harassment.

Upon recommendation of the Policy Committee, Holmes moved, French seconded, and the Board voted unanimously to approve.

C. Discuss and act on first reading of Policy BIA, Board Member Orientation/Handbook

Upon recommendation of the Policy Committee, Holmes moved, French seconded, and the Board voted unanimously to approve.

XI. Old Business

A. Discuss adjustment to Regulation GCG-R, Arrangements for Professional Staff Substitutes

Superintendent Lyons announced an adjustment to the regulation to align with minimum wage changes in 2020. The substitute rate will now be \$90 per day, which allows RSU 22 to be more competitive in the region.

XII. New Business

A. Fiscal Year 2021 Budget Dates

The dates have been distributed and are as follows:

Meetings below begin at 4:30 p.m. in Hampden Academy Library unless otherwise specified

1. Tuesday, January 21st: Articles 9, 10 and 11 (Facilities, Debt Service, Nutrition)
2. Tuesday, February 11th: Article 4 (Other instruction: athletics/co-curricular)
3. Tuesday, March 10th: Articles 1 and 2 (Regular and Special Ed Instruction)
4. Tuesday, March 24th: Articles 6 and 7 (System and Building Administration)

5. Tuesday, April 14th: Article 5 (Student & Staff Support: nurse, guidance, library)

6. Tuesday, April 28th: Article 8 (Transportation [later due to bidding process])

7. Tuesday, May 5th: Final Overall Budget Presentation

Wednesday, May 13th, Board of Directors Meeting: Budget Ratification 7:00 p.m.

Tuesday, June 2nd: Public Budget Forum at 6:00 p.m.

Thursday, June 4th: District Budget Meeting at Hampden Academy gymnasium at 7:00 p.m.

Tuesday, June 9th: Budget Validation Referendum Day, 8:00 a.m. to 8:00 p.m., polling sites

B. Discuss and act on first reading of 2020-2021 school calendar.

Upon recommendation of Superintendent Lyons, Dyer moved, French seconded, and the Board voted 714 to 221 (Baines, Liberatore, Frank) to approve the first reading of the 2020-2021 school calendar.

Discussion included a recommendation to move an inservice day to the November election day to alleviate the disruption, traffic at Wagner Middle School.

C. Acceptance of Donation per Policy KCD, Public Gifts/Donations to the Schools

Upon recommendation of Superintendent Lyons, Libertore moved, Dyer seconded, and the Board voted unanimously to accept the anonymous gift of \$5,000.00 to chess club.

Wagner School has a chess club and Smith School has an informal chess club. Practice meets recommended between Weatherbee and Smith chess clubs.

D. Warrant Article Transfer: Discuss and act on end of fiscal year FY 19 warrant article transfer recommendations.

Upon recommendation of Superintendent Lyons, French moved, Gordon seconded, and the Board voted unanimously to approve the warrant article transfer.

XIII. Communication and Correspondence

A. Set meeting dates

- Ad Hoc Lacrosse Subcommittee, 6:30 p.m., January 15, 2020 at Hampden Academy
- Budget Committee, 4:30 p.m., January 21, 2020 at Hampden Academy
- Community Relations Committee, 6:30 p.m., January 21, 2020 at Reeds Brook Middle School
- Finance Committee, 2:00 p.m., January 24, 2020 at Central Office
- Building Committee, 9:00 p.m., January 31, 2020 at Central Office

XIV. Executive Session

None.

XV. 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.

None.

XVI. Adjourn

The meeting was adjourned at 8:07 p.m.

Respectfully submitted,

Richard A. Lyons
Superintendent of Schools

Wednesday, January 22, 2020
Board of Directors Meeting - 7:00 p.m.
United Technologies Center

The Regional School Unit No. 22 Board of Directors met at United Technologies Center, Hogan Road, Bangor, on Wednesday, January 22, 2020. Board Chair Karen Hawkes called the meeting to order at 7:00 p.m. Directors present were: Faye Anderson, John Coggeshall, Jayne Dyer, Lester French, Allan Gordon, Jr., Karen Hawkes, John Holmes, Tania Jean-Jacques, Anthony Liberatore, DMD, Heath Miller and Mary Anne Royal.

Jim Baines arrived at 7:18 p.m.

Excused: Hamilton, Frank, Ferriter, Gass

II. Approval of Minutes of the Regular Meeting of January 8, 2020

Coggeshall moved, Holmes econded, and the Board voted unanimously to approve the minutes of the Regular Meeting of January 8, 2020.

Abstain: Royal

III. Adjustment to Agenda

Chair Hawkes announced an adjustment to the agenda to discuss and act on a parent request under Article V, Board Chair.

Article IX-H was deleted from the agenda.

IV. Persons Desiring to Address the Board

None.

V. Board Chair

Weatherbee and McGraw Schools are in the Blue Ribbon School Improvement Process. The parent focus group was highly valuable and immensely positive. Chair Hawkes thanked Principal Cyr for her efforts in this regard.

Chair Hawkes moved into the agenda adjustment regarding receipt of a parent complaint appeal form related to a personnel matter. Chair Hawkes invited a motion to add an executive session to hear the appeal on Wednesday, February 12, 2020. Board member Coggeshall read the motion into the minutes and Board member Holmes seconded.

Board member Royal asked if RSU 22 has a Code of Conduct for coaches? RSU 22 has a Code of Conduct for student athletes and parents on the website. The conduct of coaches is discussed in the handbook. The Maine Principals Association Handbook also has guidance related to coach conduct.

The Board voted 802 to 76 (Anderson) in favor of the motion. Motion stands.

VI. Personnel

A. Resignations

Superintendent Lyons announced the resignation of McGraw & Weatherbee school nurse, Sally Burke, RN.

B. Nominations - Transfers

None.

VII. Superintendent of Schools

A. Reading of Essential Behaviors and Outcomes Proclamation

Board Member Lester French read the Essential Behaviors and Outcomes Proclamation.

B. Law Enforcement Personnel and Request Thereof

None were received.

C. Presentation by Director

United Technologies Center Director Greg Miller was thanked by Superintendent Lyons for the Board of Directors tour he provided earlier in the evening. Director Miller gave a presentation to the Board regarding details of RSU 22 student attendance at UTC.

- 20 programs are offered at UTC
- Half of an Associates degree is available in four programs with full time EMCC student status: Business Leadership, Video and Audio Production, Digital Arts and Software Development, and Electronics and Advanced Manufacturing
- 3rd party certifications in many areas are awarded over 2 year programs
- 449 students achieved 3rd party certifications; 1831 3rd party certifications
- 281 students completed 1444 college credits (significant savings to families)
- A journeyman in plumbing starts at \$40-44,000 a year right out of high school
- Middle School and Exploratory for 9th/10th graders is being implemented
- Middle School CTE certifications for teachers are being offered
- 27 CTE centers in Maine: 39 towns and cities are served at UTC Region 4.
- \$4400 cost per pupil; well under the typical \$7700 cost per pupil statewide
- Aspects of the funding formula and the Hold Harmless clause
- Donations and partnerships have been a lynchpin of UTC's success and provision of equipment has been a result of local business partners building the regional workforce
- Skills USA has been very successful for UTC students
- Thursdays lunch is available to the public through the culinary arts program

D. Update on Legislative Bills

Superintendent Lyons shared the update of legislative bills.

E. Student Representative

No report.

F. Monthly Financial Report

Assistant Superintendent Nickels shared the monthly financial statement.

VIII. Questions of Board Members

Board Member Royal asked if there have been any truant student referrals? There have been none.

Board Member Royal asked if there have been any referrals to the School Resource Officer (SRO)? No, there has not.

IX. Policy Consideration

A. Discuss and act on second reading and adoption of Policy ACAA, Student Discrimination and Harassment.

Upon recommendation of the Policy Committee, Holmes moved, French seconded, and the Board voted unanimously to approved and adopt Policy ACAA, Student Discrimination and Harassment.

Abstain: Frank

Board member Frank cautioned that the policy as written may have inadvertently removed the address of harassment of a student by an employee. Mr. Lyons will review Policy GBEBB, Staff Conduct with Students, in relation to this concern.

Board member Coggeshall found it puzzling that a policy that consisted of three lines years ago is now three pages.

Board member Royal asked for clarification on what the policy committee would be reviewing? Policy language that ensures address of staff harassment toward a student.

B. Discuss and act on second reading and adoption of Policy ACAB, Harassment.

Upon recommendation of the Policy Committee, Holmes moved, Baines seconded, and the Board voted unanimously to approve and adopt Policy ACAB, Harassment.

Abstain: Frank

C. Discuss and act on second reading and adoption of Policy BIA, Board Member Orientation/ Handbook

Upon recommendation of the Policy Committee, Holmes moved, Royal seconded, and the Board voted unanimously to approve and adopt Policy BIA, Board Member Orientation/Handbook.

Board member Coggeshall asked if it has been the practice for mentors to be assigned to new board members? Yes, the practice is being formalized in policy.

D. Discuss and act on first reading of Policy CHA, Development of Regulations

Upon recommendation of the Policy Committee, Dyer moved, Frank seconded, and the Board voted unanimously to approve the first reading.

Board member Royal asked how the district identifies which regulations have been adopted by the Board when looking at the master list? This matters because the Board becomes the oversight and is responsible for the regulation. Add the two regulations to the policy list and distinguish which regulations are required by state statute.

E. Discuss and act on first reading of Policy CH, Policy Implementation

Upon recommendation of the Policy Committee, Holmes moved, Royal seconded, and the Board voted unanimously to approve the first reading.

F. Discuss and act on first reading of Policy CHCA, Handbooks and Directives

Upon recommendation of the Policy Committee, Dyer moved, French seconded, and the Board voted unanimously to approve the first reading.

G. Discuss and act on first reading of Policy BGD, Board Review of Regulations

Upon recommendation of the Policy Committee, Holmes moved, Dyer seconded, and the Board voted unanimously to approve the first reading.

Board member Frank inquired if the use of may versus shall is allowable in relation to the requirements of an elected body? The Policy Committee will review. This is not a required policy.

X. Old Business

A. Discuss and act on second reading and adoption of 2020-2021 school calendar.

Upon recommendation of Superintendent Lyons, Dyer moved, French seconded, and the Board voted 581 to 366 (Anderson, Baines, Frank, Holmes, Liberatore) to adopt the 2020-2021 school calendar as read.

Board member Holmes asked why an inservice day could not be simply moved to the election day? It seems to be a disruptive day at Wagner Middle School. Superintendent Lyons shared that the Town of Winterport has been approached regarding the identification of an alternative site yet the logistics have proven difficult. Director of Curriculum Giard and Principal Don Roux spoke regarding the planning for alternative activities for Wagner Middle School students that day.

A request from the Board to report as to the plan for Wagner Middle School logistics and activities come together for election day 2020.

XI. New Business

A. Discussion of Strategic Planning Session

At the second meeting of February review current strategic plan and get updates from administrators about the status of the plan. Following the budget season in late spring, an ad-hoc board committee would form to establish an efficient strategic plan procedure and best practice process.

Board member Royal shared a frustration in a strategic plan that is a living document that is referred to and referenced as a regular agenda item.

Board member Frank spoke to the importance of evaluation of the process and content of the strategic plan in an upcoming Board meeting.

Board member Royal inquired if the strategic plan was focused on the Board of Directors or does it belong to the RSU?

Strategic planning will occur in the Hampden Academy library, as the multi purpose room was noted to have poor acoustics.

Board member Royal and Chair Hawkes will serve on the ad-hoc committee.

XII. Communication and Correspondence

A. Set meeting dates:

- February 12, 6:00 p.m. Athletic Committee Meeting
- February 26, 6:00 p.m. Community Relations Committee Meeting
- Feb 26, 7:00 p.m. Board of Directors Meeting
- February 27, 6:00 p.m. Dropout Prevention Committee Meeting

XIII. Executive Session to Discuss Evaluation of the Superintendent of Schools, According to 1 M.R.S.A. § 405(6)(A)

At 8:18 p.m. Dyer moved, Holmes seconded, and the Board voted unanimously to enter Executive Session to Discuss Evaluation of the Superintendent of Schools, According to 1 M.R.S.A. § 405(6)(A).

The Board entered back into regular session at 8:23p.m.

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.

None.

XV. Adjourn

The meeting was adjourned at 8:24 p.m.

Respectfully submitted,

Richard A. Lyons
Superintendent of Schools

Present: Hans Peterson, Chair, Karen Boudreau, Kristin Canders, Adrienne Carmack, Rich Crowe, Cheryl Fasse, Pat Gaetani, Earle Hannigan, Kirsten Ismail, Kevin Kelly, Mel MacKay, Susan MacKay, Kim Meagher, Tony Pellegrini, James Strout, Dan Wellington

Also Present: Airlia Britt, Beth Campbell, Bill Meier, Dan O'Connell, Eric Zelz

Not Present: Sande Curtis, Jim Lacadie

CALL TO ORDER

Chair Hans Peterson called the meeting to order at 7 a.m. New sending school co-representative from RSU 63 Holly Whitmore was present; introductions were made around the room.

Motion: To approve the September 10, 2019 and October 3, 2019 minutes as presented.

Fasse/Ismail

Approved without opposition.

A self-perpetuating board should have active input from current members on choosing new members. The Committee on Trustees will hold a meeting in December or January (all board members are invited to attend or join that committee); any recommendations for new members should be directed to Hans or Mel. Mel referred to the previously distributed board profiles and noted second-term expirations. Seeking replacements should start early enough so that new board members can be voted on in April and welcomed at the final board meeting in June.

HEAD OF SCHOOL REPORT

Mel MacKay welcomed questions on his previously distributed head's report. The groundbreaking event for the new gym and fitness center on October 31 was a success, and now it's on to Phase 2 of the campus expansion project. Fundraising is paramount to maintaining the momentum of the whole project. The closing for the bank loan is scheduled for November 20, with the first of what will be monthly requisition meetings scheduled for November 21. Site work is ongoing.

Athletic Director Dan O'Connell was in attendance to share the successes of the fall sports season. Of the varsity fall sports teams that represented the six competitive fall sports (golf, girls' and boys' soccer, cross-country, football, and field hockey; cheering is a competition sport in the winter), all made the post-season. There were 29 All-Academic qualifiers, at least two on each team.

Dan described the coordination of the wide range of facilities the school must use for practices and competitions. There are five major factors affecting logistics: weather, coaching availability, transportation, facility availability, and above all, student welfare. The new practice gym and fitness center will lend itself to saving time and money. On a question, Dan said that about 180-240 students participate in sports, depending on the season. Over the course of last year, 62 international students participated in a sport. Communication with student athletes is typically managed by coaches (with assistance from the AD's office) and through social media (Facebook, Twitter, group apps, school website).

FINANCE

Treasurer and committee chair James Strout acknowledged the board's faith in the Finance Committee in approving the budget as presented at the September board meeting. The final budget and notes were shared electronically to allow further questions from the board. Bill Meier helped to summarize the budget process and discussed drivers of the budget. James reiterated that each scenario is dissected by the committee with an

eye to the future of the boarding program. Based on discussion, now that the school is entering its ninth year with the boarding program, it makes sense to examine the program's sustainability. The gross revenue from it is easy to see in the budget, but with expenses most often incorporated in items that reflect spending school-wide, it is less easy to determine the program's net effect. Mel and Bill went into some of the details of major budget drivers and major positive contributions of the program (for example, the generous financial aid to day student families and the continuation of generous health insurance benefits over a period of steep increases that have been possible by the boarding program). Bill will work on a breakdown of expenses and overall financial impact of the boarding program.

BBSC completed the annual audit and presented it to the Finance Committee earlier this month. With only a few minor journal entry adjustments and no recommendations for changes in management procedures, overall it is a clean audit. The goal is to have the audit done by this time each year. This year it was specifically important as it was a criterion of the bank closing (scheduled for November 20) on the loan for the campus expansion project.

Motion: To accept the audit as recommended by the Finance Committee.

Ismail/Gaetani

Approved without opposition.

Mel acknowledged Hans Peterson's tireless technical legal work on project financing documents. Hans reported that the closing on November 20 would be a routine commercial transaction. He reiterated that the school is comfortable that it can generate the money needed to pay back the loan. Though it will not hold up the closing, Hans also stated that the bank will require a finalized audit report before the school begins to draw on funds.

BUILDINGS & GROUNDS

Dan Wellington reported on the committee's behalf that project site work is well underway and going well. He welcomed questioned on the minutes. He reported that some committee members visited dorms after their last meeting and shared how impressive they are in general and specifically in terms of layout and cleanliness.

Dan and Mel broached school security as a topic now in active discussion at the Administrative Team level. A recently implemented visitor pass system helps to identify visitors and other non-employees in the school (including substitute teachers). Soon new signage will direct visitors from the entrances to the main office for check-in. However, the Bangor Police Department has recommended that there are too many points of entry to the building. Noting that it was the Buildings and Grounds Committee a dozen years ago that spearheaded the current locked doors and buzz-in security system, Mel said that he believed school security was an issue of importance at the board level. All agreed.

With the new facility in mind, school personnel are exploring new systems such as card-coded entry. It was reported that Dean of Students Liese Wood has invited a firm in to discuss hardware (cameras, "buzzers") options and costs. Mel indicated that now is the time to create a budget placeholder for next year (FY21) as it is likely there will need to be an initial capital outlay. The bottom line endorsed by board members present was that this year represents an appropriate time for the school to take the next steps forward in enhancing the security of students and staff.

DEVELOPMENT

Chair Adrienne Carmack referred to the minutes and welcomed questions. She spoke to the success of the groundbreaking on October 31.

The Capital Campaign Committee is still seeking a co-chair (anyone interested to should let Adrienne or Rich Crowe know). Its next meeting is December 11 at 11 a.m., and all board members are welcome to attend.

Airlia Britt walked board members through giving by cell phone, a technique that will be rolled out publicly in the coming days. It will be especially useful at events like the annual auction, replacing the labor-intensive “raise your paddle” portion of the evening. The idea behind this is to make giving easy and efficient for donors who are more tech-minded and connected.

ENDOWMENT

Kirsten Ismail reported on the most recent meeting. New members are welcome to join the Endowment Committee, the next meeting of which will be December 11 at 4 p.m. Meetings are held at Deighan Wealth Advisors on Harlow Street, where Lucie Estabrook helps to manage the school's portfolio and provide reports.

NEXT BOARD OF TRUSTEES MEETING

The next meeting is February 11, 2020 at 7 a.m. in the library.

ADJOURNMENT

The meeting adjourned at 9:17 a.m.

Respectfully submitted by Adrienne Carmack, Secretary