

RSU 63 Board Meeting
Date: February 27, 2017
Location: Eddington Elementary School
Minutes

Members Present:

Town of Clifton – Dola Hinckley

Town of Eddington – Rusty Gagnon 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 Eddington – David McCluskey

Vice Chair Rusty Gagnon called the meeting to order at 6:30 pm. A flag salute was conducted and a moment of silence was observed.

Approval of Minutes: Motion by Jennifer Newcomb with a second by Daniel Allen to approve the January 23, 2017 regular meeting minutes as written.

Vote: 7 yes, 0 opposed

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

Erin McDonald and Katie Ames received Reading Matters to Maine Tuition Scholarships. Ms. McDonald and Ms. Ames needed these courses for their certification and by receiving these scholarships; they have saved our district money.

At the Holbrook School, the Math Counts Team finished 5th with Levi Peterson finishing 4th overall and Nick Geiser finishing 9th overall.

The Cheering Team finished 2nd in competition.

The “A” Basketball Teams advanced to the semifinals but lost. The Boys and Girls “B” Basketball Teams won the PVML Championships.

Ian Dudley was the winner of the Holbrook Spelling Bee and will be going to the Regional Spelling Bee on February 28, 2017 at the Glenburn Elementary School at 6:00 pm.

We have 12 teachers who were pilot teachers for our evaluation system. They have finished their three-year cycle in December 2016. Susan Smith recognized the 12 teachers: Julia Alley, Brenda DeRoche, Kathy Jellison, Elena Perrello, Tom Coleman, Susan Harriman, Michele Archambault, Deannie Brownell, Jen Carslon, Maddy Roberts, Andrea Turmelle and Sherri MacLaren.

Susan Smith recognized Dola Hinckley for her years of service on the RSU 63 Board of Directors to the students, staff and community. Rusty Gagnon presented Dola Hinckley with a plaque in recognition and thank you for her years of service on the RSU 63 Board.

Acceptance of Gifts/Donations:

We received approximately \$3,104.00 from the Donors Choose Donation Fund. Susan Smith distributed some photographs to the Board members from the Eddington School showing some of the class projects the students used the funds for, such as first grade indoor recess materials and family game library.

Bookcases were donated to the Occupational Therapy Program at the Holbrook School from a private citizen in Veazie.

Holbrook HEAT made a donation of Math Team shirts and cheering uniforms.

Presentation – No presentation

Questions and Comments from the Public: None

Next Meeting Dates:

Budget & Finance Committee – Budget Workshop on Tuesday, March 7, 2017 at Holbrook School from 10:30 am to 2:00 pm; Budget & Finance Committee Meeting on Tuesday, March 14, 2017 at the Holbrook School at 4:00 pm with an audit presentation by our auditor, William Hall at 5:00 pm.

Policy Committee – Monday, March 6, 2017 at Holbrook School, 6:15 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

New School Committee – Wednesday, March 15, 2017 at Holbrook School, 5:30 pm

Wellness Committee – Tuesday, February 28, 2017 at Holbrook School, 3:15 pm

The S.P.R.P.C.E. Board of Directors' Board Meeting scheduled for February 13, 2017 has been postponed due to weather and will be rescheduled.

Reports:

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

Vote: 7 yes, 0 opposed

Budget and Finance:

The Budget & Finance Committee met prior to the Board Meeting tonight. The committee will receive the first draft of the FY18 budget this week in preparation for the upcoming Budget Workshop. The committee discussed the audit and management letter that came with the audit. The Board members received a copy of our response letter to the Department of Education and we will be posting our response letter on our website. We discussed reserves and fund balance and we are working on a prioritized plan moving forward with what has been identified as surplus that we have from last year's budget. We approved the purchase of a van through the state auction for no more than \$2,000. We discussed eliminating the Yarmouth run we have been providing for a few years. We no longer have a student on that run.

Superintendent's Report:

Superintendent Smith has nothing to add to her written report.

RSU 63's Vice-Chair Report:

An Emergency Bill, An Act to Provide for Fairness in the Transfer of Students, has been submitted to the legislature. Rusty Gagnon gave the Board members a synopsis of the bill. There has been a hearing on this bill and testimony was given at the hearing. MSMA submitted a letter on behalf of the superintendents and school district opposing the bill, which we feel is not fair to the receiving school district. There is going to be a working meeting of the Committee on Education and Cultural Affairs this coming Thursday at 2:30 pm in Augusta. Rusty Gagnon contacted a member from the House of Representatives to

see if it would be beneficial for a RSU 63 representative to go and speak or if he could speak on our behalf.

Motion by Jenn Newcomb with a second by Dola Hinckley to accept all written and oral reports.

Vote: 7 yes, 0 opposed

Old Business:

- 1) **Pre-K Child Care** – Susan Smith distributed a RSU 63 Request For Proposal to obtain bids for childcare services for pre-kindergarten children at Eddington School. All bids/proposals must be received by March 17, 2017 at 4:00 p.m. so they can be opened and reviewed, and a recommendation brought to the Board at the March Board meeting. Mrs. Smith briefly reviewed the Request For Proposal. We would charge \$6,000 a year spread out over 10 months, which would cover the cost of our heating and the sewer and water for the building. As part of the proposal, we are asking the bidder how they would charge the parents to make it reasonable and affordable for them. We hope to have three sessions of pre-kindergarten next year – 2 in the morning and 1 in the afternoon. Pre-kindergarten is available Monday through Thursday, so we have to know how the childcare would accommodate children on Fridays. The childcare would have use of the playground for up to 1 hour a day.

The next steps will be to convert this document to a pdf and make it public this week. We will send the document to the two parties who have already expressed interest. We will ask the towns to help us get the word out, as the turnaround time is short.

- 2) **New School Application** – Susan Smith distributed a 2017-2018 Rating Cycle Application for the Eddington School to the Board members. Oak Point is still working on the applications. We will submit three separate applications, one for each school. All applications will state that we want to consolidate to one building to help reduce redundancies. Many parts of the applications will be similar, but the supporting details will be different for each application. We should have all three applications for the New School Committee Meeting on March 15 to review. We hope to have Board approval at the March Board meeting to file the applications, which are due April 14, 2017.

- 3) **Policies** – Motion by Dola Hinckley with a second by Jenn Newcomb to approve Draft Policy JJE – Fund Raising and Draft Policy JJIBA – Hiring & Evaluation of Coaches on 2nd Reading as written.

Vote: 7 yes, 0 opposed

New Business

- 1) **School Calendar for 2017-2018** – Motion by Nikki More with a second by Jenn Newcomb to approve Draft #1 Version of the RSU 63 Calendar Year 2017-2018.

We have had 5 snow days to date, which would make the last day of school right now June 19, 2017. An early release day on June 2 is scheduled as the teachers traditionally enter final grades and other data, such as assessment and RTI data on that early release day. Chris Galinski asked if an addendum could be added to next year's calendar to be able to move the early release day in case we have a large number of snow days.

The Board voted on the motion to approve the 2017-2018 School Calendar. The motion passed with an addendum/note to be added to the 2017-2018 calendar that the June 1, 2017 Early Release Day may need to be changed dependent on snow days.

Vote: 7 yes, 0 opposed

2) Policies:

- a) Motion by Dola Hinckley with a second by Daniel Allen to approve Draft Policy GBGAA – Exposure Control Plan, Draft Policy Policy IMDA – Patriotic Exercises, Draft Policy IMDB – Flag Displays and Draft Policy Policy JJIB – Sponsorship & Evaluation of Athletic Programs on 1st Reading.

Vote: 7 yes, 0 opposed

- b) Motion by Dola Hinckley with a second by Daniel Allen to approve Draft Policy JLA – Student Accident Insurance, Draft Policy JLCC – Communicable/Infectious Disease, Draft Policy JLCCA – Management of Pediculosis (Head Lice) and Draft Policy JLCD – Administering Student Medications on 1st Reading.

On Policy JLCC, Section III, line 1, there was a typographical error. A vote was taken to approve Draft Policy JLA as written, Draft Policy JLCC as amended, Draft Policy JLCCA as written and Draft Policy JLCD as written on 1st Reading.

Vote: 7 yes, 0 opposed

- c) Motion by Dola Hinckley with a second by Daniel Allen to approve Draft Policy JLCD-R – Administering Student Medications on School Field Trips, Draft Policy JLCCA – Individual Sun Protection, Draft Policy JLCE – Life Sustaining Emergency Care, Draft Policy JLDBG – Reintegration of Students from Juvenile Correctional Facilities, Draft Policy JLIB – Dismissal of Students and Draft Policy JO – Employment of Students on 1st Reading.

Vote: 7 yes, 0 opposed

- 3) **Policy IHBAK** – Motion by Dola Hinckley with a second by Nikki More to rescind Policy IHBAK – Life-Sustaining Emergency Care.

Vote: 7 yes, 0 opposed

Rusty Gagnon asked for direction from the Board. Last month it was brought to the Board's attention that our current Policy BDG states if revisions or corrections are needed to the policy on the first reading, the policy would go back to the Policy Committee and then the Board for a second or subsequent reading. The Board members agreed that anything beyond spelling, grammar and/or punctuation should go to the Policy Committee and brought to the Board for a second reading. Therefore, changes in the wording (deletions, additions) would need to go back to the Board.

Personnel Actions:

1. Resignations: Bus Driver Cheryl Estey has resigned.
2. Leaves: Mary St. Peter will be on continued Family Care Leave until it runs out. She will then be taking leave without pay until the end of the school year.
3. Elections: None

4. Appointments: The following appointments to RSU 63 have been made since the last board meeting: Kelly Ginn and Jeanne Crockett – Substitute Teachers, Gene Worcester – Baseball Coach, Samantha Bedore – Softball Coach and Jenn Carlson – Track and Field Coach.
5. Searches: We are still looking for Substitute Bus Drivers and Substitute Teachers.
6. Reassignments: Andrea Turmelle reassigned to part time Math Support at the Holden Elementary School. Nikki Goss is the Long-Term Substitute for Grade 6 at the Holbrook Middle School. Tom Lwowski is a substitute custodian. He has taken and passed his written test and has to wait 14 days for the next part. Kim Barclay is able to return as a part-time bus driver.

Questions and Comments from the Public: None

At 7:37 p.m. a motion was made by Dola Hinckley with a second by Daniel Allen to adjourn the meeting. **Vote: 7 yes, 0 opposed.**

Sincerely,

Susan M. Smith
Superintendent of Schools