

RSU #63 Board Meeting
Date: January 27, 2020
Location: Holbrook Middle School
Minutes

Members Present:

Town of Eddington: Charles Baker, Jr. and Christina McLeod

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

Town of Clifton: Linda Graban

Superintendent of Schools: Susan M. Smith

Tardy Excused:

Town of Eddington: Steve Carr – Arrived at 6:59pm

Administrators Absent Excused:

Technology Director: George Cummings

Elementary Schools Principal: Don Spencer

Chair, John Hutchins called the meeting to order at 6:30pm.

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

Approval of Minutes: Motion by Christina McLeod with a second by Heather Charity to approve the minutes from the December 2, 2019 Board Meeting.

Vote: 7 Approved; 0 Opposed

Recognition and/or Awards of Students, Staff, and Others: Superintendent Smith recognized Kelsey Linscott for earning her Master's Degree in Literacy Education. Michelle Wright was recognized for earning her Bachelor of Science Degree in Information and Library Science. The Institute of Museum and Library Sciences (IMLS) grant will fund part of the salary increase of Ms. Wright moving from an Ed Tech to a Librarian for the 2019-2020 school year. Superintendent Smith recognized Rita Lovejoy, Sherri MacLaren, Julia Alley, Brenda DeRoche, Kathy Jellison, Michele Archambault, Deanie Brownell, and Peter Walsh for completing their three-year summative evaluations and professional growth plans in December with an Effective Rating. These continuing contract teachers have helped support the education profession by being mentors, helping with committee work, and having student teachers with them. Marie Baillargeon was thanked for shoveling and salting the Holden school walkways and getting the school opened up by 6:30am without being asked and in the absence of a custodian.

Acceptance of Gifts/Donations: Superintendent Smith recognized Rita Lovejoy for receiving funding through Donors Choose for her life-skills classroom project "Exciting Exploration in Science!" Michelle Wright received a donation from Donors Choose for books for the Holbrook Library. CHEFS had a variety of donations in the amount of \$1,693.00 to benefit the food pantry and the backpack program. The food service department received a donation from the North Brewer Methodist Church in the amount of \$663.00 and a donation from Mr. and Mrs. Paul Seigny in the amount of \$300.00. Cole Transportation Museum donated an interactive projector to the Holbrook School.

Presentation: Superintendent Smith introduced William Hall of RHR Smith and Company. Mr. Hall reviewed highlights of the audit of the 2018-2019 school year. Overall, the District is in good financial shape. Mr. Hall asked the Board if there is anything they would like him to change with his audit presentation in the future. Mr. Robinson recommended a power point for the Board to follow along with rather than flipping through the paper audit statement. Heather Charity recommended a 5-year comparison.

Questions and Comments from the Board: None

Questions and Comments from the Public: None

Dates of Next Committee Meeting:

Student Success Committee: Tuesday, February 4, 2020 at 3:30pm, at Holbrook

Policy Committee: Tuesday, February 4, 2020 at 5:30pm, at Holbrook

Curriculum Committee: Monday, February 10, 2020 at 3:30pm, at Holbrook

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

FY21 Budget Workshop Meeting (Transportation and Facilities): Tuesday, February 11, 2020 at 5:00pm, at Holbrook

Next Regular Board Meeting: Monday, February 24, 2020 at 6:30, at Holbrook

Budget and Finance: Kelly Theriault advised the audit for FY21 will be going to bid. She anticipates sending out 9 requests for proposals. Nothing to add to the Budget and Finance Committee Reports. Superintendent Smith added that an updated FY21 Budget Timeline is each Board members folder.

Superintendent's Report: Superintendent Smith stated she and Charles Baker attending the Eddington Select Board Meeting last week. They shared information about the budget and facilities.

Superintendent Smith also shared she has received unofficial word from the Department of Education that all three projects submitted for the School Renovation Revolving Fund are on the approval list and waiting for final approval of the Commissioner. A truant student and his family went to their second court appearance last week. They were fined \$350.00. Mr. Gauthier met with the student and family the following day and discussed Job Corps as an option. Superintendent Smith met with William Magnum "Pops" to schedule a tour of Job Corps for the student. Superintendent Smith advised the Board she attended the Superintendent Winter Convocation in Portland. The Commissioner of Education spoke on many different areas and asked for Superintendent feedback. The guest speaker was the Chief Justice for the Supreme Court in New Hampshire. He spoke on mental illness and warning signs based on his own personal family experiences. Superintendent Smith is on a planning committee for the Regional Professional Development Day on March 20th. The topic will be Social Emotional Learning.

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: 8 Approved; 0 Opposed

Old Business: None

New Business:

School Year Calendar 2020-2021: Draft 2b was presented to Board members. Changes include starting the school year a little earlier due to the placement of Labor Day. The other change involved dates for parent teacher conferences. Based on input from teachers, parent teacher conferences will be held at the end of October, rather than the beginning.

Motion to approve School Year Calendar 2020-2021 by Steve Carr with a second by Christina McLeod.

Vote: 8 Approved; 0 Opposed

Policies to Rescind: AEC – Accountability – Reporting to the Public and Policy AA – School District Legal Status – Free Choice Selection of High School. Policy AEC is not a required policy and language from this policy is included in another required policies. Policy AA language is included in policy JFBC.

Motion by Heather Charity with a second by Holly Whitmore to rescind policies AEC – Accountability – Reporting to the Public and Policy AA – School District Legal Status – Free Choice Selection of High School.

Vote: 8 Approved; 0 Opposed

Policy to Approve: JFBC – Secondary School Tuition; GBGAA – Exposure Control Plan; ACAA – Harassment and Sexual Harassment of Students; ACAA-R – Student Discrimination and Harassment Complaint & Administrative Procedures; ACAB-R – Employee Discrimination and Harassment Complaint & Administrative Procedure; GBEBB – Staff Conduct with Students; Christina McLeod, policy committee chair, advised policy JFBC had language added from policy AA and language stating tuition only is paid by the District. Policy GBGAA is an annual review policy. No language changes. Policy ACAA, ACAA-R, ACAB-R had language added to match the new law. Policy GBEBB has a few formatting changes.

Motion by Steve Carr with a second by Christina McLeod to approve policies JFBC – Secondary School Tuition; GBGAA – Exposure Control Plan; ACAA – Harassment and Sexual Harassment of Students; ACAA-R – Student Discrimination and Harassment Complaint & Administrative Procedures; ACAB-R – Employee Discrimination and Harassment Complaint & Administrative Procedure; GBEBB – Staff Conduct with Students.

Vote: 8 Approved; 0 Opposed

Personnel Actions:

Resignations: Nichole Foster, Holden Custodian

Reassignments: Andrea Reed moved from Bus Driver to Substitute Bus Driver.

Elections: None

Appointments: Crystal Graffam, Substitute and Daniel Soule, Bus Driver

Searches: Searches continue for Substitutes, Holbrook Drama Advisor, and a Custodian.

Discussion: Superintendent Smith advised one applicant, Jennifer Barker, applied for the Holbrook Drama Advisor position. Ms. Barker is a former teacher for RSU 63 and in the past held the Drama Advisor position. She is also the sister of Board Member, Holly Whitmore. Due to policy BCC – Nepotism, Ms. Barker is not able to be hired for this position. Superintendent Smith asked if the Board would consider making an exception to hire Ms. Barker or if they would rather not have the Holbrook Play offered. Holly Whitmore excused herself from the discussion and vote. John Hutchins stated he would like to see the play offered to students and felt an exception could be made in this situation as it is an extra-curricular activity. Steve Carr asked if the Nepotism policy could be reviewed by the Policy Committee to allow the Board to make exceptions for situations as this. Superintendent Smith stated the Policy Committee can review the policy at their next meeting.

Motion by Steve Carr with a second by Linda Graban to hire Jennifer Barker as the Holbrook Drama Advisor and for the policy committee to review policy BCC - Nepotism.

Vote: 7 Approved; 0 Opposed; 1 Abstention (Holly Whitmore)

Questions and Comments from the Public: None

Adjournment: At 7:23pm a motion was made by Gavin Robinson with a second by Heather Charity to adjourn the meeting.

Vote: 8 Approved; 0 Opposed

Respectfully submitted by,



Susan M. Smith

RSU #63 Superintendent/Director of Curriculum and Instruction

Approved: February 24, 2020