

**RSU 63 Board of Directors  
Board Meeting and FY21 Budget Hearing  
Monday, June 15, 2020  
6:30pm in the Holbrook Middle School Gym  
Members of the Public May Also Connect by Phone  
1-484-841-5850      PIN: 110 237 675#**

**Agenda**

**Call Meeting to Order**

**Flag Salute/Moment of Silence**

**Welcome New Board Member**

**Approval of Minutes for May 27, 2020 Board Meeting**

**Recognition and/or Awards of Students and Staff**

1. Grade 8 Student Awards
2. Richard Modery, Holbrook Middle School Principal

**Acceptance of Gifts/Donations**

1. Monetary Donations for CHEFS
2. Northern Light Child and Community Health Donation - Dental Supplies
3. McKinney-Vento Grant
4. Bikes for Books Donation from the Mason's Seminary Hill Daylight Lodge

**Presentation – Proposed FY21 Budget – Kelly Theriault and Susan Smith**

**Questions and Comments from the Board**

**Questions and Comments from the Public**

**Dates of Next Meetings**

1. RSU 63 Budget Meeting: Wednesday, July 1, 2020 at 7:00pm at Holbrook School
2. Referendum Vote – RSU 63 FY21 Budget: Tuesday, July 14, 2020
3. Board Meeting – July 27, 2020 at 6:30pm at Holbrook School
4. Budget and Finance Committee: TBD

**Budget and Finance**

1. Budget and Finance Committee

**Superintendent's Report**

**RSU 63 Chair's Report**

**Discussion, Motion, and Acceptance of Reports**

(written and verbal Administrative, Committee, Budget and Finance, Superintendent, and Board Chair Reports)

**Old Business**

1. Approval of the Proposed 2020-2021 (FY21) RSU 63 Budget
2. Fountas and Pinnell Reading Materials

RSU 63 Board Meeting Agenda

June 15, 2020

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## **New Business - None**

### **Personnel Actions**

1. Resignations - None
2. Retirements - None
3. Reassignments - None
4. Elections (Board Vote Required)
  - a. Eddington Life Skills Teacher – Suzanne Schropfer
  - b. Holden Resource Room Teacher – Theresa Richardson
5. Appointments
6. Searches
  - a. PK-8 Computer Science Teacher
  - b. Part Time Speech Language Pathologist
  - c. Eddington Life Skills Educational Technician II or III
  - d. Long-Term Sub Speech Language Pathologist

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

### **Adjournment**

In compliance with the Americans with Disabilities Act, if you require any kind of assistance to fully participate in this meeting, please notify the Superintendent's Office at 843-7851 or write to Superintendent of Schools, 202 Kidder Hill Road, Holden, ME 04429.

RSU #63 Special Board Meeting  
Date: May 27, 2020  
Location: Holbrook Middle School Library and Remotely  
Minutes  
Remote Dial In Phone Number: 1-443-671-8015 PIN: 952202129#

**RSU 63 Board Members Physically Present:**

*Town of Holden:* John Hutchins and Holly Whitmore

*Town of Eddington:* Charles Barker, Jr (arrived at 7:15pm)

**RSU 63 Board Members Remotely Present:**

*Town of Eddington:* Steve Carr (arrived at 6:45pm)

*Town of Holden:* Gavin Robinson and Heather Charity (arrived at 6:42pm)

*Town of Clifton:* Linda Graban

**RSU 63 Board Member Absent:**

*Town of Eddington:* Christina McLeod

**Also Physically Present:**

*Superintendent of Schools:* Susan M. Smith

**Also Remotely Present:**

*Elementary Schools Principal:* Don Spencer

*Holbrook Principal:* Richard Modery

*Business Manager:* Kelly Theriault

*Special Services Director:* Jesse Gauthier

*Technology Director:* George Cummings

*Transportation and Facilities Director:* Jake Morgan

*Administrative Assistant:* Shelley Wyman

*Curriculum Committee Facilitator:* Madeline Roberts

*RSU 63 Teachers:* Bernadene Brownell, Deborah Colbry, Elizabeth Davis-Spencer, Robert Merritt, and Michelle Wright,

*RSU 63 New Hires:* Ashley Allen, Linda Thompson, Marleina Ford

*Holden Resident:* Tracy Goodridge

Chair, John Hutchins called the meeting to order at 6:35pm.

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

**Approval of Minutes:** Motion by Holly Whitmore with a second by Heather Charity to approve the minutes from the May 11, 2020 Board Meeting.

**Roll Call Vote:** Holly: Yes; Linda: Yes; Gavin: Yes; Heather: Yes; John: Yes

**5 Approved; 0 Opposed**

**Recognition and/or Awards of Students, Staff, and Others:** John Hutchins, RSU 63 Board Chair read a letter of years of service for Holden Board Member Gavin Robinson. Mr. Robinson is not running for re-election to the RSU 63 Board of Directors. Mr. Hutchins thanked Mr. Robinson for his years of service and contributions to the committees he served on. The letter and plaque will be presented to Mr. Robinson at a less restrictive time.

Superintendent Smith recognized the Grades 6-8 Holbrook students for their participation in the Eastern Maine Math League. The Grade 6 team: Brooke Whitmore, Grace Bartlett, Joey Desmond, and Kane Cookson-Goodridge finished in second place. Brooke Whitmore and Grace Bartlett placed in the top 10 individual scores for Grade 6. The Grade 7 team: Oscar Mendoza-Martinez, Andy McCann, Dylan Nadeau, and Tiana Wheelock finished in fifth place. Oscar Mendoza-Martinez placed in the top 10 individual scores for Grade 7. The Grade 8 team: Soren Peterson, Gage Jones, Ashton Torrey, and Ian

Yanofsky finished in second place. Gage Jones placed in the top 10 individual scores for Grade 8 and Soren Peterson finished in first place for Grade 8. Math Counts is a national program for students in Grades 6-8. Holbrook was represented by the Grade 8 team of Soren Peterson, Gage Jones, Tristan Prokop, and Wyatt Jameson. This team finished in fourth place and was set to compete at the state level in Fairfield, Maine. The state level competitions were cancelled by the national board of directors.

Superintendent Smith recognized Bernadene Brownell, Holbrook Math Teacher; Elizabeth Davis-Spencer, Holbrook Music and Band Teacher; and Deborah Colbry, Elementary Special Education Teacher. Richard Modery, Holbrook Principal and Don Spencer, Elementary Schools Principal both talked about these ladies and their numerous contributions to RSU 63.

Chair, John Hutchins, also thanked the teachers, recognized the positive impact they have had on students, and wished them well in their retirement.

**Dates of Next Committee Meeting:**

Budget and Finance Committee Meeting: Monday, June 8, 2020 at 3:00pm, Holbrook Middle School and Remotely

School Board Meeting and RSU 63 FY21 Budget Public Hearing: Monday, June 15, 2020 at 6:30pm, Holbrook School

RSU 63 Budget Meeting: Wednesday, July 1, 2020 at 7:00pm at Holbrook School

Referendum Vote – RSU 63 FY21 Budget: Tuesday, July 14, 2020

**Budget and Finance:** Nothing to add verbally. Business Manager, Kelly Theriault added to her report RSU 63 have nine cases of unemployment fraud. Gavin Robinson added fraud is rampant right now. Be aware and suspicious of emails, checks, and letters you are not familiar with.

**Superintendent's Report:** Nothing to add.

**RSU #63 Chair's Report:** None.

**Acceptance of Reports:** Motion to approve written and verbal report from Administrator, Budget and Finance, Superintendent, and Board Chair Reports by Gavin Robinson with a second by Holly Whitmore.

**Roll Call Vote:** Steve: Yes; Holly: Yes; Linda: Yes; Gavin: Yes; Heather: Yes; John: Yes

**6 Approved; 0 Opposed**

**Personnel Actions:**

**Resignations:** None

**Retirements:** No additional, see above recognitions

**Reassignments:** None

**Leaves:** None

**Elections:** Marleina Ford, Holbrook Music Teacher/GT Coordinator; Ashley Allen, Holbrook Middle School Principal.

Motion by Linda Graban with a second by Gavin Robinson to approve the election of Marleina Ford as Holbrook Music Teacher/GT Coordinator and Ashley Allen as Holbrook Middle School Principal.

**Roll Call Vote:** Steve: Yes; Holly: Yes; Linda: Yes; Gavin: Yes; Heather: Yes; John: Yes

**6 Approved; 0 Opposed**

**Appointments:** Linda Thompson, Life Skills Educational Technician III at Eddington Elementary School.

**Searches:** PK-8 Computer Science Teacher, Grade 2-4 Resource Room Teacher, Part-time Speech Language Pathologist, PK-1 Life Skills Teacher, One PK-1 Life Skills Educational Technician II or III, and Long-Term Substitute Speech Language Pathologist.

**Questions and Comments from the Public:** Tracy Goodridge asked Superintendent Smith if there was a timetable she was working with on the range of possibilities for the start of school in the fall. Superintendent Smith advised there is a lot of uncertainty, however she is following the guidelines closely as they are released from the Governor. She is working with teachers and administrators on developing framework on fall learning. Ms. Goodridge stated she appreciated the work that has been done so far and that the district has started looking into plans for the future.

**Questions and Comments from the Board:** None

**Adjournment:** At 7:21pm Heather Charity made the motion with a second by Gavin Robinson to adjourn.

**Roll Call Vote:** Steve: Yes; Holly: Yes; Linda: Yes; Gavin: Yes; Heather: Yes; Charles: Yes; John: Yes  
**7 Approved; 0 Opposed**

Respectfully submitted by,

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

Approved:

## **Grade 8 Recognitions**

### **Awards:**

Welcome Speech – Soren Peterson

Class Challenge Speech – Aubrey Hanscom

Farewell Speech – Jayden Schoppee

Patricia A. Moores Award (Social Studies) – Ian Yanofsky

Outstanding Writing Award – Aubrey Hanscom

Outstanding Science Award – Soren Peterson

Outstanding Math Award – Soren Peterson

American Jr. High Math Exam – Abbey Willard

Dearborn Awards – Jenna Perkins and Soren Peterson

Student Council Awards – Lucien Lang and Sayde Study

Secretary of State Citizenship Award – Madison Girard

Scholar Leaders – Wyatt Jameson and Kasey Kimball

DAR Awards – Kyra Purdy, Good Citizenship; Tristan Prokop, Outstanding in American History

### **Medals:**

All A's All Four Years: Soren Peterson, Jayden Schoppee, Tristan Prokop

A-B Honors All Four Years: Wyatt Jameson, Jenna Perkins, Ashton Torrey, Abbey Willard, Kasey Kimball, Sayde Study, Aubrey Hanscom, Alexis Kireburns

## **RSU 63**

### **Budget & Finance Committee Meeting**

Monday, June 8, 2020

Holbrook School & Remotely

In Attendance: Kelly Theriault, Susan Smith, Holly Whitmore, Steve Carr (Remote), Gavin Robinson (Remote)

1. Called the meeting to Order: 3:03pm
2. FY20 Financials (May)
  - a. Summary & General Fund:
    - a. The report includes encumbrances for big purchases like the bus, roof, fence, flashing lights, etc.
    - b. District projects will be \$820,000 under budget even with these expenses.
    - c. Gavin asked about operating under existing budget and what that means for pay increases and managing expenses. Susan responded that the State has given us flexibility in the budget to still allow pay increases even though we are operating under the structure of the FY20 budget.
    - d. We discussed the Governors new budget process to ensure we are working within the proper framework for dates and meeting styles.
  - b. Hot Lunch
    - a. Will finish with a small balance forward. The District will continue to provide food until the end of June.
  - c. Activities Summary
    - a. Reported on all accounts with balances rolling more than \$2,000 forward. PTG provided a summary of activities. Discussed Eddington Teachers separate 501c3 and account not overseen by the District. Discussed funds from DI for elementary computer science.
3. Fountas & Pinnell
  - a. This reading program will work well with remote learning. The digital codes have been one aspect working well getting access to reading materials.

- b.** Committee recommends purchase to Board.

#### **4. Facilities**

- a.** PO for roof work and flashing lights with concrete pad at Eddington have been created.
- b.** Oil tank has been removed at Holden.
- c.** Discussed bonds. Decided we will limit request to only the SRRF bond (forego at this time the additional local only bond of approx. 5 million) given the current economic uncertainty affecting our Towns. SRRF will assist indoor air quality, which will be a factor going forward post-COVID.

#### **5. Transportation**

- a.** We have a new van and bus.
- b.** Annual Written Reasonable Assurance has been provided to all hourly staff. This notification informs staff that we intend to hold their employment in the fall and prohibits them from collecting unemployment through RSU63.

#### **6. Other**

- a.** New copiers have arrived and have been installed.

#### **7. Next meeting date: Thursday, July 9th at 5:30 pm at the Holbrook Middle School**

#### **8. Adjourn: 3:47 pm**



### **Dates for RSU 63 FY21 Budget Validation Process**

- **Public Hearing and RSU 63 Board Meeting on Monday, June 15<sup>th</sup> at 6:30pm in the Holbrook Middle School Gym.** Members of the public may also connect by phone. 1 484-841-5850 PIN: 110 237 675#
- **RSU 63 District Budget Meeting: Wednesday, July 1, 2020 at 7:00pm in the Holbrook Middle School Gym.** We will be following the requirements for physical distancing. Please wear a facemask.
- **Referendum Vote: Tuesday, July 14, 2020 - Ballot voting through the towns of Clifton, Eddington, and Holden**

**RSU 63 will function until a new budget is passed using the RSU 63 FY20 Budget (as per Maine LD 2167 COVID-19 Provisions and Gov. Mills Executive Order)**

## **RSU 63 Fiscal Year 2021 Budget (Draft 5) Summary For 2020-2021 School Year**

### **CHANGES IN REVENUE**

The Proposed RSU 63 Budget for FY21 is an increase of \$125,927.63 (1.2%) over the 2019-20 Budget and a total of \$11,040,755.05. State funding to RSU 63 will increase by \$130,499.60. Local assessments to towns will *decrease* by (\$10,112.97).

- Clifton *decrease* (\$2,458.21) -0.3%
- Eddington *decrease* (\$10,598.42) -0.6%
- Holden increase \$2,943.66 +0.1% (due to increase in State's evaluation of Holden property)

### **CHANGES IN EXPENDITURES**

**System Administration, School Administration, Regular Instruction PreK-Grade 8, High School Tuition, Special Education, Staff & Student Support, Other Instruction, and Transportation:** *Decrease* by a total of (\$54,832).

Changes include:

- Expanding the Holbrook Middle School STEM (Science, Technology, Engineering, and Math) position to include Computer Science and Technology instruction for all students Pre-Kindergarten through Grade 8.
- Decreasing the Holbrook Middle School Music position to 4 days per week while maintaining music, band, and chorus.
- Formalizing a 1 day per week Gifted and Talented Coordinator Position for the district.
- Using a combination of grant and local funds to have a full-time Librarian and a part-time Library Educational Technician in order to provide Library/Media instruction for all students in Pre-Kindergarten through Grade 8.
- Starting a Life Skills program at the Eddington School for young students with developmental delays.

### **Facilities:**

This FY21 Budget includes an increase of \$180,760 for facilities (anticipating \$150,000 for a generator at Holden and \$54,000 for carpet/tile replacement and asbestos abatement in four classrooms at Holbrook).

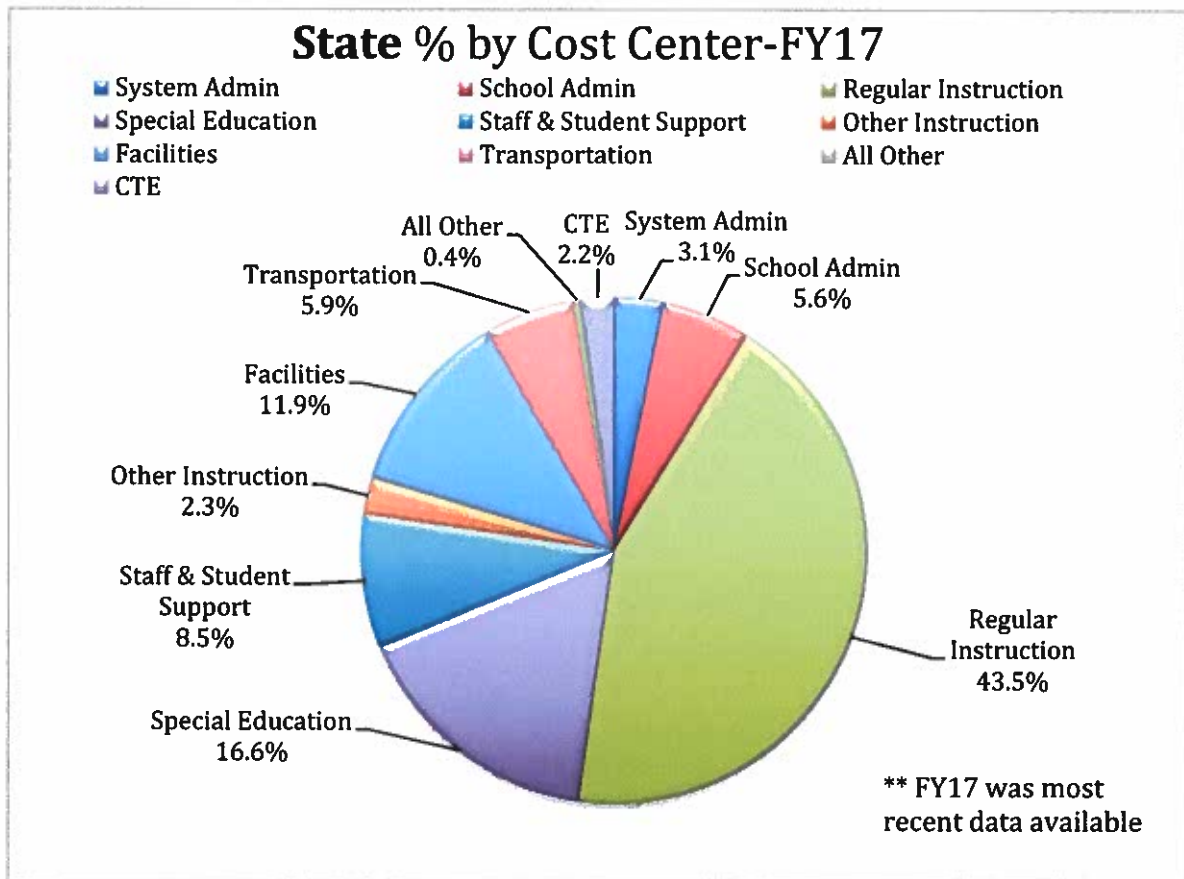
- Our aging school buildings have benefited from \$200,000 (through a 5-year bond) to repair roofs (Holbrook and Eddington), replace some heat controls (Holbrook), and replace two cracked sections of boilers (Holden).
- Working with Carpenter Associates of Old Town, extensive assessments of all three schools were conducted and priorities identified.
- Funding from the State (approximately \$1.3M) is available to improve the indoor air quality at all three schools. A referendum vote in November is needed to receive these matching funds and an interest-free loan.

### Per Pupil Costs

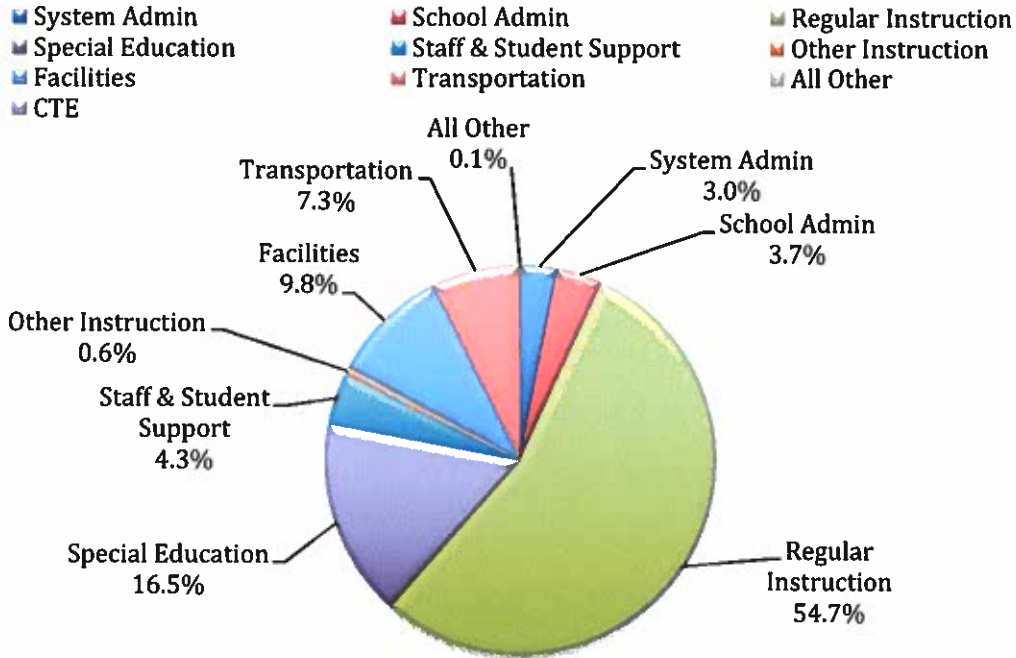
PreK-8	2018-2019	2019-2020
RSU 63	\$8,236	\$9,280
State Average	\$9,280	\$9,523
High School	2018-2019	2019-2020
Bangor	\$9,507	\$10,129
Brewer	\$9,791	\$9,814
John Bapst	*\$11,725 = \$11,093+\$632	*\$11,948 = \$11,272+\$676
Hampden	\$8,601	\$8,575
State Average	\$11,093	\$11,261

\*Charges state average plus an additional 6% "insured value factor"

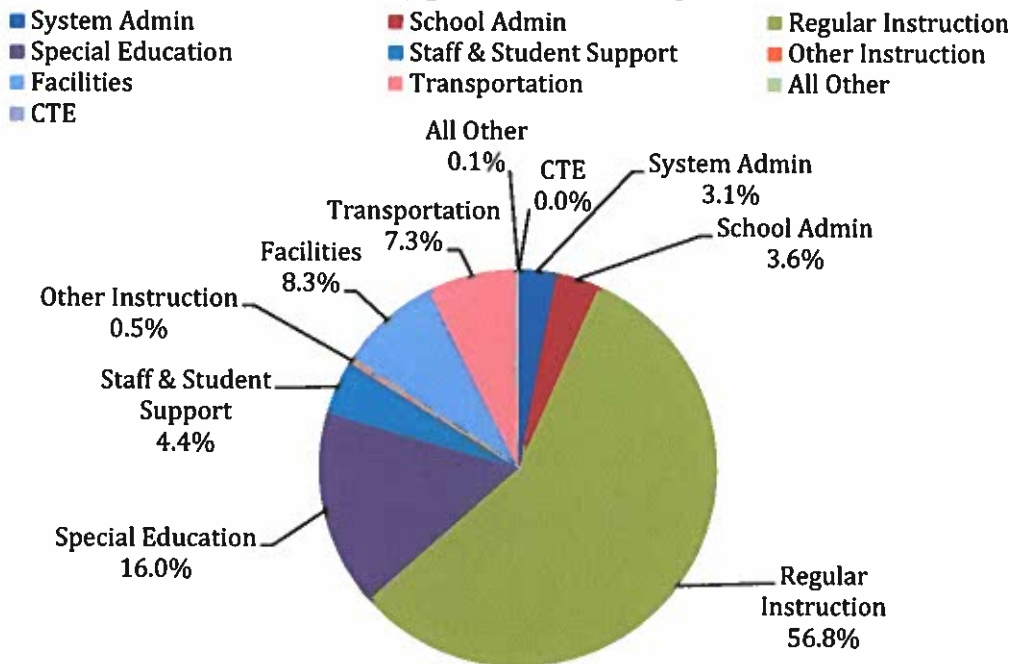
The Maine Department of Education calculates per pupil costs and sets tuition rates based on expenses from the previous year. (Note: Per pupil rates do not include transportation, special education, or school nutrition costs. Source: <https://www.maine.gov/doe/funding/reports/tuition>)



## RSU63 FY21 Proposed % by Cost Center

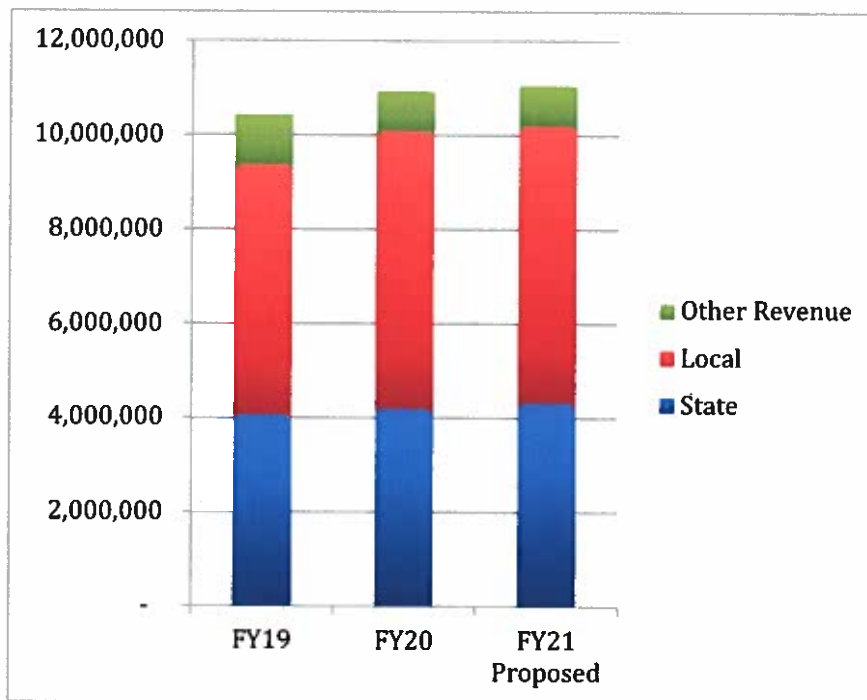


## RSU63 FY20 Approved % by Cost Center



## RSU 63 REVENUE HISTORY

	FY19	FY20	FY21 Proposed
<b>State</b>	4,061,275	4,196,473	4,326,972
<b>Local</b>	5,309,599	5,888,180	5,878,067
<b>Other Revenue</b>	1,050,801	830,174	835,716
<b>Total</b>	<b>10,421,674</b>	<b>10,914,827</b>	<b>11,040,755</b>



<b>Local Appropriations</b>	<b>FY19</b>	<b>FY20</b>	<b>FY21Proposed</b>
<b>Clifton</b>	749,725	827,827	825,369
<b>Eddington</b>	1,706,393	1,893,801	1,883,202
<b>Holden</b>	2,853,480	3,166,552	3,169,496
<b>Total</b>	<b>5,309,598</b>	<b>5,888,180</b>	<b>5,878,067</b>

## DRAFT REGIONAL SCHOOL UNIT NO. 63

### Warrant for Annual Budget Meeting

#### (required articles)

To John Hutchins, a resident of Regional School Unit No. 63 composed of the Towns of Clifton, Eddington, and Holden in the County of Penobscot, State of Maine.

In the name of the State of Maine, you are hereby required to notify the voters of each of the municipalities within Regional School Unit No. 63, namely, the Towns of Clifton, Eddington, and Holden, that a District Budget Meeting will be held at the Holbrook School, 202 Kidder Hill Road, in the Town of Holden, Maine at 7:00 P.M. on July 1, 2020 for the purpose of determining the Budget Meeting Articles set forth below.

- ARTICLE 1 To elect by ballot a Moderator to preside at said meeting. *School Budget for July 1, 2020 to June 30, 2021.*
- ARTICLE 2 To see what sum the District will be allowed to expend for REGULAR INSTRUCTION.  
Board of Directors Recommends \$6,036,558.80
- ARTICLE 3 To see what sum the District will be allowed to expend for SPECIAL EDUCATION.  
Board of Directors Recommends \$1,821,204.75
- ARTICLE 4 To see what sum the District will be allowed to expend for STAFF AND STUDENT SUPPORT.  
Board of Directors Recommends \$473,723.50
- ARTICLE 5 To see what sum the District will be allowed to expend for FACILITIES MAINTENANCE.  
Board of Directors Recommends \$1,081,560.00
- ARTICLE 6 To see what sum the District will be allowed to expend for TRANSPORTATION AND BUSES.  
Board of Directors Recommends \$803,272.00
- ARTICLE 7 To see what sum the District will be allowed to expend for SYSTEM ADMINISTRATION.  
Board of Directors Recommends \$334,910.00
- ARTICLE 8 To see what sum the District will be allowed to expend for SCHOOL ADMINISTRATION.  
Board of Directors Recommends \$412,931.00
- ARTICLE 9 To see what sum the District will be allowed to expend for OTHER INSTRUCTION.  
Board of Directors Recommends \$61,595.00
- ARTICLE 10 To see what sum the District will be allowed to expend for ALL OTHER EXPENDITURES.  
Board of Directors Recommends \$15,000.00
- ARTICLE 11 To see what sum the District will appropriate for the total cost of funding public education from pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and to see what sum the District will raise and assess as each municipality's contribution to the total cost of funding public education from pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act in accordance with the Maine Revised Statutes, Title 20-A, section 15688. (Recommend amount set forth below)

#### Total Appropriated

Clifton	\$1,091,610.27
Eddington	\$3,186,180.95
Holden	\$4,413,373.40

#### School District Total

Appropriated	\$8,691,164.62
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#### Total Raised

Clifton	\$618,135.34
Eddington	\$1,410,368.34
Holden	\$2,373,699.66

#### School District Total

Raised	\$4,402,203.34
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*Explanation: The District's contribution to the total cost of funding public education from pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act is the amount of money determined by state law to be the minimum amount that the District must raise and assess in order to receive the full amount of state dollars.*

ARTICLE 12 Shall Regional School Unit No. 63 raise and appropriate \$1,475,863.27 in additional local funds, which exceeds the State's Essential Programs and Services allocation model by \$1,475,863.27 as required to fund the budget recommended by the Board of Directors? The Board of Directors recommends \$1,475,863.27 for additional local funds and gives the following reason(s) for exceeding the State's Essential Programs and Services funding model by \$1,475,863.27. The District's Facilities, Transportation and Special Education costs are higher than allocated by the model and actual secondary tuition costs are higher than funded through the EPS model. Additionally, the District's educational staffing ratios slightly exceed the staffing ratios recommended by the State's Essential Programs and Services funding model and System Administration is only partially funded in the current formula.  
Board of Directors Recommends a "YES" vote.

*Explanation: The additional local funds are those locally raised funds over and above the District's local contribution to the total cost of funding public Education from pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and local amounts raised for the annual payment on non-state funded debt service that will help achieve the District's Budget for educational programs.*

ARTICLE 13 To see what sum the District will authorize the Board of Directors to expend for the fiscal year beginning July 1, 2020 and ending June 30, 2021 from the District's contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act, non-state funded school construction projects, additional local funds for school purposes under the Maine Revised Statutes, Title 20-A, section 15690, unexpended balances, tuition receipts, state subsidy, and other receipts for the support of schools.  
Board of Directors Recommends \$11,040,755.05.

ARTICLE 14 To see what sum the District will appropriate \$3,619.28 for Adult Education and raise \$3,619.28 as the local share; with authorization to expend any additional, incidental, or miscellaneous receipts in the interest and for the well-being of the adult education program.

ARTICLE 15 Shall the regional vocational operating budget as approved by the cooperative board for the year beginning July 1, 2020 and ending June 30, 2021 be approved in the amount of \$3,105,184.26?  
(Not subject to amendment from the floor. May either be accepted or rejected by the voters.)

*Note: The District's (local) contribution to the total cost of funding the vocational operating budget for the year beginning July 1, 2020 and ending June 30, 2021 is \$0.00*

ARTICLE 16 Shall the vocational region approve a budget for Adult education for the year beginning July 1, 2020 and ending June 30, 2021 in the amount of \$316,945.91?  
(Not subject to amendment from the floor. May either be accepted or rejected by the voters.)

*Note: The District's contribution to the total cost of funding the vocational region adult education for the year beginning July 1, 2020 and ending June 30, 2021 is \$3,619.50*

**(additional articles)**

ARTICLE 17 In addition to the amounts approved in the preceding articles, shall the District be authorized to expend federal funds and such other sums as may be received from federal or state grants or programs or other sources during the fiscal year for school purposes, provided that such grants, programs or other sources do not require the expenditure of funds not previously appropriated?  
Board of Directors Recommends a "YES" vote.



## **Regional School Unit 63**

**Clifton, Eddington, and Holden**

*RSU 63 engages all students in high quality academic and co-curricular programs in a safe and supportive learning environment so they may succeed in school and reach their fullest potential in life.*

### **Board Meeting Dates**

<b>June 15, 2020</b>	<b>Board Meeting/ Budget Hearing</b>	<b>Holbrook Gym</b>	<b>6:30pm</b>
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We will welcome the new Board Member from Holden. Please come at **6:15pm** or so to informally say hello to the new member.

<b>July 1, 2020</b>	<b>Budget Meeting</b>	<b>Holbrook Gym</b>	<b>7:00pm</b>
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<b>July 14, 2020</b>	<b>Referendum Vote</b>	<b>Ballots through Towns</b>	
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<b>July 27, 2020</b>	<b>Board Meeting</b>	<b>Holbrook Gym</b>	<b>6:30pm</b>
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We anticipate welcoming a new board member from Eddington. Please come at **6:15pm** or so to informally say hello to the new member. This meeting is required to validate the July 14<sup>th</sup> referendum/budget vote. This will also be our "Organizational" meeting, electing a Chair, Vice-Chair, and Members to the Budget and Finance Committee. Volunteers for other committees will also be solicited.

The four dates above have already been set.

The dates below will need to be approved at the Organizational Meeting. John Hutchins and Susan Smith recommend meeting a bit more frequently to share information about the 2020-2021 school year and keep the meetings for getting too far apart and too long.

<b>August 10, 2020</b>	<b>If needed</b>	<b>Holbrook Gym</b>	<b>6:30pm</b>
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<b>August 24, 2020</b>	<b>Board Meeting</b>	<b>Holbrook Gym</b>	<b>6:30pm</b>
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(Executive Session regarding Administrator Contract Negotiation Anticipated at 6:00pm.)

<b>September 14, 2020</b>	<b>If needed</b>	<b>Location TBD</b>	<b>6:30pm</b>
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<b>September 28, 2020</b>	<b>Board Meeting</b>	<b>Location TBD</b>	<b>6:30pm</b>
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<b>October 13, 2020</b>	<b>If needed</b>	<b>Location TBD</b>	<b>6:30pm</b>
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<b>October 26, 2020</b>	<b>Board Meeting</b>	<b>Location TBD</b>	<b>6:30pm</b>
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## Regional School Unit 63

*RSU 63 engages all students in high quality academic and co-curricular programs in a safe and supportive learning environment so they may succeed in school and reach their fullest potential in life.*

Gr. 4      \$6,380 for Guided Reading Collection  
Gr. 5      \$6,642 for Guided Reading Collection  
Gr. 6      \$5,862 for Guided Reading Collection  
            \$2,429 for Book Club Collections for Middle School Use

### **Personnel**

**Holden Resource Room Teacher: Theresa Richardson** will be filling the position vacated due to Deb Colbry's retirement. Theresa has many years of experience as a special education teacher. Since 2016, Mrs. Richardson has been teaching students in the Ellsworth Middle School. From 2004 until 2016, Theresa taught Life Skills in our Holbrook Middle School. She is looking forward to returning to RSU 63 and working with our Holden School students, staff, and parents.

**Eddington Life Skills Teacher: Suzanne Schropfer** will begin a "new to the Eddington School" Life Skills program for us next year. Mrs. Schropfer has extensive experience teaching special education students in both life skills and resource rooms in Massachusetts. Suzanne began her teaching career as a Preschool Teacher. She lives in Holden and is excited about teaching in the community.

### **COVID-19**

As we end this school year, many people are speculating about the start of the 2020-2021 school year. While the Maine Department for Education (DOE) and Maine CDC are working on developing clear and specific guidance, we are beginning to plan for a range of possibilities such as in-class learning with social distancing, a hybrid of remote and in-class learning, and all remote learning. Our collective knowledge and understanding of COVID 19 is changing rapidly. Additional information and updates over the next three months will impact our decisions.

Our teachers and administrators will continue to discuss what worked with remote learning this spring and what needs to be improved if we continue with distance learning; even if remote learning is needed just for "snow days." We know specific assignments and due dates, given in common formats and collected in similar ways across the district would help parents and students. We know all our students need computers (or tablets) and good connection to the internet. Having common equipment, common educational software, and clear expectations will be helpful.

We would also like to hear from our parents and will be sending out a brief survey for them to give us feedback regarding their experiences with remote learning this spring. Parents and students will continue to be invited to provide feedback and input into plans for next year through surveys, email, and/or video conferencing. We will do our very best to create detailed plans, knowing we may need to shift between them as the situations and knowledge changes.





## Regional School Unit 63

*RSU 63 engages all students in high quality academic and co-curricular programs in a safe and supportive learning environment so they may succeed in school and reach their fullest potential in life.*

**TO: RSU 63 BOARD of DIRECTORS**

**FROM: SUSAN SMITH, SUPERINTENDENT/DIRECTOR of CURRICULUM & INSTR.**

**RE: MONTHLY REPORT**

**DATE: JUNE 2020**

### **Recognitions**

We look forward to welcoming a new member to the RSU 63 Board of Directors after Holden's election on June 9<sup>th</sup>. We will be acknowledging our Grade 8 students who earned awards and recognizing Mr. Modery as he leaves Holbrook Middle School to become the Superintendent in Glenburn.

### **Presentation and Public Hearing**

While the timing is different this year, we are following the steps we traditionally use to explain our proposed budget for next year and have it voted on by our residents. The presentation will follow the "Proposed FY 21 Budget Overview" documents and provide an opportunity for members of the public to ask questions.

### **Fountas and Pinnell Instructional Materials for Reading**

It has been approximately 13 years since RSU 63 has purchased resources for teaching reading. The standards and expectations have changed significantly, but our instructional materials have not. I am pleased with the progress made this school year analyzing our data and updating our reading priorities as well as researching and selecting instructional materials. During the Board Meeting held on May 11, 2020 the RSU 63 Board of Directors approved Fountas & Pinnell Classroom materials for reading instruction. (See attached for additional information about these materials.)

In April, \$47,714 was cut from Draft 4 of the 2020-2021 Budget with the intent to purchase Fountas and Pinnell materials for reading instruction using funds from this current school year. As we reach the end of this budget year, we project to have a balance forward of approximately \$820,000. We have used grant funds (thanks to Cole Family Foundation, Small Rural Schools, and Well-Rounded Education grants) to purchase the Grade 1 Guided Reading Collection and the Book Club Collection for Holbrook. It is my recommendation that we use \$3,000 from the Small Rural Schools grant and approximately \$37,250 from our "Regular Instruction" Cost Center to purchase the remaining materials for PK, K, and Grades 2 - 6. Making this purchase now will allow our teachers digital access to all the materials so they can familiarize themselves this summer and be ready to go in the fall.

PK	\$110 for Words that Sing Poetry Charts
K	\$6,925 for Classroom System
Gr. 1	\$7,085 for Guided Reading Collection
Gr. 2	\$7,085 for Guided Reading Collection
Gr. 3	\$7,085 for Guided Reading Collection



# Four Reasons

## Why You Should Implement *Fountas & Pinnell Classroom™ 4-6* and Complete your Comprehensive PreK-6 Literacy System

As you know, ***Fountas & Pinnell Classroom™ (FPC)*** is a cohesive, multi-text approach to literacy instruction for all students in grades PreK-6 designed to support whole-group, small-group, and independent learning opportunities. By now, you're likely implementing or about to implement ***FPC*** in your PreK-3 classrooms, and are wondering what resources to turn to for your grade 4-6 students until those materials are available in the Fall of 2019. We know you have many choices when choosing a literacy system that's right for your whole school community, but what sets ***FPC*** apart from other literacy systems, and well worth the wait?



Achieving substantial school-wide growth is possible if a community of educators is willing to undertake the journey together.

- Irene C. Fountas & Gay Su Pinnell



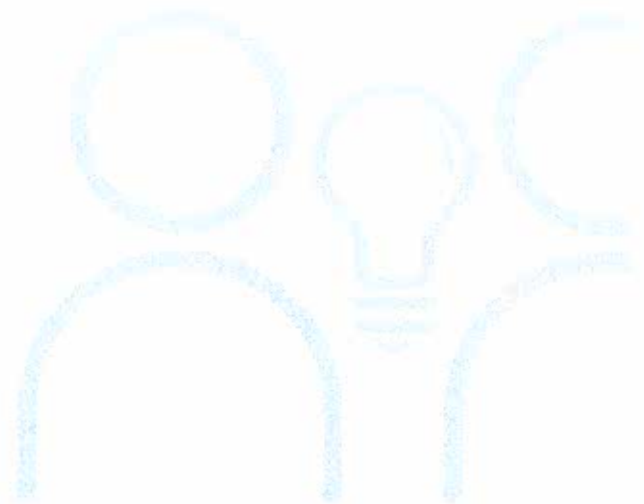
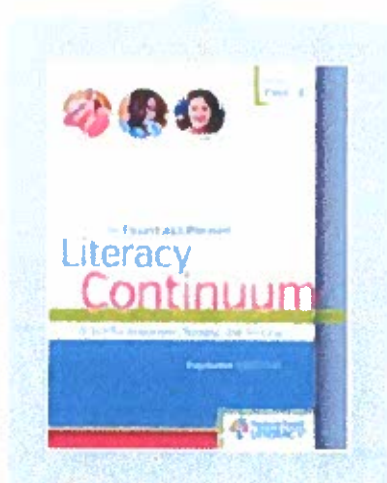
# Coherence

## The Instructional Anchor:

### *The Fountas & Pinnell Literacy Continuum*

Imagine a school where all educators teach for the same behaviors and understandings using a common language, where the lesson framework helps develop a consistent thread that students become familiar and comfortable with year after year, and where students' literacy progress is the shared responsibility of every teacher, coach, and administrator in the school community. **FPC** is a comprehensive classroom system built around **The Fountas & Pinnell Literacy Continuum** to help educators choose lessons and books that meet students where they are and move them forward towards proficiency. Not only do students benefit from responsive teaching and engaging books at every grade level, but educators also benefit from the opportunity to build their own expertise as they work with the materials.

**The Literacy Continuum** is THE root of instructional coherence in **FPC** and is the only literacy tool of its kind on the market. In fact, **The Literacy Continuum** is the thread, the anchor of ALL of Fountas and Pinnell's work. It creates instructional coherence among all teachers that work with students, forging a seamless link from assessment to responsive teaching.





## Authenticity

### Thousands of Books, Created and Curated by Irene C. Fountas and Gay Su Pinnell

Authentic books and lots of them are at the heart of **FPC**—exciting books to stir students' imaginations, beautifully crafted books to enhance children's language and content knowledge, challenging books to lift every reader, and diverse books to expand readers' life experiences and knowledge of their world.

The **FPC Guided Reading Collections** are the best of their kind on the market, created exclusively for **Fountas & Pinnell Classroom™** by a team of talented children's authors and illustrators under the direction of Fountas and Pinnell. Each Guided Reading book was carefully written and calibrated to match the text characteristics for Levels A–Z on the F&P Text Level Gradient™ and to support efficient processing and successful comprehension. Interactive Read-Aloud, Independent Reading, and Book Clubs feature award-winning, acquired trade titles, curated by Fountas and Pinnell with careful attention to diversity to ensure students can see themselves reflected in the books they read and write about. **Every title, carefully selected or edited to support an instructional context, has a purpose.**

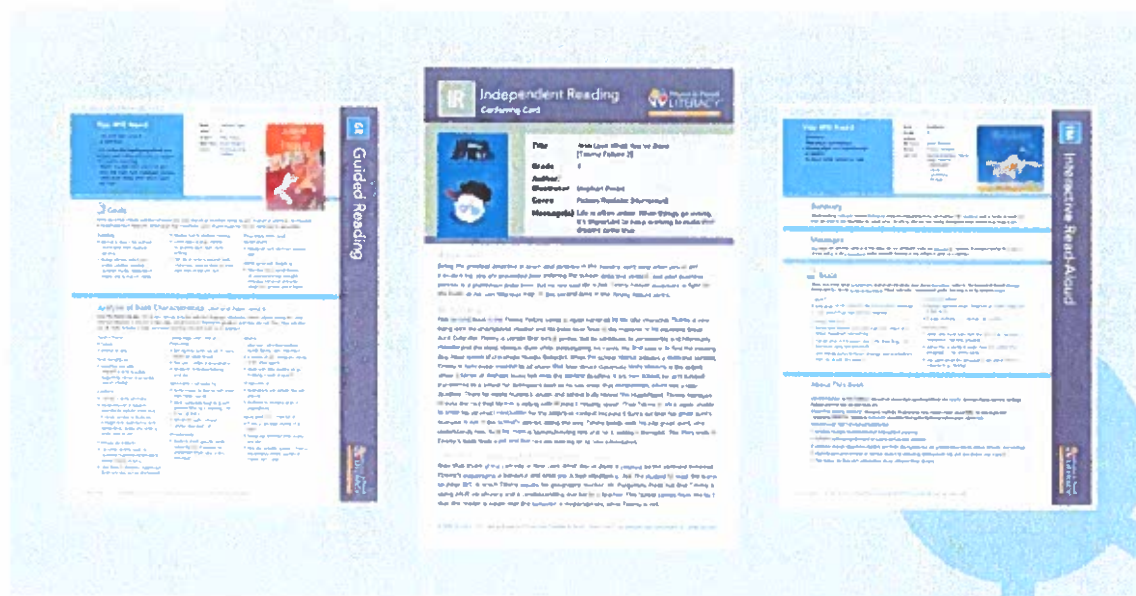




# Framework

## A Familiar Lesson Structure With Increasing Complexity by Grade

Each instructional context of **Fountas & Pinnell Classroom™** is designed for teachers to support students as they build a robust text-processing system. Throughout various instructional contexts, students are able to successfully interact with texts of increasing challenge and complexity. As you look across each grade-level system, content becomes more sophisticated as do the demands students are expected to meet. The lessons and texts provide an increased level of complexity and require students to meet increased demands for critical thinking and social/emotional growth, and all instructional contexts require students to engage in a deeper level of conversation to demonstrate their comprehension.







# Research-Based Instruction

## Decades of Classroom Experience: a Robust Research-Based Professional Book Base

**FPC** is built on a foundation of more than 25 years of classroom experience and incorporates leading thinking around literacy instruction, as well as the authors' own research about how literacy develops in children over time. In addition, **FPC** is deeply rooted in decades of research-based professional books—a solid foundation of theory written in a practical voice for teachers and school leaders. The Fountas & Pinnell Literacy™ systems were developed from this research base and are intricately connected to and complement one another for instructional coherence. Heinemann is the only publisher of Fountas and Pinnell's collective and comprehensive literacy work, which includes a complete and cohesive **classroom literacy system**, **intervention system**, **assessment system**, **professional book base**, and **professional learning opportunities**.

