

**RSU #63 Board of Directors
Monday, June 18, 2018
6:30 p.m.
Eddington Elementary School
Agenda**

**Call Meeting to Order
Flag Salute/Moment of Silence**

Welcome New Board Members

**Approval of Minutes for May 21, 2018 Board Meeting
Approval of Minutes for May 30, 2018 Budget Meeting**

Recognition and/or Awards of Students, Staff and Others

1. Grade Eighth Student Awards
2. Grade Six Students, Joy Walters, RSU #63 Cooks, Administrators, and Administrative Assistants for their help with the Community Appreciation Luncheon

Acceptance of Gifts/Donations

1. Seminary Hill Day Light Lodge Masons in Holden Donated Bikes and Helmets to Both Elementary Schools as Part of their Books for Bikes Program.
2. Hannaford Helps \$1,000 Donation
3. Community Luncheon Donations from Angelo's, Miguel's, Heritage on 9, Sysco, and Coke Distribution Center
4. PTG Paid for the "Diver's Ed" Field Trip at the College of the Atlantic for Grade Two
5. Holbrook Recreation Department Donated \$2,500 for Field Maintenance
6. Holbrook Basketball Club Donated \$200 for the Holbrook Eighth Grade Class

Questions and Comments from the Public

Dates of Next Committee Meetings

1. New School Community Committee: TBD
2. Policy Committee: TBD
3. Budget & Finance Committee: TBD

Discussion and Motions Regarding Reports

(written and verbal Committee and Administrative Reports)

Budget and Finance

1. Business Manager Report
2. Budget and Finance Committee Report

Superintendent's Report

RSU #63 Chair's Report

Acceptance of Reports

(written and verbal Budget and Finance, Superintendent, and Board Chair's Reports)

Old Business

1. The Ranking of RSU 63 Schools on the Proposed Priority List for Major Capital Improvement and the Cost Benefit Analysis from Oak Point

New Business

1. Certification of the Referendum Results
2. Motion to Authorize the Superintendent to Hire New Employees During Summer Months
3. 2018-2019 Board Meeting Dates
4. Purchases and Acceptance of Bids
 - a. Holbrook Roof
 - b. Heating Fuel
 - c. Buses
 - d. Lawn and Fields
5. RSU #63 Handbook for Operation of Activity Accounts
6. Policies Recommended for Approval
 - a. EFC – Food Service Program
 - b. GCBI – Annual Evaluation of the Superintendent

Personnel Actions

1. Appointments
 - a. Desiree Doughty – Summer School Teacher
2. Resignations
 - a. Tara Ring – Summer School Educational Technician
3. Reassignments
4. Elections
5. Searches
 - a. Occupational Therapist
 - b. American Sign Language Interpreter
 - c. Grade 5-8 Resource Room Teacher
 - d. Grade 2-4 Educational Technician II or III
 - e. Kindergarten Educational Technician II or III
 - f. Bus Driver
 - g. Substitutes (Teachers, Drivers, Custodians)

Review of Board Committees and Committee Member Assignments

Election of Chair

Election of Vice-Chair

Election of Budget and Finance Committee Members

Election of Warrant Officers

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 Board Meeting
Date: May 21, 2018
Location: Holden Elementary School
Minutes

Members Present:

Town of Eddington: Rusty Gagnon and David McCluskey

Town of Holden: Jennifer Newcomb, John Hutchins, Gavin Robinson, and Suzanne Wieland

Town of Clifton: Linda Graban

Superintendent of Schools: Susan M. Smith

Board Chair, Rusty Gagnon 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 Jenn Newcomb with a second by Gavin Robinson to approve the minutes from the April 23, 2018 Board Meeting.

Vote: 8 Approved; 0 Opposed

Motion by Suzanne Wieland with a second by John Hutchins to approve the minutes from the May 9, 2018 Special Board Meeting.

Vote: 7 Approved; 0 Opposed; 1 Abstention-David McCluskey

Recognition and/or Awards of Students, Staff and Others: Wednesday, June 13, 2018 is the Grade 8 Promotion at the Holbrook Middle School at 7:00pm. Holbrook Civil Rights Team did a great job presenting at the Civil Rights Conference on Friday.

Acceptance of Gifts/Donations:

Ken Smith donated a Bunn Coffee Maker to the Central Office. A \$1,000 donation from Circle K was received.

Questions and Comments from the Public: None

Dates of Next Committee Meeting:

Budget & Finance Committee: Tuesday, June 5, 2018, at 7:00pm, at Holbrook

New School Community Committee: TBD

Policy Committee: TBD

Board Meeting: Monday, June 18, 2018, at 5:30pm, at Eddington Elementary School

District Budget Meeting: Wednesday, May 30, 2018, at 7:00pm, at Holbrook

Discussion and Motions Regarding Reports

Motion to approve written and verbal Committee and Administrative Reports by David McCluskey with a second by Jenn Newcomb.

Vote: 8 Approved; 0 Opposed

Budget and Finance:

No change to Business Manager Report.

Superintendent's Report:

Superintendent Smith stated she enjoyed attending the Holden Council and Clifton Selectboard meetings. Holden would like the cost sharing formula reviewed. There was discussion on ways to compare the cost sharing formula using valuation and student population.

RSU #63 Chair's Report:

Ms. Gagnon discussed the importance of the upcoming vote. Our district has many write in candidates this year and we need to spread the word to the voters.

Acceptance of Reports:

Motion to approve written and verbal Budget & Finance, Superintendent, and Board Chair Reports by Gavin Robinson with a second by David McCluskey.

Vote: 8 Approved; 0 Opposed

Old Business:

Little Explorers Childcare Lease and Agreement: Kelly Davis advised the Board of Directors she currently has seven Pre-Kindergarten applicants and four Kindergarten/First grade applicants for after school care.

Motion to enter into the Little Explorers Childcare Lease and Agreement by Steven Carr with a second by Jenn Newcomb.

Vote: 8 Approved; 0 Opposed

New Business:

Proposed FY19 Budget:

Motion by Jenn Newcomb with a second by Linda Graban to approve the proposed 2018-2019 RSU 63 budget.

Vote: 8 Approved; 0 Opposed

Motion by Gavin Robinson with a second by Jenn Newcomb the vote entitled, "Vote to Call and Approve the Warrants for the Budget meeting and the Validation Referendum and to Authorize the Notice of Amounts Adopted," be approved in the form presented to this meeting and that a copy of said Vote to be included with the minutes of this meeting as Attachment A.

Vote: 8 Approved; 0 Opposed

Policies Recommended for Approval:

Motion by Gavin Robinson with a second by David McCluskey to approve policy EBABA-Chemical Hygiene Plan with amendments.

Vote: 8 Approved; 0 Opposed

Motion by Gavin Robinson with a second by David McCluskey to approve policy ECAC-Damage to School Unit Equipment.

Vote: 8 Approved; 0 Opposed

Policy GCBI-Annual Evaluation of the Superintendent was discussed. This policy will go back to the Policy Committee for review of changes suggested by the Board.

Personnel Actions:

Appointments: Ann Carter has been appointed as Long Term Substitute Cook at the Holbrook Middle School. Summer School Staff appointments are as follows: Michele Archambault, Summer School Coordinator; Alexandria Cerkovitz, Special Education Extended School Year Teacher; Erin McDonald, Special Education Extended School Year Teacher; Jessica Russell, Special Education Extended School Year Educational Technician; Melissa Egolf, Summer School Educational Technician; Nikki Goss, Summer School Teacher; Krista-Rae Helms, Summer School Teacher; Kelsey Linscott, Summer School Teacher; Danielle Nason, Summer School Teacher; Tara Ring, Summer School Educational Technician; Debra Walsh, Summer School Educational Technician; and Peter Walsh, Summer School Teacher.

Resignations: Carolann McClellan submitted her letter of resignation as Occupational Therapist and Andrew Kirby submitted his letter of resignation as Grade 8 Science Teacher.

Searches: Searches continue for Substitutes, Occupational Therapist, Kindergarten Educational Technician II or III, Grade 2-4 Educational Technician II or III, Grade 5-8 Resource Room Teacher, and an American Sign Language Interpreter.

Questions and Comments from the Public: None

Adjournment:

At 7:56pm a motion was made by Steven Carr with a second by Linda Graban to adjourn the meeting.

Vote: 8 Approved; 0 Opposed

Respectfully submitted by,

Susan M. Smith

RSU #63 Superintendent/Director of Curriculum and Instruction

Approved:

ATTACHMENT A.

**VOTE TO CALL AND APPROVE THE WARRANTS FOR THE BUDGET MEETING AND THE
VALIDATION REFERENDUM AND TO AUTHORIZE THE NOTICE OF AMOUNTS
ADOPTED**

VOTED:

That the warrant for the District Budget Meeting presented to the meeting be and is hereby approved and that the District Budget Meeting be and is hereby called for May 30, 2018 for the purpose of voting on the annual budget for the District for the 2018-2019 fiscal year;

That the Warrant and Notice of Election for the District Budget Validation Referendum presented to the meeting be and is hereby approved, and that the District Budget Validation Referendum be and is hereby called for June 12, 2018 for the purpose of approving the budget adopted at the District budget meeting for the 2018-2019 fiscal year; and

That the form of Notice of Amounts Adopted at Budget Meeting presented to this meeting be and is hereby approved, and that the Superintendent of Schools of the District is hereby authorized and directed to complete said Notice by adding the amounts approved by the voters for each expenditure category and the total school budget summary expenditure amount, all in accordance with the District Budget Meeting on May 30, 2018 and to cause copies of said notice, as completed, to be delivered to the municipal clerks of each municipality of the District for posting at the polling places for the June 12, 2018 District Budget Validation Referendum.

RSU #63 Budget Meeting
Date: May 30, 2018
Location: Holbrook Middle School
Minutes

Members Present:

Town of Eddington: Rusty Gagnon and David McCluskey

Town of Holden: Jennifer Newcomb, John Hutchins, Gavin Robinson, and Suzanne Wieland

Town of Clifton: Linda Graban

Superintendent of Schools: Susan M. Smith

Members Absent Excused:

Town of Eddington: Steven Carr

Board Chair, Rusty Gagnon called the meeting to order at 7:00pm for the purpose of determining the Budget Meeting Articles set forth below. A flag salute was conducted and a moment of silence was observed.

Warrant Articles Attachment A

ARTICLE 1:

"To elect by ballot a Moderator to preside at said meeting." School Budget for July 1, 2018 to June 30, 2019.

Motion by Jenn Newcomb with a second by David McCluskey to nominate John Bunker for the position of Moderator for the RSU #63 Budget Meeting.

John Bunker accepted the nomination. There were no other motions from the floor. **By secret ballot, John Bunker was elected Moderator with Mr. Bunker receiving 8 votes with none opposed.**

Rusty Gagnon, Board Chair, swore in Mr. Bunker.

Mr. Bunker asked for a vote to use the Maine Moderators Manual as a guide for the meeting. Motion was made with a second to approve using the Maine Moderators Manual as a guide for the RSU #63 Budget Meeting.

By a show of hands, the Maine Moderators Manual use as a guide for the RSU #63 Budget Meeting passed with none opposed.

Article 2:

Mr. Bunker read Article 2. Motion was made with a second to approve Article 2 of the RSU #63 Warrant as written.

By a show of hands, Article 2 of the Warrant as written passed with none opposed.

Article 3:

Mr. Bunker read Article 3. Motion was made with a second to approve Article 3 of the RSU #63 Warrant as written.

By a show of hands, Article 3 of the Warrant as written passed with none opposed.

Article 4:

Mr. Bunker read Article 4. Motion was made with a second to approve Article 4 of the RSU #63 Warrant as written.

By a show of hands, Article 4 of the Warrant as written passed with none opposed.

Article 5:

Mr. Bunker read Article 5. Motion was made with a second to approve Article 5 of the RSU #63 Warrant as written.

By a show of hands, Article 5 of the Warrant as written passed with none opposed.

Article 6:

Mr. Bunker read Article 6. Motion was made with a second to approve Article 6 of the RSU #63 Warrant as written.

By a show of hands, Article 6 of the Warrant as written passed with none opposed.

Article 7:

Mr. Bunker read Article 7. Motion was made with a second to approve Article 7 of the RSU #63 Warrant as written.

By a show of hands, Article 7 of the Warrant as written passed with none opposed.

Article 8:

Mr. Bunker read Article 8. Motion was made with a second to approve Article 8 of the RSU #63 Warrant as written.

By a show of hands, Article 8 of the Warrant as written passed with none opposed.

Article 9:

Mr. Bunker read Article 9. Motion was made with a second to approve Article 9 of the RSU #63 Warrant as written.

By a show of hands, Article 9 of the Warrant as written passed with none opposed.

Article 10:

Mr. Bunker read Article 10. Motion was made with a second to approve Article 10 of the RSU #63 Warrant as written.

By a show of hands, Article 10 of the Warrant as written passed with none opposed.

Article 11:

Mr. Bunker read Article 11. Motion was made by Jenn Newcomb with a second by David McCluskey to approve Article 11 of the RSU #63 Warrant as written.

By a show of hands, Article 11 of the Warrant as written passed with none opposed.

Article 12:

Mr. Bunker read Article 12. Motion was made with a second to approve Article 12 of the RSU #63 Warrant as written.

Susan Dunham Shane asked if the \$866,314.92 amount is included in Article 11. Business Manager, Kelly Theriault explained this amount is in addition to Article 11 amounts.

By secret ballot, Article 12 of the Warrant as written passed.

Vote: 18 Yes, 1 Opposed

Article 13:

Mr. Bunker read Article 13. Motion was made with a second to approve Article 13 of the RSU #63 Warrant as written.

Susan Dunham Shane noted an increase in the budgeted amount and asked if we have a projection for where we will end this fiscal year (FY18). Superintendent Smith answered we are anticipating that balance forward to be approximately \$400,000.

By a show of hands, Article 13 of the Warrant as written passed with none opposed.

Article 14:

Mr. Bunker read Article 14. Motion was made with a second to approve Article 14 of the RSU #63 Warrant as written.

By a show of hands, Article 14 of the Warrant as written passed with none opposed.

Article 15:

Mr. Bunker read Article 15. Motion was made with a second to approve Article 15 of the RSU #63 Warrant as written.

By a show of hands, Article 15 of the Warrant as written passed with none opposed.

Vote: 19 Yes, 0 Opposed

Article 16:

Mr. Bunker read Article 16. Motion was made with a second to approve Article 16 of the RSU #63 Warrant as amended to correct the dates of July 1, 2018 to June 30, 2019.

By a show of hands, Article 16 of the Warrant as written passed with none opposed.

Vote: 19 Yes, 0 Opposed

Article 17:

Mr. Bunker read Article 17. Motion was made with a second to approve Article 17 of the RSU #63 Warrant as written.

Susan Dunham Shane asked if a Bus Article had been passed last year. Superintendent Smith answered yes. Ms. Shane asked what the mileage is on the bus that Article 17 would be replacing. Superintendent Smith responded that the District has multiple buses with high miles that meet the State guidelines for replacement.

By a show of hands, Article 17 of the Warrant as written passed with none opposed.

Article 18:

Mr. Bunker read Article 18. Motion was made with a second to approve Article 18 of the RSU #63 Warrant as written.

Susan Dunham Shane asked how many wheel chairs the small bus will hold. Jake Morgan, Transportation and Facilities Director answered the small bus would be used to transport the Pre-Kindergarten students and was not a wheel-chair bus. Superintendent Smith also advised that the District has been approved for State Funding for part of the cost of this bus.

By a show of hands, Article 18 of the Warrant as written passed with none opposed.

Article 19:

Mr. Bunker read Article 19. Motion was made with a second to approve Article 19 of the RSU #63 Warrant as written.

By a show of hands, Article 19 of the Warrant as written passed with none opposed.

Article 20:

Mr. Bunker read Article 20. Motion was made with a second to approve Article 20 of the RSU #63 Warrant as written.

By a show of hands, Article 20 of the Warrant as written passed with none opposed.

Voting on the Warrant Articles concluded.

Rusty Gagnon, Board Chair recognized Board of Director Members Suzanne Wieland and David McCluskey for their multiple years of service and dedication to RSU #63.

Adjournment:

At 7:38pm a motion was made by David McCluskey with a second by Rusty Gagnon to adjourn the meeting.

By a show of hands, the meeting was adjourned with none opposed.

Respectfully submitted by,

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

Approved:

REGIONAL SCHOOL UNIT NO. 63
Warrant for Annual Budget Meeting

(required articles)

To Rusty Gagnon, 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 May 30, 2018 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, 2018 to June 30, 2019.*
- ARTICLE 2 To see what sum the District will be allowed to expend for REGULAR INSTRUCTION.
Board of Directors Recommends \$5,785,312.64
- ARTICLE 3 To see what sum the District will be allowed to expend for SPECIAL EDUCATION.
Board of Directors Recommends \$1,779,501.77
- ARTICLE 4 To see what sum the District will be allowed to expend for STAFF AND STUDENT SUPPORT.
Board of Directors Recommends \$504,182.00
- ARTICLE 5 To see what sum the District will be allowed to expend for FACILITIES MAINTENANCE.
Board of Directors Recommends \$813,021.60
- ARTICLE 6 To see what sum the District will be allowed to expend for TRANSPORTATION AND BUSES.
Board of Directors Recommends \$789,218.28
- ARTICLE 7 To see what sum the District will be allowed to expend for SYSTEM ADMINISTRATION.
Board of Directors Recommends \$336,891.50
- ARTICLE 8 To see what sum the District will be allowed to expend for SCHOOL ADMINISTRATION.
Board of Directors Recommends \$354,332.00
- ARTICLE 9 To see what sum the District will be allowed to expend for OTHER INSTRUCTION.
Board of Directors Recommends \$49,214.00
- ARTICLE 10 To see what sum the District will be allowed to expend for ALL OTHER EXPENDITURES.
Board of Directors Recommends \$10,000.00
- 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 \$1,144,864.22
 Eddington \$2,998,373.08
 Holden \$4,343,524.88

School District Total
Appropriated \$8,486,762.18

Total Raised
 Clifton \$627,399.75
 Eddington \$1,427,978.00
 Holden \$2,387,906.00

School District Total
Raised \$4,443,283.75

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 \$866,314.92 in additional local funds, which exceeds the State's Essential Programs and Services allocation model by \$866,314.92 as required to fund the budget recommended by the Board of Directors? The Board of Directors recommends \$866,314.92 for additional local funds and gives the following reason for exceeding the State's Essential Programs and Services funding model by \$866,314.92: The District's educational staffing ratios exceed the staffing ratios recommended by the State's Essential Programs and Services funding model, the District's Transportation and Special Education costs are higher than allocated by the model. Additionally, actual secondary tuition costs are higher than funded through the EPS 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, 2018 and ending June 30, 2019 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 \$10,421,673.79.

ARTICLE 14 To see what sum the District will appropriate \$3,582.05 for Adult Education and raise \$3,582.05 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, 2018 and ending June 30, 2019 be approved in the amount of \$2,651,076.57?
(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, 2018 and ending June 30, 2019 is \$0.00

ARTICLE 16 Shall the vocational region approve a budget for Adult education for the year beginning July 1, 2017 and ending June 30, 2018 in the amount of \$323,782.10?
(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, 2018 and ending June 30, 2019 is \$3,582.05

(optional articles)

ARTICLE 17 Shall the Board of Directors be authorized to issue notes not to exceed a period of five years in the name of the district for the purpose of purchasing a school bus in an amount not to exceed \$95,000.00 and appropriate the same?
Board of Directors Recommends a "YES" vote.

Note: Regular day bus, replaces existing bus

ARTICLE 18 Shall the Board of Directors be authorized to issue notes not to exceed a period of five years in the name of the district for the purpose of purchasing a school bus in an amount not to exceed \$55,000.00 and appropriate the same?
Board of Directors Recommends a "YES" vote.

Note: Type A (small bus), replaces Mini Van

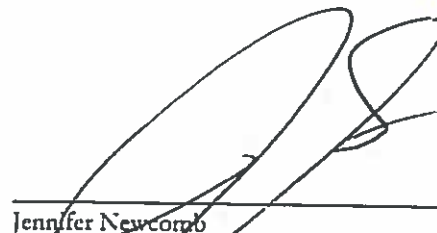
ARTICLE 19 Shall the Board of Directors be authorized to transfer up to \$20,000 from unexpended balances at the end of the 2017 2018 fiscal year to the Capital Reserve Fund?
Board of Directors Recommends a "YES" vote.

Explanation: The Capital Reserve Fund was established in 2017 for the purpose of funding school construction, capital improvement projects, facility upgrades, plant maintenance, and capital equipment purchase. Voter approval would allow the district to transfer up to \$20,000 from unexpended balances to the Capital Reserve Fund.

ARTICLE 20 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.

Given under our hands this 21st day of May, 2018.

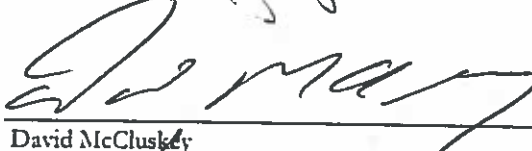

Rusty Gagnon

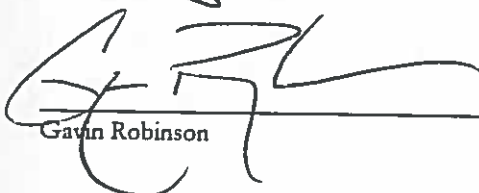

Jennifer Newcomb


Steve Carr


Linda Graban


John Hutchins


David McCluskey


Gavin Robinson


Suzanne Wieland

Regional School Unit No. 63

A true copy of the warrant, Attest


Rusty Gagnon



440 Main Road | Eddington, ME 04428 | P: 207-843-6010 | F: 207-843-4317

590 Main Road | Holden, ME 04429 | P: 207-843-7828 | F: 207-843-4329

"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"

I submit my June board report on behalf of the students and staff the Eddington & Holden Elementary Schools. As we bring the year to a close, we have **154** students (2nd = **48**, 3rd = **50** 4th = **56**) at Holden and **121** (PK = **30** K = **49** 1st = **42**) in Eddington. Wow where has the year gone?? The weather is slowly improving, just in time for summer break, we hope.☺

- We finished May with an outstanding spring choral concert at the Holden School. Students sang and danced to a full house.☺
- Our Fourth Graders spent a day at Holbrook as part of their "Step-Up" program. Many of them came back excited to head over to the "big school." They will be missed.☺
- Speaking of step-up, our First Graders were able to come to Holden for a tour and a chance to meet their next year's homeroom teachers.
- In early June our Second Graders had the opportunity to spend time on a boat in the Atlantic Ocean through the "Divers Ed" program offered through the College of the Atlantic.☺ Our thanks to the PTG for paying for this field trip adventure. Our K students spent a morning at the Whiter Farm at the Univ. of Maine, Grade One went to the Emera Astronomy Center and also attended the "Physics Road Show" at UMO. Grade Three had their annual trek to the Maine State Museum in Augusta.
- We had a wonderful turnout at Eddington for "Celebration of Success" and ice cream social. End of year projects were on display and kids had a fun time creating their own ice cream sundaes.☺
- The weather was cooperative for "Field Days" at both schools in early June. We had many parent volunteers, Eddington FD, staff, and others assist these annual events. Many thanks to Mr. Slowikowski for making these days exciting and fun.☺
- We finish the year at Holden by hosting a Fourth-Grade afternoon of fun and a DQ cake. At their celebration I bid farewell to the Fourth Graders and wish them the best as they move on to Holbrook. I share with them the importance of hard work and commitment as they enter their middle and high school years.
- A big thanks to the PTG who continue to support our elementary students. It was their financial donations that provided the "Diver Ed" program, T-shirts for the Fourth-Grade classes, and so many other special events and activities.

Once again my thanks to the Superintendent and the Board of Directors for their continued support for the students, staff, and myself through out the school year. I shall enjoy some vacation time at Egg Pond as well as "some golfing" if the weather permits.

Have a restful summer and I look forward to my 15th year as an elementary principal (31st yr. in RSU#63.)

Go Sox!!!!!!

Respectfully submitted,
Don Spencer

DRAFT

Holbrook School Principal's Report 6-7-18

Enrollment:

Grade 5	61
Grade 6	54
Grade 7	69
Grade 8	72
Total	256

The Holbrook School promotion class of 2018 will celebrate their accomplishments with family and friends on Wednesday, June 13th in the gymnasium. There will be multiple awards presented to honor student academic, athletic and school citizenship accomplishments. I'm confident that our students will continue to shine at their respective high school. The evening will be capped off with a post promotion activity night at the Old Town/Orono YMCA. Students will have the opportunity to enjoy the climbing wall, gymnastics equipment, swimming pool (obstacle course), open gym and Pat's Pizza. This is always a nice way for students to enjoy each other's company for the last time as middle school students. We wish them the best of luck in high school and beyond. The eighth grade class will also be going to FunTown USA on Friday, June 15th on the annual class trip. I appreciate the flexibility of our staff as they supervise our students for these events beyond their usual contract expectations. We wish our eighth graders the best of luck as they move into the next phase of their educational lives.

They will be attending:

Brewer	33
John Bapst	23
Hampden	4
Bangor	7
Hermon	1
Presque Isle	1 (Maybe Bangor)
MSSM	1
Undecided	2
Total	72

All Holbrook students completed the NWEA assessment in Math, Reading and Language Usage this spring. Students, teachers and administrators use the NWEA to measure student growth from the fall to the spring. The administration and teaching staff will use the data to guide future instruction, identify students for RTI or GT programming and to review internal programming.

The Holbrook fifth grade staff will welcome 55 incoming fifth grade students on Tuesday, June 12th. The future Red Devils will spend about four hours at Holbrook. They will visit their 2018-2019 classroom, attend abbreviated specials, eat lunch and experience recess before returning to Holden. The same evening parents were invited to attend an informational session at Holbrook. The fifth grade staff will be on hand to answer questions and provide a brief overview of the day

in the life of a Holbrook fifth grader. It's terrific to see parents investing in the education of their child. We're looking forward to welcoming another group to Holbrook in late August.

Positive Climate and Culture:

As the school year comes to a close it's healthy to reflect on the events of the past year. The 2017-2018 school year has gone well. Susan Smith has had a positive impact from the Superintendent position and I look forward to continue our work together next year. Our school has a reasonable balance of veteran, experienced and new staff to support an effective learning environment. The wide range of co- and extra- curricular opportunities offered at Holbrook continue to be an important aspect of our school.

As our enrollment settles into the new normal with smaller class sizes I'm happy to report that we will continue to offer a wide range of student experiences during their middle school years. While planning for next year's academic schedule I believe we've maximized the use of our staff in a way that provides students with a well-rounded experience. We'll be providing support level and honors level classes in math and language arts in grades six, seven and eight next year. In addition to the typical specials offered all grade levels will have technology and health in their weekly schedule for the 2018-2019 school year.

I would like to thank the teaching staff at Holbrook for a positive and productive school year. I hope they all have a restful and rejuvenating summer break. Having time to connect with family members and reflect on your work is a great way to recharge the batteries and prepare for the upcoming school year. We also want to wish best of luck to the following staff members in their future endeavors.

Andrew Kirby
Katy Ames

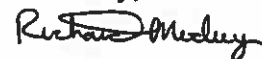
-Resignation, returning to Presque Isle High School in the fall
-Resignation

All grade levels will be enjoying their end of year celebration trips as follows.

Grade Eight- FunTown, USA
Grade Seven- Lamoine Beach
Grade Six- Wild Acadia Fun Park
Grade Five- Wild Acadia Fun Park

Thank you for your support and have a great summer!

Sincerely,



Richard Modery
Principal
Holbrook Middle School

Regional School Unit #63 - Special Services Office
Jesse Gauthier, Director
202 KIDDER HILL ROAD
HOLDEN, ME 04429

Director of Special Services Report – June 2018

It's hard to believe the 17-18 school year is coming to a close. The Office of Special Services is finishing up the few remaining IEP team meetings to ensure student programs are appropriate for the next grade level setting. Evaluations are also being completed ahead of triennial review meetings that are due at the beginning of the 2018-2019 school year.

The interview process for open staff positions is going well. There is a high level of interest in working for RSU 63 and the quality of applicants is encouraging. The search committees will submit recommendations to Susan Smith very soon and it appears that all positions will be filled before the summer break.

Final preparations are underway for Extended School Year services. Students who need to practice skills to prevent significant regression will be attending during the summer school hours at Holbrook at the same time as their peers. This worked well at Holden last year and made a positive impact in the fall when our students returned from a shorter summer break ready to learn.

I am also working closely with Mr. Modery and my staff at Holbrook to move away from grade level instruction and shift into content instruction for our special education teachers. We have already implemented a common curriculum called Leveled Literacy Instruction by Fountas & Pinnell starting in kindergarten and continuing through 8th grade. Having Erin McDonald instruct students in reading in grades 5 through 8 will provide continuity for students in their preparation for high school reading expectations. This is a shift from the previous eclectic reading instruction that varied by grade level. Likewise in math students that need specially designed instruction will work through the VMath instruction by Voyager Sopris Learning starting in Grade 2 and continue through Grade 6. This gives students who struggle with math consistent instruction that builds sequentially on mastered skills that are reviewed frequently before they begin Co-taught Pre-Algebra starting in 7th grade and continuing into 8th grade. Other teachers at Holbrook have taught or will start teaching across grade levels in their content area so it makes sense for our special education teachers to departmentalize at the middle school level as well.

This past year I have been completing my mentorship plan to be an administrator of special education for the Maine Department of Education Certification Office. At the end of this academic year, I will submit my evidence and have completed all requirements for my Professional Administrator of Special Education K-12 certificate. It's been a busy two years because of the Maine DOE file review and passing classes and tests for my certification but it has been worth it. I appreciate the opportunity to continue to provide students with disabilities the services they need in order to continue to have access to grade level curriculum for RSU 63.

Respectfully Submitted,
Jesse Gauthier,
Director of Special Services



RSU 63
Department of Transportation
205 Main Road, Building 3
Holden, ME 04429
(207) 561-9238

Jake Morgan, Transportation & Facilities Director
jmorgan@rsu63.org



DRAFT

Clifton

Dedham

Eddington

Holden

Transportation/Facilities Board Report

June 2018

Transportation:

This month has been busy with covering field trips and bus runs. Buses will be on the road until about 1p.m. June 20th. Our mechanics are on vacation from June 18 – July 9th. I am trying to take vacation June 20 – July 2nd. I am working on setting up the runs for summer school for our district and Dedham. We have two buses that will need part of the floor rebuilt. Two vans need rocker panels replaced. We have several service jobs, brake replacements, and some tire work lined up. A couple of buses need to go to O'Connor's in Augusta for warrantee work.

Facilities:

I have been busy setting up the summer maintenance projects, confirming prices, and scheduling dates and times. Summer is a very busy time of year for the custodians. Every room is cleaned from top to bottom, floors revamped, and lots of painting. Most of the work in the boiler room at Eddington has been repaired from the "flood". We are waiting on the electronic controls to be repaired and the compressor to be installed. With all this work on the boilers, we should not have boiler problems at Eddington next year.



DRAFT

George Cummings
Technology Coordinator
p: 207.843.4316
e: gcummings@rsu63.org
www.rsu63.org

To: RSU 63 Board of Directors
From: George Cummings
Date: June 7, 2018
Re: Monthly Report

I submit this report to the School Board of Directors for June 2018.

My work agenda for the summer months is as follows:

- Prepare devices for summer learning programs.
- All MLTI student MacBook Air laptops, iPads, Kindle Fires, classroom Chromebooks, servers and COW laptops will be cleaned and updated with the latest software updates/image.
- Run year-end processes for Nutrikids and SchoolMaster.
- Update the TylerSIS database to reflect staffing changes.
- Software updates and service packs will be added to all Windows devices and software packages that require updating.
- Setup and configure 75 new Chromebooks and 38 new teacher MacBook Air Laptops.
- Inventory and assign asset identification numbers to all new district technology assets.
- Organize the disposal of all obsolete computer equipment from Eddington, Holbrook, and Holden Schools.
- Install 5-7 new ceiling mounted projectors.
- Configure Accelerated Reader, IXL, Learning Ally and Lexia for the new school year.
- Update the District and school websites with new school year information.
- Attend week long TylerSIS training.
- Update the NutriKids point of sale stations and server software.
- Gmail account information cards will be created for all students in grades 5-8.
- All District projectors will be cleaned and bulbs replaced as needed.
- Each school's class roster file will be created and submitted for the Fall NWEA testing session.

As this is a large amount of work, some of these tasks may run into the school year.

Respectfully submitted,



Regional School Unit 63

DRAFT

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 2018

Appreciation Luncheon

Please join us for lunch at 11:00 on Tuesday, June 19th in the Holbrook School Cafeteria. This lunch is a "Thank you!" to all our employees and community workers.

Central Office

The Central Office will be closed from Friday, June 29th until Monday, July 9th. I will be in Colorado visiting our son. George Cummings will be our local "go-to" administrator (843-4316).

Comprehensive Needs Assessment and Consolidated School Administrative Unit Plan

This 38 page report is almost ready for submission to the State. A group of about 20 people worked together on June 8th to review the draft, identify things they were proud of, share concerns, and make recommendations. Once their feedback is incorporated into the final document, it will be sent to the State, shared with the Board of Directors, and posted on our website. This will be used to help guide our work and to secure federal funding. I would like to thank Tom Copeland, Pat Sirois, and Suzanne Wieland for their help with this process.

Proposed Priority List for Major Capital Improvement and Oak Point's Cost Benefit Analysis Proposal

The Maine Department of Education will be presenting the Proposed Priority List for Major Capital Improvement to the State Board of Education on June 13th. This list will rank the 81 new school construction applications received by the State. RSU 63 submitted three applications, one each for Eddington, Holbrook, and Holden Schools. If any of our schools are ranked from #1 to #15, we have a chance of being funded by the State and should prepare to work with the State, carefully following their requirements and steps. If all of our schools are #16 or higher, I recommend we move forward with conducting our own cost benefit analysis through Oak Point Associates. Included in your Board Packet is the Cost Benefit Analysis Proposal from Oak Point Associates.



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.

Buses

Also include in your Board Packet is information about the potential purchasing of two buses. Both buses have been approved for funding by the State. We need to replace Bus 34 (deemed as "totaled" by our insurance company) and take ownership of a new bus prior to June 30th in order to qualify for State funding. Jake Morgan and Kelly Theriault have worked hard to locate a 2019 Blue Bird 77 passenger bus (\$79,900 from O'Connor) and figure out a funding plan (with Gorham Savings Bank) that will work for RSU 63 and satisfy the State requirements.

The State has also approved the purchase of a Class A (small) bus to replace one of our vans at the start of FY 19 (after July 1st). W.C. Cressey is holding a new 2018 Thomas Built bus (\$54,967) for us.

RSU 63 Handbook for Operation of Activity Accounts

The Budget and Finance Committee used a draft provided by our auditors as the basis for our own activity accounts handbook. Having this handbook, with clearly identified procedures, will help everyone work together to ensure high-quality, consistent management of these accounts.

Committees

In addition to electing a chair and vice-chair for the 2018-2019 fiscal year, the Board needs to elect three members to the Budget and Finance Committee and two Warrant Officers. (Please refer to Policy BDA-Organizational Meeting and Policy BDE-Committee Structure, Assignment, and Reporting.) In addition to membership on the standing Finance and Policy Committees, Board members also serve on the New School Community Committee, as High School Liaisons, and represent RSU 63 on the Board for SPRPCE (Southern Penobscot Regional Program for Children with Exceptionalities and the Board for the United Technology Center (UTC). We also welcome members to participate on our RSU 63 Student Success Committee to help address student wellness and prevent dropouts. A list of these committees and roles are included in your Board Packet.

2018-2019 Committee Members

Chair

1. _____

Vice Chair

1. _____

Budget and Finance Committee:

1. _____
2. _____
3. _____

Warrant Officers:

1. _____
2. _____

Policy Committee:

1. _____
2. _____
3. _____

New School Community Committee:

1. _____
2. _____
3. _____

United Technology Center (UTC) Board Member:

1. Dave McCluskey

SPRPCE Board Member:

1. _____

Brewer High School Liaison:

1. Jenn Newcomb

John Bapst Memorial High School Liaison:

1. Linda Graban

Hampden Academy Liaison: _____

Bangor High School Liaison: _____

Student Success Committee Board Representative (Wellness and Dropout Prevention)

1. _____
2. _____

Regional School Unit #63
202 KIDDER HILL ROAD
HOLDEN, ME 04429

Susan Smith
SUPERINTENDENT OF SCHOOLS

DRAFT

TELEPHONE 843-7851
FAX 843-7295

Date: June 6, 2018

From: Kelly Theriault

RE: June Board Report

-
- Budget & Finance committee met on June 5, 2018. The May financials for the General Fund and Food Service were provided for the committee to review. Superintendent Smith gave updates on facilities and transportation and bid documents were reviewed for the Holbrook roof, Holbrook & Eddington tick and grub control and heating fuel. The draft procedures handbook for activities (bank) accounts was reviewed by the committee, and recommended for approval by the board. The next meeting for budget and finance will be scheduled after the new committee members are elected.
 - Reports completed in the business office this month were MePERS, Hot lunch Details and Claims. I'm currently working on the Local Entitlement FY19 application for substantial approval.

MSAD63

Report # 21192

Financial Statement

Statement Code: Financial

Account Number / Description	Adopted Budget 7/1/2017 - 6/30/2018	Current Period 5/1/2018 - 5/31/2018	Reported Period 7/1/2017 - 5/31/2018	Bal Remg	Percent Remaining 7/1/2017 - 5/31/2018	Encumbrances 7/1/2017 - 5/31/2018
Local Revenue						
1 100-0000-00000-4142100-20 Transportation for other Units-Dedham	(76,500.00)	(772.50)	(64,793.41)	(11,706.59)	15.30%	0.00
2 100-0000-00000-4142100-21 Transportation for other Units-Hampden	(9,725.00)	0.00	(4,862.60)	(4,862.40)	49.99%	0.00
3 100-0000-00000-4142100-22 Transportation for other Units-airline	0.00	(130.00)	(4,403.51)	4,403.51	---	0.00
4 100-0000-00000-4142100-23 Transportation for other Units-Bgr	(2,000.00)	(1,000.00)	(2,000.00)	0.00	0.00%	0.00
5 100-0000-00000-4142100-90 Transportation for other Units	(5,000.00)	0.00	0.00	(5,000.00)	100.00%	0.00
6 100-0000-00000-4199140-90 INSURANCE CLAIM	0.00	0.00	(92,932.59)	92,932.59	---	0.00
7 100-0000-10000-4111100-91 REQUIRED LOCAL TAXES - CLIFTO	(603,373.83)	(50,281.15)	(565,059.85)	(38,313.98)	5.20%	0.00
8 100-0000-10000-4111100-92 REQUIRED LOCAL TAXES - EDDINGTO	(1,376,830.83)	0.00	(1,147,359.00)	(229,471.83)	15.64%	0.00
9 100-0000-10000-4111100-93 REQUIRED LOCAL TAXES -HOLDE	(2,273,947.00)	(189,495.58)	(2,084,451.38)	(189,495.62)	7.21%	0.00
10 100-0000-10000-4111300-91 ADDITIONAL LOCAL TAXES - CLIFTO	(143,606.37)	(11,967.20)	(119,672.00)	(23,934.37)	20.68%	0.00
11 100-0000-10000-4111300-92 ADDITIONAL LOCAL TAXES - EDDING	(327,693.50)	0.00	(273,077.90)	(54,615.60)	20.68%	0.00
12 100-0000-10000-4111300-93 ADDITIONAL LOCAL TAXES -HOLDE	(541,212.21)	(45,101.02)	(496,111.22)	(45,100.99)	12.75%	0.00
13 100-0000-10000-4151000-90 INTEREST INCOME	0.00	0.00	(10,985.55)	10,985.55	---	0.00
14 100-0000-10000-4199000-90 MISCELLANEOUS REVENUES	(21,000.00)	(11,108.50)	(17,170.17)	(3,829.83)	18.23%	0.00
15 100-0000-10000-4329700-90 State-Misc Receipts	0.00	0.00	(524.00)	524.00	---	0.00
16 100-0000-10000-4500001-90 UNDESIGNATED SURPLUS	(728,500.00)	0.00	0.00	(728,500.00)	100.00%	0.00
17 100-0000-10000-4500001-95 UNDESIGNATED SURPLUS-Spec ED	(120,000.00)	0.00	0.00	(120,000.00)	100.00%	0.00
Subtotal Local Revenue	\$ (6,229,388.74)	\$ (309,855.95)	\$ (4,883,403.18)	\$ (1,345,985.56)	21.60%	\$ 0.00
State Revenues						
18 100-0000-10000-4311100-90 STATE FOUNDATION ALLOCATION	(3,558,266.01)	(311,509.31)	(3,443,067.30)	(115,198.71)	8.53%	0.00
19 100-0000-20000-4312100-90 STATE AGENCY CLIENT TUITION	(30,000.00)	(8,791.23)	(58,666.03)	28,666.03	(95.55)%	0.00
Subtotal State Revenues	\$ (3,588,266.01)	\$ (320,300.54)	\$ (3,501,733.33)	\$ (86,532.68)	7.71%	\$ 0.00
Total Revenues	\$ (9,817,654.75)	\$ (630,156.49)	\$ (8,385,136.51)	\$ (1,432,518.24)	16.34%	\$ 0.00

MSAD63

Financial Statement

Account Number / Description	Adopted Budget	Current Period	Reported Period	Bal Remg	Percent Remaining	Encumbrances
	7/1/2017 - 6/30/2018	5/1/2018 - 5/31/2018	7/1/2017 - 5/31/2018		7/1/2017 - 5/31/2018	7/1/2017 - 5/31/2018
System Administration						
20. 100-0000-23100-5150000-90 BOD - STIPENDS	550.00	0.00	0.00	550.00	100.00%	0.00
21. 100-0000-23100-5250020-90 FICA/MEDI	43.00	0.00	0.00	43.00	100.00%	0.00
22. 100-0000-23100-5345000-90 BOD - LEGAL FEES	12,500.00	2,883.05	7,054.22	5,445.78	27.85%	1,963.90
23. 100-0000-23100-5346000-90 BOD - AUDIT	10,000.00	0.00	10,000.00	0.00	0.00%	0.00
24. 100-0000-23100-5520000-90 BOD - DISTRICT BOND INSURANCE	4,500.00	0.00	3,751.00	749.00	16.64%	0.00
25. 100-0000-23100-5520010-90 BOD - PURCH.SERV. OTHER - LIAB.	440.00	0.00	333.00	107.00	24.31%	0.00
26. 100-0000-23100-5550000-90 BOD - PRINTING & OTHER	1,750.00	0.00	2,284.27	(534.27)	(46.26)%	275.40
27. 100-0000-23100-5810000-90 BOD - MEMBERSHIP IN MSBA	2,450.00	0.00	2,306.00	144.00	5.87%	0.00
28. 100-0000-23100-5814000-90 BOD - CONFERENCES	750.00	500.00	500.00	250.00	30.66%	20.00
29. 100-0000-23140-5310000-90 BOD - REFERENDUM COSTS	3,000.00	0.00	0.00	3,000.00	100.00%	0.00
30. 100-0000-23200-5104000-90 SUPT. OFFICE (SUPT) - SALARY	68,100.00	5,262.14	63,116.74	4,983.26	7.31%	0.00
31. 100-0000-23200-5118000-90 Admin Asst Salary	41,397.00	2,749.73	33,991.02	7,405.98	17.89%	0.00
32. 100-0000-23200-5204000-90 SUPT. OFFICE (SUPT) - BENEFITS	1,071.00	9.44	142.28	928.72	86.71%	0.00
33. 100-0000-23200-5204010-90 SUPT. OFFICE (SUPT) - HEALTH	9,922.00	933.92	8,405.28	1,516.72	15.28%	0.00
34. 100-0000-23200-5204015-90 SUPT. OFFICE (SUPT) - DENTAL	201.00	18.92	208.12	(7.12)	(3.54)%	0.00
35. 100-0000-23200-5204020-90 SUPT. OFFICE (SUPT) - MCR	987.00	73.58	885.36	101.64	10.29%	0.00
36. 100-0000-23200-5208000-90 SUPT. OFFICE (A/A) - BENEFITS	6,152.00	0.00	888.26	5,263.74	85.56%	0.00
37. 100-0000-23200-5208020-90 SUPT. OFFICE (A/A) - OASDI/MCR	3,167.00	210.36	2,600.34	566.66	17.89%	0.00
38. 100-0000-23200-5218015-90 Dental	335.00	0.00	0.00	335.00	100.00%	0.00
39. 100-0000-23200-5234000-90 SUPT. OFFICE (SUPT) - RETIREMEN	2,704.00	208.00	2,496.00	208.00	7.69%	0.00
40. 100-0000-23200-5238000-90 RETIREMENT CONT./REGULAR E/E	1,242.00	0.00	44.53	1,197.47	96.41%	0.00
41. 100-0000-23200-5312000-90 SUPT. OFFICE SERVICES-CONTRACTE	15,000.00	0.00	13,769.91	1,230.09	8.20%	0.00
42. 100-0000-23200-5330000-90 SUPT. OFFICE - EE TRAINING & DEVE	1,500.00	0.00	484.00	1,016.00	67.73%	0.00
43. 100-0000-23200-5444500-90 SUPT. OFFICE - COPIER LEASE	4,500.00	0.00	3,539.18	960.82	21.35%	0.00
44. 100-0000-23200-5520000-90 SUPT. OFFICE - LIABILITY INSURANC	1,550.00	0.00	0.00	1,550.00	100.00%	0.00
45. 100-0000-23200-5532000-90 SUPT. OFFICE - TELEPHONES	3,500.00	8.34	2,239.51	1,260.49	36.01%	0.00
46. 100-0000-23200-5580000-90 SUPT. OFFICE - STAFF TRAVEL	3,500.00	0.00	1,677.57	1,822.43	52.06%	0.00
47. 100-0000-23200-5600000-90 SUPT. OFFICE - OFFICE SUPPLIES	4,000.00	65.55	2,583.39	1,416.61	31.94%	139.00
48. 100-0000-23200-5600030-90 SUPT. OFFICE - POSTAGE	3,200.00	0.00	2,424.30	775.70	24.24%	0.00

MSAD63

Financial Statement

Account Number / Description	Adopted Budget 7/1/2017 - 6/30/2018	Current Period 5/1/2018 - 5/31/2018	Reported Period 7/1/2017 - 5/31/2018	Bal Remig	Percent Remaining 7/1/2017 - 5/31/2018	Encumbrances 7/1/2017 - 5/31/2018
49 100-0000-23200-5605000-90 SUPT. OFFICE - REPLACEMENT OF E	700.00	0.00	0.00	700.00	100.00%	0.00
50 100-0000-23200-5810000-90 MEMBERSHIPS & DUES - SUPT. OFFI	2,500.00	50.00	779.80	1,720.20	68.80%	0.00
51 100-0000-25000-5118000-90 Business Office WAGES	97,408.00	7,210.28	89,657.05	7,750.95	7.95%	0.00
52 100-0000-25000-5208000-90 Business office BENEFITS	700.00	28.92	314.11	385.89	55.12%	0.00
53 100-0000-25000-5208010-90 C/S - HEALTH INSURANCE	26,979.00	2,448.06	26,928.66	50.34	0.18%	0.00
54 100-0000-25000-5208020-90 C/S - OASDI/MCR	7,622.00	505.76	6,354.78	1,267.22	16.62%	0.00
55 100-0000-25000-5218015-90 Dental	670.00	55.84	619.64	50.36	7.51%	0.00
56 100-0000-25000-5238000-90 C/S - RETIREMENT CONTRIBUTION	2,989.00	215.62	2,682.23	306.77	10.26%	0.00
Subtotal System Administration	53,47,579.00	523,437.51	5293,060.55	554,518.45	14.99%	\$2,398.30

MSAD63

Financial Statement

Account Number / Description	Adopted Budget 7/1/2017 - 6/30/2018	Current Period 5/1/2018 - 5/31/2018	Reported Period 7/1/2017 - 5/31/2018	Bal Remg	Percent Remaining 7/1/2017 - 5/31/2018	Encumbrances 7/1/2017 - 5/31/2018
School Administration						
57 100-0000-24000-5104000-11 PRINCIPAL SALARY - HOLBROOK	85,631.00	6,616.76	79,368.96	6,262.04	7.31%	0.00
58 100-0000-24000-5104000-12 PRINCIPAL SALARY - EDDINGTON	44,204.00	3,400.28	40,803.36	3,400.64	7.69%	0.00
59 100-0000-24000-5104000-13 PRINCIPAL SALARY - HOLDEN	44,204.00	3,400.28	40,803.36	3,400.64	7.69%	0.00
60 100-0000-24000-5118010-11 SECRETARIAL WAGES - HOLBROO	31,997.00	2,908.80	29,274.38	2,722.62	8.50%	0.00
61 100-0000-24000-5118010-12 SECRETARIAL WAGES - EDDINGTO	21,930.00	2,063.80	18,683.00	3,247.00	14.80%	0.00
62 100-0000-24000-5118010-13 SECRETARIAL WAGES - HOLDEN	24,833.00	2,179.10	21,440.65	3,392.35	13.66%	0.00
63 100-0000-24000-5204000-11 PRINCIPAL BENEFITS - HOLBROOK	700.00	15.74	172.02	527.98	75.42%	0.00
64 100-0000-24000-5204000-12 PRINCIPAL BENEFITS - EDDINGTO	350.00	30.93	340.22	9.78	2.79%	0.00
65 100-0000-24000-5204000-13 PRINCIPAL BENEFITS - I HOLDEN	350.00	30.94	340.35	9.65	2.75%	0.00
66 100-0000-24000-5204010-11 PRINCIPAL HEALTH - HOLBROOK	2,500.00	0.00	1,250.00	1,250.00	50.00%	0.00
67 100-0000-24000-5204010-12 PRINCIPAL HEALTH - EDDINGTON	6,697.00	558.10	6,139.10	557.90	8.33%	0.00
68 100-0000-24000-5204010-13 PRINCIPAL HEALTH - I HOLDEN	6,697.00	558.08	6,138.88	558.12	8.33%	0.00
69 100-0000-24000-5204015-12 PRINCIPAL DENTAL - EDDINGTON	167.50	13.96	153.56	13.94	8.32%	0.00
70 100-0000-24000-5204015-13 PRINCIPAL DENTAL - I HOLDEN	167.50	13.96	153.56	13.94	8.32%	0.00
71 100-0000-24000-5204020-11 PRINCIPAL MCR - HOLBROOK	1,242.00	95.52	1,164.36	77.64	6.25%	0.00
72 100-0000-24000-5204020-12 PRINCIPAL MCR - EDDINGTON	641.00	48.18	579.27	61.73	9.63%	0.00
73 100-0000-24000-5204020-13 PRINCIPAL MCR - I HOLDEN	641.00	48.16	579.07	61.93	9.66%	0.00
74 100-0000-24000-5204040-11 PRINCIPAL UNEMPLOYMENT - HOLBR	120.00	0.00	60.01	59.99	49.99%	0.00
75 100-0000-24000-5204040-12 PRINCIPAL UNEMPLOYMENT - EDDIN	60.00	0.00	60.00	0.00	0.00%	0.00
76 100-0000-24000-5204040-13 PRINCIPAL UNEMPLOYMENT - HOLDE	60.00	0.00	0.00	60.00	100.00%	0.00
77 100-0000-24000-5204050-11 PRINCIPAL WORKERS COMP - HOLBR	383.00	0.00	200.00	183.00	47.78%	0.00
78 100-0000-24000-5204050-12 PRINCIPAL WORKERS COMP - EDDIN	200.00	0.00	125.00	75.00	37.50%	0.00
79 100-0000-24000-5204050-13 PRINCIPAL WORKERS COMP - HOLDE	200.00	0.00	125.00	75.00	37.50%	0.00
80 100-0000-24000-5208000-12 SECRETARIAL BENEFITS - EDDINGTO	0.00	0.00	31.00	(31.00)	—	0.00
81 100-0000-24000-5208010-11 SECRETARIAL HEALTH - I HOLBROO	1,000.00	0.00	531.00	469.00	46.90%	0.00
82 100-0000-24000-5208010-12 SECRETARIAL HEALTH - EDDINGTO	1,000.00	0.00	500.00	500.00	50.00%	0.00
83 100-0000-24000-5208010-13 SECRETARIAL HEALTH - I HOLDEN	7,659.00	776.88	7,416.58	242.42	3.16%	0.00
84 100-0000-24000-5208015-12 SECRETARIAL DENTAL - EDDINGTO	335.00	0.00	5.90	329.10	98.23%	0.00
85 100-0000-24000-5208020-11 SECRETARIAL OASDI/MCR - HOLBROO	2,448.00	222.52	2,246.71	201.29	8.22%	0.00

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Account Number / Description	Adopted Budget	Current Period	Reported Period	Bal Remg	Percent Remaining	Encumbrances
	7/1/2017 - 6/30/2018	5/1/2018 - 5/31/2018	7/1/2017 - 5/31/2018		7/1/2017 - 5/31/2018	7/1/2017 - 5/31/2018
86. 100-0000-24000-5208020-12 SECRETARIAL OASDI/MCR - EDDINGT	1,678.00	157.89	1,436.51	241.49	14.39%	0.00
87. 100-0000-24000-5208020-13 SECRETARIAL OASDI/MCR - HOLDE	1,900.00	40.66	628.31	1,271.69	66.93%	0.00
88. 100-0000-24000-5208040-11 SECRETARIAL UNEMPLOYMENT - H	120.00	7.64	66.23	53.77	44.80%	0.00
89. 100-0000-24000-5208040-12 SECRETARIAL UNEMPLOYMENT - E	120.00	10.32	50.55	69.45	57.87%	0.00
90. 100-0000-24000-5208040-13 SECRETARIAL UNEMPLOYMENT - H	120.00	2.66	49.70	70.30	58.58%	0.00
91. 100-0000-24000-5208050-11 SECRETARIAL WORKERS COMP - H	143.00	0.00	100.00	43.00	30.06%	0.00
92. 100-0000-24000-5208050-12 SECRETARIAL WORKERS COMP - E	98.00	0.00	100.00	(2.00)	(2.04)%	0.00
93. 100-0000-24000-5208050-13 SECRETARIAL WORKERS COMP - H	111.00	0.00	100.00	11.00	9.90%	0.00
94. 100-0000-24000-5218015-12 Dental	0.00	33.50	309.56	(309.56)	---	0.00
95. 100-0000-24000-5234000-11 RETIREMENT CONTRIBUTIONS/ADMINIS	3,400.00	261.50	3,138.00	262.00	7.70%	0.00
96. 100-0000-24000-5234000-12 RETIREMENT CONTRIBUTIONS/ADMINIS	1,755.00	134.99	1,619.94	135.06	7.69%	0.00
97. 100-0000-24000-5234000-13 RETIREMENT CONTRIBUTIONS/ADMINIS	1,755.00	134.99	1,619.82	135.18	7.70%	0.00
98. 100-0000-24000-5238000-11 SECRETARIAL RETIREMENT - HOLBRO	960.00	0.00	0.00	960.00	100.00%	0.00
99. 100-0000-24000-5238000-12 SECRETARIAL RETIREMENT - EDDING	658.00	0.00	0.00	658.00	100.00%	0.00
100. 100-0000-24000-5238000-13 SECRETARIAL RETIREMENT - HOLDE	745.00	0.00	0.00	745.00	100.00%	0.00
101. 100-0000-24000-5238010-11 RETIREMENT	0.00	87.26	893.24	(893.24)	---	0.00
102. 100-0000-24000-5254000-11 PRINCIPAL TUITION REIMB. - HOLBR	2,400.00	0.00	0.00	2,400.00	100.00%	0.00
103. 100-0000-24000-5330080-11 PRIN. TRAINING & DEVELOPMENT	400.00	0.00	50.00	350.00	87.50%	0.00
104. 100-0000-24000-5330080-12 PRIN. TRAINING & DEVELOPMENT	600.00	0.00	275.00	325.00	54.16%	0.00
105. 100-0000-24000-5330080-13 PRIN. TRAINING & DEVELOPMENT	600.00	0.00	300.00	300.00	50.00%	0.00
106. 100-0000-24000-5444500-11 COPIER LEASE - HOLBROOK	8,500.00	0.00	8,465.00	35.00	0.41%	0.00
107. 100-0000-24000-5444500-12 COPIER LEASE - EDDINGTON	9,500.00	0.00	4,973.45	4,526.55	47.64%	0.00
108. 100-0000-24000-5444500-13 COPIER LEASE - HOLDEN	7,500.00	0.00	5,397.17	2,102.83	28.03%	0.00
109. 100-0000-24000-5532000-11 TELEPHONE - HOLBROOK	4,400.00	13.31	3,282.95	1,117.05	25.38%	0.00
110. 100-0000-24000-5532000-12 TELEPHONE - EDDINGTON	2,200.00	14.81	1,745.05	454.95	20.67%	0.00
111. 100-0000-24000-5532000-13 TELEPHONE - HOLDEN	2,400.00	8.01	2,988.12	(588.12)	(24.50)%	0.00
112. 100-0000-24000-5580000-11 PRINCIPAL OFFICE TRAVEL - HOLBR	500.00	0.00	0.00	500.00	100.00%	0.00
113. 100-0000-24000-5580000-12 PRINCIPAL OFFICE TRAVEL - EDDIN	300.00	0.00	38.94	261.06	87.02%	0.00
114. 100-0000-24000-5580000-13 PRINCIPAL OFFICE TRAVEL - HOLDE	300.00	0.00	38.94	261.06	87.02%	0.00
115. 100-0000-24000-5600010-11 OFFICE SUPPLIES - HOLBROOK	1,200.00	0.00	923.25	276.75	23.06%	0.00

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Account Number / Description	Adopted Budget 7/1/2017 - 6/30/2018	Current Period		Reported Period		Bal Remng	Percent Remaining		Encumbrances	
		5/1/2018 - 5/31/2018	5/31/2018	7/1/2017 - 5/31/2018	5/31/2018		7/1/2017 - 5/31/2018	5/31/2018	7/1/2017 - 5/31/2018	5/31/2018
116. 100-0000-24000-5600010-12 OFFICE SUPPLIES - EDDINGTON	1,150.00	0.00		304.84		845.16	73.49%		0.00	
117. 100-0000-24000-5600010-13 OFFICE SUPPLIES - HOLDEN	1,300.00	0.00		734.59		565.41	43.49%		0.00	
118. 100-0000-24000-5600030-11 POSTAGE - HOLBROOK	1,200.00	0.00		936.40		263.60	21.96%		0.00	
119. 100-0000-24000-5600030-12 POSTAGE - EDDINGTON	1,150.00	0.00		810.33		339.67	29.53%		0.00	
120. 100-0000-24000-5600030-13 POSTAGE - HOLDEN	1,250.00	0.00		885.36		364.64	29.17%		0.00	
121. 100-0000-24000-5810000-11 MEMBERSHIPS & DUES - HOLBROO	705.00	0.00		525.00		180.00	25.53%		0.00	
Subtotal School Administration	\$347,535.00	\$23,889.53		\$301,471.55		\$46,063.45	13.25%		\$0.00	

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Account Number / Description	Adopted Budget	Current Period		Reported Period		Bal Remg	Percent Remaining		Encumbrances	
		7/1/2017 - 6/30/2018	5/1/2018 - 5/31/2018	7/1/2017 - 5/31/2018	5/31/2018		7/1/2017 - 5/31/2018	5/31/2018		
Regular Instruction										
122. 100-1000-21900-5340000-95 PURCHASED PROF. SERVICES	2,200.00		0.00	3,150.00		(950.00)	(88.63)%		1,000.00	
123. 100-100-10000-5101010-11 TEACHER SALARIES - HOLBROOK	971,591.00		87,862.40	813,171.42		158,419.58	16.30%		0.00	
124. 100-100-10000-5101010-13 TEACHERS SALARIES - HOLDEN	325,219.00		26,799.53	293,386.71		31,832.29	9.78%		0.00	
125. 100-100-10000-5102000-13 ED TECH - WAGES	20,181.00		2,502.76	20,763.09		(582.09)	(2.88)%		0.00	
126. 100-100-10000-5123000-11 SUBSTITUTE WAGES - HOLBROOK	29,700.00		4,052.55	31,301.20		(1,601.20)	(5.39)%		0.00	
127. 100-100-10000-5123000-13 SUBSTITUTE WAGES - HOLDEN	2,250.00		675.00	4,500.00		(2,250.00)	(100.00)%		0.00	
128. 100-100-10000-5156000-11 TEACHER LEADER STIPENDS - HOL	1,500.00		0.00	0.00		1,500.00	100.00%		0.00	
129. 100-100-10000-5156000-12 TEACHER LEADER STIPENDS - EDD	2,500.00		0.00	1,000.00		1,500.00	60.00%		0.00	
130. 100-100-10000-5156000-13 TEACHER LEADER STIPEND - HOLDE	2,500.00		0.00	1,000.00		1,500.00	60.00%		0.00	
131. 100-100-10000-5201010-11 TEACHER - HEALTH INSURANCE -	218,090.00		17,763.98	196,543.99		21,546.01	9.87%		0.00	
132. 100-100-10000-5201010-13 TEACHER - HEALTH INSURANCE -	94,780.00		6,082.58	67,054.31		27,725.69	29.25%		0.00	
133. 100-100-10000-5201015-11 TEACHER - DENTAL INSURANCE -	6,700.00		502.38	5,529.15		1,170.85	17.47%		0.00	
134. 100-100-10000-5201015-13 TEACHER - DENTAL INSURANCE -	3,015.00		226.93	2,482.29		532.71	17.66%		0.00	
135. 100-100-10000-5201020-11 TEACHER - MCR - HOLBROOK	14,088.00		2,017.83	11,099.32		2,988.68	21.21%		0.00	
136. 100-100-10000-5201020-12 TEACHER - MCR - EDDINGTON	0.00		0.00	14.16		(14.16)	---		0.00	
137. 100-100-10000-5201020-13 TEACHER - MCR - HOLDEN	5,006.00		373.75	4,339.42		666.58	13.31%		0.00	
138. 100-100-10000-5201040-11 TEACHER - UNEMPLOYMENT - HO	2,800.00		37.74	1,213.74		1,586.26	56.65%		0.00	
139. 100-100-10000-5201040-13 TEACHER - UNEMPLOYMENT - HO	960.00		6.34	577.74		382.26	39.81%		0.00	
140. 100-100-10000-5201050-11 TEACHER - WORKERS COMP. - HOL	4,489.00		0.00	4,194.00		295.00	6.57%		0.00	
141. 100-100-10000-5201050-13 TEACHER - WORKERS COMP. - HOL	1,595.00		0.00	1,300.00		295.00	18.49%		0.00	
142. 100-100-10000-5202010-13 ED TECH - HEALTH	1,000.00		739.90	5,549.25		(4,549.25)	(454.92)%		0.00	
143. 100-100-10000-5202015-13 ED TECH - DENTAL	0.00		31.92	239.40		(239.40)	---		0.00	
144. 100-100-10000-5202020-13 ED TECH - OASDI/MCR	293.00		35.10	237.38		55.62	18.98%		0.00	
145. 100-100-10000-5202040-13 UNEMPLOYMENT	120.00		12.10	81.85		38.15	31.79%		0.00	
146. 100-100-10000-5202050-13 ED TECH - W/C	133.00		0.00	0.00		133.00	100.00%		0.00	
147. 100-100-10000-5203000-11 SUBSTITUTE BENEFITS - HOLBROO	2,272.00		203.71	1,522.96		749.04	32.96%		0.00	
148. 100-100-10000-5203000-13 SUBSTITUTE BENEFITS - HOLDEN	200.00		36.41	238.56		(38.56)	(19.28)%		0.00	
149. 100-100-10000-5231010-11 RETIREMENT	32,646.00		2,892.68	32,954.33		(308.33)	(0.94)%		0.00	
150. 100-100-10000-5231010-13 RETIREMENT	11,600.00		1,063.95	12,261.65		(661.65)	(5.70)%		0.00	

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		7/1/2017 - 6/30/2018	5/1/2018 - 5/31/2018	7/1/2017 - 5/31/2018	7/1/2017 - 5/31/2018			7/1/2017 - 5/31/2018	7/1/2017 - 5/31/2018
151. 100-1100-10000-5232000-13 ED TECH - RETIREMENT	801.00		99.36	674.39		126.61	15.80%	0.00	0.00
152. 100-1100-10000-5233000-11 RETIREMENT	0.00		74.55	559.08		(559.08)	---	0.00	0.00
153. 100-1100-10000-5233000-13 RETIREMENT	0.00		8.93	24.44		(24.44)	---	0.00	0.00
154. 100-1100-10000-5251000-11 TEACHER TUITION - HOLBROOK	8,000.00		1,500.00	6,855.75		1,144.25	2.11%	975.00	975.00
155. 100-1100-10000-5330000-11 TEACHER TRAINING & DEV. - HOLBR	10,725.00		0.00	3,205.28		7,519.72	63.73%	684.35	684.35
156. 100-1100-10000-5330000-13 TEACHER TRAINING & DEV. - HOLDE	4,313.00		0.00	1,546.47		2,766.53	60.78%	145.00	145.00
157. 100-1100-10000-5500000-13 OTHER PURCHASES SERVICES	1,800.00		0.00	1,680.00		120.00	6.66%	0.00	0.00
158. 100-1100-10000-5610000-11 TEACHING SUPPLIES - HOLBROOK	18,260.00		0.00	9,601.51		8,658.49	45.85%	285.49	285.49
159. 100-1100-10000-5610000-13 TEACHING SUPPLIES - HOLDEN	10,550.00		32.58	7,668.90		2,881.10	27.00%	32.24	32.24
160. 100-1100-10000-5610510-11 SPECIALISTS SUPPLIES-HOLBROO	10,369.00		0.00	7,793.58		2,575.42	8.86%	1,656.26	1,656.26
161. 100-1100-10000-5610510-12 SPECIALISTS SUPPLIES - EDD	4,000.00		0.00	1,749.34		2,250.66	40.64%	624.73	624.73
162. 100-1100-10000-5610510-13 SPECIALISTS SUPPLIES- HILDN	4,000.00		0.00	2,376.89		1,623.11	31.42%	366.29	366.29
163. 100-1100-10000-5611010-11 NEW INSTRUCTIONAL EQUIP - HO	878.00		0.00	649.08		228.92	26.07%	0.00	0.00
164. 100-1100-10000-5611010-13 NEW INSTRUCTIONAL EQUIP - HOL	1,800.00		1,444.99	1,444.99		355.01	18.89%	14.90	14.90
165. 100-1100-10000-5611020-12 REPLACE INST. EQUIP - EDDINGTO	0.00		0.00	39.69		(39.69)	---	0.00	0.00
166. 100-1100-10000-5611020-13 REPLACE INST. EQUIP - HOLDEN	1,350.00		0.00	323.91		1,026.09	76.00%	0.00	0.00
167. 100-1100-10000-5640000-11 TEXTBOOKS - HOLBROOK	6,644.00		0.00	6,117.05		526.95	7.30%	41.65	41.65
168. 100-1100-10000-5640000-13 TEXTBOOKS - HOLDEN	3,465.00		0.00	2,869.59		595.41	15.62%	54.00	54.00
169. 100-1100-10000-5890000-11 OTHER INSTRUCTIONAL EXP -HOLBR	700.00		0.00	709.50		(9.50)	(1.35)%	0.00	0.00
170. 100-1120-10000-5101010-12 K-2 TEACHER SALARIES- EDDINGTO	440,553.00		28,301.30	320,793.85		119,759.15	27.18%	0.00	0.00
171. 100-1120-10000-5101010-13 K-2 TEACHING SALARIES - HOLDE	137,250.00		9,442.30	102,977.00		34,273.00	24.97%	0.00	0.00
172. 100-1120-10000-5102000-12 K-2 ED. TECH. WAGES - EDDINGTO	48,068.00		5,026.50	40,485.89		7,582.11	15.77%	0.00	0.00
173. 100-1120-10000-5123000-12 K-2 SUBSTITUTE WAGES - EDDINGT	8,812.00		2,403.40	14,730.53		(5,918.53)	(67.16)%	0.00	0.00
174. 100-1120-10000-5123000-13 K-2 SUBSTITUTE WAGES - HOLDE	6,700.00		787.50	1,912.50		4,787.50	71.45%	0.00	0.00
175. 100-1120-10000-5201010-12 K-2 TEACHER HEALTH - EDDINGTO	106,497.00		6,421.46	77,756.38		28,740.62	26.98%	0.00	0.00
176. 100-1120-10000-5201010-13 K-2 TEACHER HEALTH - HOLDEN	25,013.00		1,294.80	17,116.76		7,896.24	31.56%	0.00	0.00
177. 100-1120-10000-5201015-12 K-2 TEACHER DENTAL - EDDINGTO	4,020.00		203.51	2,290.88		1,729.12	43.01%	0.00	0.00
178. 100-1120-10000-5201015-13 TEACHER DENTAL - HOLDEN	1,005.00		55.84	670.08		334.92	33.32%	0.00	0.00
179. 100-1120-10000-5201020-12 K-2 TEACHER MCR - EDDINGTON	6,388.00		395.96	4,683.93		1,704.07	26.67%	0.00	0.00
180. 100-1120-10000-5201020-13 TEACHER MEDICARE - HOLDEN	2,049.00		134.01	1,529.32		519.68	25.36%	0.00	0.00

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	7/1/2017 - 6/30/2018		5/1/2018 - 5/31/2018		7/1/2017 - 5/31/2018			7/1/2017 - 5/31/2018		7/1/2017 - 5/31/2018	
181 100-1120-10000-5201040-12 K-2 TEACHER UNEMPLOYMENT - E	1,320.00		3.81		581.88		738.12	55.91%		0.00	
182 100-1120-10000-5201040-13 TEACHER UNEMPLOYMENT - H/DLDE	480.00		2.26		242.72		237.28	49.43%		0.00	
183 100-1120-10000-5201050-12 K-2 TEACHER WORKERS COMP - E	2,036.00		0.00		1,830.00		206.00	10.11%		0.00	
184 100-1120-10000-5201050-13 TEACHER WORKERS COMPENSATIO	653.00		0.00		450.00		203.00	31.08%		0.00	
185 100-1120-10000-5202000-12 K-2 ED. TECH. BENEFITS- EDDINGTO	1,049.00		93.94		733.50		315.50	30.07%		0.00	
186 100-1120-10000-5202010-12 ED TECH - HEALTH	8,769.00		1,775.60		13,085.64		(4,316.64)	(49.22)%		0.00	
187 100-1120-10000-5202015-12 ED TECH - DENTAL	670.00		105.28		760.10		(90.10)	(13.44)%		0.00	
188 100-1120-10000-5203000-12 K-2 SUBSTITUTE BENEFITS - EDDING	675.00		53.86		443.80		231.20	34.25%		0.00	
189 100-1120-10000-5203000-13 K-2 SUBSTITUTE BENEFITS - HOLDE	520.00		38.64		100.46		419.54	80.68%		0.00	
190 100-1120-10000-5231010-12 Retirement	14,803.00		1,123.55		13,287.22		1,515.78	10.23%		0.00	
191 100-1120-10000-5231010-13 RETIREMENT	4,747.00		374.86		4,299.04		447.96	9.43%		0.00	
192 100-1120-10000-5232000-12 ED TECH - RETIREMENT	1,908.00		199.54		1,607.27		300.73	15.76%		0.00	
193 100-1120-10000-5233000-12 RETIREMENT	0.00		85.00		416.57		(416.57)	--		0.00	
194 100-1120-10000-5233000-13 RETIREMENT	0.00		8.94		11.92		(11.92)	--		0.00	
195 100-1120-10000-5251000-12 K-2 TEACHER TUITION - EDDINGTO	2,000.00		0.00		2,990.00		(990.00)	(49.50)%		0.00	
196 100-1120-10000-5330000-12 K-2 EE TRAINING & DEV - EDDINGTO	4,313.00		0.00		1,565.73		2,747.27	62.65%		45.00	
197 100-1120-10000-5610000-12 K-2 INSTRUCTIONAL SUPPLIES - E	17,755.00		4,767.06		11,368.89		6,386.11	35.86%		17.91	
198 100-1120-10000-5610000-13 K-2 INSTRUCTIONAL SUPPLIES - H	5,750.00		0.00		2,622.13		3,127.87	48.87%		317.50	
199 100-1120-10000-5611010-12 NEW INSTRUCTIONAL EQUIPMEN	0.01		0.00		0.00		0.01	100.00%		0.00	
200 100-1120-10000-5611020-12 REPLACE INST EQUIP	1,350.00		0.00		0.00		1,350.00	100.00%		0.00	
201 100-1120-10000-5640000-12 K-2 TEXTBOOKS - EDDINGTON	5,455.00		0.00		3,303.54		2,151.46	39.22%		11.85	
202 100-1120-10000-5640000-13 K-2 TEXTBOOKS - HOLDEN	930.00		0.00		783.87		146.13	15.71%		0.00	
203 100-2900-10000-5101010-95 SALARIES	24,500.00		0.00		14,383.04		10,116.96	41.29%		0.00	
204 100-2900-10000-5123000-95 GIFTED & TALENTED - SUBSTITUTE	900.00		0.00		841.45		58.55	6.50%		0.00	
205 100-2900-10000-5201000-95 PROFESSIONAL BENEFITS	8,742.00		0.00		205.74		8,536.26	97.64%		0.00	
206 100-2900-10000-5223000-95 GIFTED & TALENTED - SUBSTITUT	70.00		0.00		16.27		53.73	76.75%		0.00	
207 100-2900-10000-5233000-95 RETIREMENT	0.00		0.00		30.43		(30.43)	--		0.00	
208 100-2900-10000-5330000-95 GIFTED & TALENTED - EMPLOYEE	2,500.00		0.00		790.00		1,710.00	68.40%		0.00	
209 100-2900-10000-5600000-95 GIFTED & TALENTED - OTHER SUPP	3,425.00		1,068.48		2,344.61		1,080.39	31.54%		0.00	
210 101-1120-10000-5330000-12 PROFESSIONAL EE TRAINING	2,000.00		0.00		0.00		2,000.00	100.00%		0.00	

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Report # 21192

Financial Statement

Account Number / Description	Adopted Budget 7/1/2017 - 6/30/2018	Current Period 5/1/2018 - 5/31/2018	Reported Period 7/1/2017 - 5/31/2018	Bal Reng	Percent Remaining 7/1/2017 - 5/31/2018	Encumbrances 7/1/2017 - 5/31/2018
211. 102-0011-10000-5610010-13 Fueling our schools Mini Grant Supplie	1,000.00	0.00	637.70	362.30	36.23%	0.00
Subtotal Regular Instruction	\$2,749,758.01	\$221,247.35	\$2,236,276.00	\$513,482.01	18.44%	\$6,272.17
<u>Regular Instruction 9-12</u>						
212. 100-1200-10000-5561000-99 9-12 TUITION PAID TO OTHER RSU	1,866,966.00	243,724.65	1,301,254.61	565,711.39	30.30%	0.00
213. 100-1200-10000-5563000-99 9-12 PRIVATE SCHOOL TUITION	1,008,716.00	123,182.06	954,899.09	53,816.91	5.33%	0.00
214. 100-1200-10000-5568000-99 INSURED VALUE FACTOR	60,523.00	7,862.68	54,801.50	5,721.50	9.45%	0.00
Subtotal REG 9-12	\$2,936,205.00	\$374,769.39	\$2,310,955.20	\$625,249.80	21.29%	\$0.00

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Financial Statement

Account Number / Description	Adopted Budget	Current Period		Reported Period		Bal Remg	Percent Remaining		Encumbrances		
		7/1/2017 - 6/30/2018	5/1/2018 - 5/31/2018	7/1/2017 - 5/31/2018	5/31/2018		7/1/2017 - 5/31/2018	5/31/2018			
Special Education											
215 100-2200-10000-5101010-11 RR SALARIES	57,330.00	4,576.92	50,091.65	7,238.35	12.62%	0.00					
216 100-2200-10000-5101010-12 RR SALARIES	60,988.00	2,769.23	35,018.30	25,969.70	42.58%	0.00					
217 100-2200-10000-5101010-13 RR SALARIES	36,000.00	4,691.39	46,836.92	(10,836.92)	(30.10)%	0.00					
218 100-2200-10000-5102000-11 RR ED TECH - WAGES	40,687.00	4,516.06	40,014.00	673.00	1.65%	0.00					
219 100-2200-10000-5102000-12 RR ED TECH - WAGES	21,809.00	1,032.50	10,319.95	11,489.05	52.68%	0.00					
220 100-2200-10000-5102000-13 RR ED TECH - WAGES	0.00	2,345.00	19,287.25	(19,287.25)	---	0.00					
221 100-2200-10000-5123000-95 SPECIAL ED (RR) SUBSTITUTE - WA	5,250.00	1,087.50	4,368.75	881.25	16.78%	0.00					
222 100-2200-10000-5201000-95 SPECIAL ED (RR) TEACHER BENEFIT	0.00	0.00	149.12	(149.12)	---	0.00					
223 100-2200-10000-5201010-11 TCHR HEALTH INSURANCE	26,986.00	1,219.85	13,376.71	13,609.29	50.43%	0.00					
224 100-2200-10000-5201010-12 TCHR HEALTH INSURANCE	2,500.00	0.00	0.00	2,500.00	100.00%	0.00					
225 100-2200-10000-5201010-13 TCHR HEALTH INSURANCE	2,500.00	0.00	0.00	2,500.00	100.00%	0.00					
226 100-2200-10000-5201010-95 SPECIAL ED (RR) TEACHER - HEALTH	0.00	0.00	3,804.36	(3,804.36)	---	0.00					
227 100-2200-10000-5201015-11 TCHR DENTAL INSURANCE	670.00	27.92	307.12	362.88	54.16%	0.00					
228 100-2200-10000-5201015-12 TCHR DENTAL INSURANCE	335.00	27.92	307.12	27.88	8.32%	0.00					
229 100-2200-10000-5201015-13 TCHR DENTAL INSURANCE	335.00	27.92	288.31	46.69	13.93%	0.00					
230 100-2200-10000-5201015-95 SPECIAL ED (RR) TEACHER - DENTAL	0.00	0.00	4.85	(4.85)	---	0.00					
231 100-2200-10000-5201020-11 FICA/MEDICARE	1,147.00	64.08	734.67	412.33	35.94%	0.00					
232 100-2200-10000-5201020-12 FICA/MEDICARE	884.00	40.16	458.90	425.10	48.08%	0.00					
233 100-2200-10000-5201020-13 FICA/MEDICARE	522.00	68.02	712.57	(190.57)	(36.50)%	0.00					
234 100-2200-10000-5201040-11 UNEMPLOYMENT COMP. INSURANC	240.00	0.00	0.00	240.00	100.00%	0.00					
235 100-2200-10000-5201040-12 UNEMPLOYMENT COMP. INSURANC	120.00	0.00	0.00	120.00	100.00%	0.00					
236 100-2200-10000-5201040-13 UNEMPLOYMENT COMP. INSURANC	120.00	11.30	54.38	65.62	54.68%	0.00					
237 100-2200-10000-5201040-95 SPECIAL ED (RR) TEACHER - UNEMP	0.00	0.00	3.91	(3.91)	---	0.00					
238 100-2200-10000-5201050-11 WORKERS'COMP INSURANCE	375.00	0.00	375.00	0.00	0.00%	0.00					
239 100-2200-10000-5201050-12 WORKERS'COMP INSURANCE	281.00	0.00	281.00	0.00	0.00%	0.00					
240 100-2200-10000-5201050-13 WORKERS'COMP INSURANCE	167.00	0.00	150.00	17.00	10.17%	0.00					
241 100-2200-10000-5202000-95 SPECIAL ED (RR) ED. TECH. - BENEF	0.00	0.00	2,000.80	(2,000.80)	---	0.00					
242 100-2200-10000-5202010-11 ED TECH - HEALTH	8,769.00	0.00	0.00	8,769.00	100.00%	0.00					
243 100-2200-10000-5202010-12 ED TECH - HEALTH	7,769.00	388.44	4,351.29	3,417.71	43.99%	0.00					

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Financial Statement

Account Number / Description	Adopted Budget 7/1/2017 - 6/30/2018	Current Period 5/1/2018 - 5/31/2018	Reported Period 7/1/2017 - 5/31/2018	Bal Rmg	Percent Remaining 7/1/2017 - 5/31/2018	Encumbrances 7/1/2017 - 5/31/2018
244. 100-2200-10000-5202010-13 ED TECH - HEALTH	0.00	776.88	7,054.60	(7,054.60)	---	0.00
245. 100-2200-10000-5202010-95 SPECIAL ED (RR) ED TECH HEALTH	0.00	0.00	2,364.01	(2,364.01)	---	0.00
246. 100-2200-10000-5202015-11 ED TECH - DENTAL	335.00	31.92	347.48	(12.48)	(3.72)%	0.00
247. 100-2200-10000-5202015-12 ED TECH - DENTAL	335.00	0.00	0.00	335.00	100.00%	0.00
248. 100-2200-10000-5202015-13 ED TECH - DENTAL	0.00	33.50	329.42	(329.42)	---	0.00
249. 100-2200-10000-5202015-95 SPECIAL ED (RR) ED TECH - DENTAL	0.00	0.00	5.83	(5.83)	---	0.00
250. 100-2200-10000-5202020-11 ED TECH - OASDI/MCR	569.00	65.49	816.79	(247.79)	(43.54)%	0.00
251. 100-2200-10000-5202020-12 ED TECH - OASDI/MCR	292.00	14.34	142.44	149.56	51.21%	0.00
252. 100-2200-10000-5202020-13 ED TECH - OASDI/MCR	316.00	32.76	336.14	(20.14)	(6.37)%	0.00
253. 100-2200-10000-5202040-11 ED TECH - UNEMPLOYMENT	240.00	21.98	206.43	33.57	13.98%	0.00
254. 100-2200-10000-5202040-12 ED TECH - UNEMPLOYMENT	120.00	4.94	37.50	82.50	68.75%	0.00
255. 100-2200-10000-5202040-95 SPECIAL ED (RR) ED TECH - UNEMP	0.00	0.00	3.95	(3.95)	---	0.00
256. 100-2200-10000-5202050-11 ED TECH - WORKERS COMP	193.00	0.00	165.00	28.00	14.50%	0.00
257. 100-2200-10000-5202050-12 ED TECH - WORKERS COMP	99.00	0.00	150.00	(51.00)	(51.51)%	0.00
258. 100-2200-10000-5202050-13 ED TECH - WORKERS COMP	107.00	0.00	125.00	(18.00)	(16.82)%	0.00
259. 100-2200-10000-5203000-95 SPECIAL ED (RR) SUBSTITUTE - BE	405.00	65.40	247.29	157.71	38.94%	0.00
260. 100-2200-10000-5231010-11 TCHR RETIREMENT	2,422.00	181.70	2,074.47	347.53	14.34%	0.00
261. 100-2200-10000-5231010-12 TCHR RETIREMENT	0.00	109.94	1,256.30	(1,256.30)	---	0.00
262. 100-2200-10000-5232000-11 ED TECH - RETIREMENT	1,319.00	80.80	652.75	666.25	50.51%	0.00
263. 100-2200-10000-5232000-12 ED TECH - RETIREMENT	0.00	41.00	409.73	(409.73)	---	0.00
264. 100-2200-10000-5232000-13 ED TECH - RETIREMENT	0.00	93.10	765.70	(765.70)	---	0.00
265. 100-2200-10000-5232000-95 SPECIAL ED - (RR) ED TECH RETIR	678.00	0.00	0.00	678.00	100.00%	0.00
266. 100-2200-10000-5233000-95 RETIREMENT	733.00	0.00	52.48	680.52	92.84%	0.00
267. 100-2200-10000-5330000-95 SPECIAL ED (RR) TEACHER - TRAIN	2,000.00	0.00	1,605.92	394.08	19.70%	0.00
268. 100-2200-10000-5344000-95 SPECIAL ED (RR) PURCH. PROF S	1,000.00	2,716.50	28,120.00	(27,120.00)	(2,712.00)%	0.00
269. 100-2200-10000-5600010-95 SPECIAL ED (RR) TEACHING SUPPL	1,800.00	0.00	1,562.95	237.05	11.55%	29.04
270. 100-2200-10000-5640000-95 SPECIAL ED (RR) TEXTBOOKS	0.00	0.00	594.00	(594.00)	---	0.00
271. 100-2200-10000-5690000-95 SPECIAL ED (RR) OTHER SUPPLIE	2,982.25	0.00	1,555.29	1,426.96	47.84%	0.00
272. 100-2300-10000-5101010-11 SC SALARIES	54,450.00	4,188.46	45,996.13	8,453.87	15.52%	0.00
273. 100-2300-10000-5101010-13 SC SALARIES	39,250.00	3,019.23	32,946.92	6,303.08	16.05%	0.00

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Account Number / Description	Adopted Budget 7/1/2017 - 6/30/2018	Current Period 5/1/2018 - 5/31/2018	Reported Period 7/1/2017 - 5/31/2018	Bal Remg	Percent Remaining 7/1/2017 - 5/31/2018	Encumbrances 7/1/2017 - 5/31/2018
274 100-2300-10000-5102000-11 SC ED TECH - WAGES	43,617.00	2,197.13	23,062.84	20,554.16	47.12%	0.00
275 100-2300-10000-5102000-13 SC ED TECH - WAGES	42,315.00	1,561.00	14,150.89	28,164.11	66.55%	0.00
276 100-2300-10000-5102000-95 SPECIAL ED (SCC) ED, TECH - WA	0.00	0.00	164.50	(164.50)	--	0.00
277 100-2300-10000-5123000-95 SPECIAL ED (SCC) SUBSTITUTE - W	3,750.00	150.00	3,862.50	(112.50)	(3.00)%	0.00
278 100-2300-10000-5201000-95 SPECIAL ED (SCC) TEACHER BENEF	0.00	0.00	119.29	(119.29)	--	0.00
279 100-2300-10000-5201010-11 TCHR HEALTH INSURANCE	17,538.00	1,436.98	15,806.78	1,731.22	9.87%	0.00
280 100-2300-10000-5201010-13 TCHR HEALTH INSURANCE	7,769.00	690.18	7,608.46	160.54	2.06%	0.00
281 100-2300-10000-5201010-95 SPECIAL ED (SCC) TEACHER - HEAL	0.00	0.00	297.00	(297.00)	--	0.00
282 100-2300-10000-5201015-11 TCHR DENTAL INSURANCE	335.00	27.92	307.12	27.88	8.32%	0.00
283 100-2300-10000-5201015-13 TCHR DENTAL INSURANCE	335.00	27.92	307.12	27.88	8.32%	0.00
284 100-2300-10000-5201020-11 FICA/MEDICARE	790.00	54.38	630.08	159.92	20.24%	0.00
285 100-2300-10000-5201020-13 FICA/MEDICARE	614.00	0.00	0.00	614.00	100.00%	0.00
286 100-2300-10000-5201040-13 UNEMPLOYMENT COMP INSURANC	120.00	7.28	32.45	87.55	72.95%	0.00
287 100-2300-10000-5201050-11 WORKERS'COMP INSURANCE	251.00	0.00	250.00	1.00	0.39%	0.00
288 100-2300-10000-5201050-13 WORKERS'COMP INSURANCE	181.00	0.00	215.00	(34.00)	(18.78)%	0.00
289 100-2300-10000-5202010-11 ED TECH - HEALTH	2,000.00	0.00	0.00	2,000.00	100.00%	0.00
290 100-2300-10000-5202010-13 ED TECH - HEALTH	15,538.00	954.76	5,261.75	10,276.25	66.13%	0.00
291 100-2300-10000-5202015-11 ED TECH - DENTAL	335.00	0.00	0.00	335.00	100.00%	0.00
292 100-2300-10000-5202015-13 ED TECH - DENTAL	670.00	41.17	233.25	436.75	65.18%	0.00
293 100-2300-10000-5202020-11 ED TECH - OASDI/MCR	235.00	31.86	334.44	(99.44)	(42.31)%	0.00
294 100-2300-10000-5202020-13 ED TECH - OASDI/MCR	1,821.00	21.10	191.86	1,629.14	89.46%	0.00
295 100-2300-10000-5202020-95 SPECIAL ED (SCC) ED TECH - OA	0.00	0.00	2.39	(2.39)	--	0.00
296 100-2300-10000-5202040-11 ED TECH - UNEMPLOYMENT	120.00	10.98	52.00	68.00	56.66%	0.00
297 100-2300-10000-5202040-95 SPECIAL ED (SCC) ED, TECH - UN	0.00	0.00	0.82	(0.82)	--	0.00
298 100-2300-10000-5202050-11 ED TECH - WORKERS COMP	202.00	0.00	100.00	102.00	50.49%	0.00
299 100-2300-10000-5202050-13 ED TECH - WORKERS COMP	241.00	0.00	225.00	16.00	6.63%	0.00
300 100-2300-10000-5203000-95 SPECIAL ED (SCC) SUBSTITUTE - B	290.00	7.58	214.63	75.37	25.98%	0.00
301 100-2300-10000-5231010-11 TCHR RETIREMENT	2,161.00	166.28	1,907.63	253.37	11.72%	0.00
302 100-2300-10000-5231010-13 TCHR RETIREMENT	1,558.00	119.86	1,362.65	195.35	12.53%	0.00
303 100-2300-10000-5232000-11 ED TECH - RETIREMENT	1,731.00	87.23	915.59	815.41	47.10%	0.00

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Account Number / Description	Adopted Budget	Current Period		Reported Period		Bal Remg	Percent Remaining		Encumbrances	
		7/1/2017 - 6/30/2018	5/1/2018 - 5/31/2018	7/1/2017 - 5/31/2018	7/1/2017 - 5/31/2018		7/1/2017 - 5/31/2018	7/1/2017 - 5/31/2018		
304. 100-2300-10000-5232000-13 ED TECH - RETIREMENT	1,680.00	61.97		561.80		1,118.20	66.55%		0.00	
305. 100-2300-10000-5232000-95 SPECIAL ED. (SCC) - ED. TECH. RET	0.00	0.00		6.53		(6.53)	---		0.00	
306. 100-2300-10000-5233000-95 RETIREMENT	0.00	0.00		23.83		(23.83)	---		0.00	
307. 100-2300-10000-5330000-95 SPECIAL ED. (SCC) TEACHER - TRAI	1,000.00	0.00		704.99		295.01	29.50%		0.00	
308. 100-2300-10000-5610010-95 SPECIAL ED. (SCC) - INST. SUPPLIE	600.00	0.00		153.32		446.68	(140.16)%		1,287.68	
309. 100-2400-10000-5123000-95 SPECIAL ED. HOME INST. TUTOR - W	9,600.00	429.44		1,858.56		7,741.44	80.64%		0.00	
310. 100-2400-10000-5203000-95 SPECIAL ED. HOME INST. TUTOR - B	139.00	7.72		37.15		101.85	73.27%		0.00	
311. 100-2400-10000-5233000-95 RETIREMENT	381.00	15.72		63.00		318.00	83.46%		0.00	
312. 100-2500-23300-5104000-90 SPECIAL ED. - DIRECTOR SALARY	70,000.00	5,384.62		64,615.44		5,384.56	7.69%		0.00	
313. 100-2500-23300-5118000-90 SPECIAL ED. - SECRETARY WAGE	29,747.00	1,942.50		21,548.38		8,198.62	27.56%		0.00	
314. 100-2500-23300-5204000-90 SPECIAL ED. - DIRECTOR BENEFIT	23,108.00	70.64		1,115.12		21,992.88	95.17%		0.00	
315. 100-2500-23300-5204010-90 ADMINISTRATION - HEALTHI	0.00	1,459.90		16,058.90		(16,058.90)	---		0.00	
316. 100-2500-23300-5204015-90 ADMINISTRATION - DENTAL	0.00	27.92		307.12		(307.12)	---		0.00	
317. 100-2500-23300-5208000-90 SPECIAL ED. - SECRETARY BENEFIT	15,952.00	140.74		1,661.39		14,290.61	89.58%		0.00	
318. 100-2500-23300-5208010-90 REGULAR EYE - HEALTHI	0.00	958.08		13,753.09		(13,753.09)	---		0.00	
319. 100-2500-23300-5218015-90 Dental	0.00	20.22		276.81		(276.81)	---		0.00	
320. 100-2500-23300-5234000-90 RETIREMENT CONTRIBUTIONS/ADMINI	0.00	213.76		2,565.12		(2,565.12)	---		0.00	
321. 100-2500-23300-5330000-90 SPECIAL ED. - EE TRAINING & DE	1,500.00	0.00		691.50		808.50	53.90%		0.00	
322. 100-2500-23300-5444000-90 SPECIAL ED. - PURCHASED PROF. S	2,100.00	0.00		2,047.00		53.00	2.52%		0.00	
323. 100-2500-23300-5444500-90 SPECIAL ED. - OFFICE COPIER LEAS	4,500.00	0.00		3,729.44		770.56	17.12%		0.00	
324. 100-2500-23300-5532000-90 SPECIAL ED. - OFFICE TELEPHONE	1,500.00	5.08		1,273.81		226.19	15.07%		0.00	
325. 100-2500-23300-5561000-90 SPECIAL ED. - TUITION/OUTSIDE P	327,250.00	25,455.35		352,976.53		(25,726.53)	(7.86)%		0.00	
326. 100-2500-23300-5580000-90 SPECIAL ED. - OFFICE TRAVEL	2,500.00	272.75		895.35		1,604.65	64.18%		0.00	
327. 100-2500-23300-5600000-90 SPECIAL ED. - OFFICE SUPPLIES	1,500.00	0.00		921.98		578.02	32.06%		96.99	
328. 100-2500-23300-5611020-95 REPLACE INST. EQUIP.	500.00	0.00		0.00		500.00	100.00%		0.00	
329. 100-2500-23300-5810000-90 DUES & FEES - SPED OFFICE	2,500.00	0.00		465.00		2,035.00	81.40%		0.00	
330. 100-2500-23300-5900000-90 CONTINGENCY SPEC ED	100,000.00	0.00		0.00		100,000.00	100.00%		0.00	
331. 100-2800-21500-5101010-95 SPECIAL ED. SPEECH TEACHER - S	36,000.00	5,190.00		42,574.62		(6,574.62)	(18.26)%		0.00	
332. 100-2800-21500-5201000-95 SPECIAL ED. SPEECH TEACHER - B	238.00	75.26		677.37		(439.37)	(184.60)%		0.00	
333. 100-2800-21500-5201010-95 GROUP HEALTH INSURANCE	7,769.00	0.00		0.00		7,769.00	100.00%		0.00	

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334. 100-2800-21500-5201015-95 GROUP DENTAL INSURANCE	335.00	0.00	0.00	335.00	100.00%	0.00
335. 100-2800-21500-5201020-95 FICA/MEDICARE	522.00	0.00	0.00	522.00	100.00%	0.00
336. 100-2800-21500-5202040-95 UNEMPLOYMENT	120.00	0.00	0.00	120.00	100.00%	0.00
337. 100-2800-21500-5231010-95 RETIREMENT	1,210.00	206.04	1,690.22	(480.22)	(39.68)%	0.00
338. 100-2800-21500-5610010-95 INSTRUCTIONAL SUPPLIES	600.00	0.00	0.00	600.00	100.00%	0.00
339. 100-4100-10000-5340000-95 PURCHASED PROF SERVICES	1,000.00	0.00	0.00	1,000.00	100.00%	0.00
340. 100-4300-10000-5121000-95 SUMMER PROGRAMMING - TUTO	3,000.00	0.00	3,630.00	(630.00)	(21.00)%	0.00
341. 100-4300-10000-5200000-95 SUMMER TUTOR - BENEFITS	230.00	0.00	52.11	177.89	77.34%	0.00
Subtotal Special Education	\$1,177,027.25	\$83,903.47	\$977,772.97	\$199,254.28	16.80%	\$1,413.71

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Account Number / Description	Adopted Budget	Current Period		Reported Period		Bal Remg	Percent Remaining		Encumbrances		
		7/1/2017 - 6/30/2018	5/1/2018 - 5/31/2018	7/1/2017 - 5/31/2018	5/31/2018		7/1/2017 - 5/31/2018	5/31/2018			
Staff & Student Support											
342. 100-0000-21200-5101010-11 GUIDANCE SALARIES - HOLBROO	44,500.00	3,423.07		37,461.56		7,038.44	15.81%		0.00		
343. 100-0000-21200-5101010-12 GUIDANCE SALARIES - EDDINGTO	33,689.00	2,591.46		28,467.60		5,221.40	15.49%		0.00		
344. 100-0000-21200-5101010-13 GUIDANCE SALARIES - HOLDEN	33,689.00	2,591.47		28,467.61		5,221.39	15.49%		0.00		
345. 100-0000-21200-5201000-11 GUIDANCE BENEFITS - HOLBROO	2,500.00	0.00		0.00		2,500.00	100.00%		0.00		
346. 100-0000-21200-5201010-12 GUIDANCE - HEATH BENEFITS - E	3,884.00	323.67		3,560.67		323.33	8.32%		0.00		
347. 100-0000-21200-5201010-13 GUIDANCE - HEALTH BENEFITS - H	3,884.00	323.73		3,560.73		323.27	8.32%		0.00		
348. 100-0000-21200-5201015-11 GUIDANCE - DENTAL BENEFITS - H	335.00	27.92		296.43		38.57	11.51%		0.00		
349. 100-0000-21200-5201015-12 GUIDANCE - DENTAL BENEFITS - E	168.00	13.96		153.56		14.44	8.59%		0.00		
350. 100-0000-21200-5201015-13 GUIDANCE - DENTAL BENEFITS - H	168.00	13.96		153.56		14.44	8.59%		0.00		
351. 100-0000-21200-5201020-11 GUIDANCE - MCR - HOLBROOK	645.00	49.64		566.67		78.33	12.14%		0.00		
352. 100-0000-21200-5201020-12 GUIDANCE - MCR - EDDINGTON	488.00	37.06		425.87		62.13	12.73%		0.00		
353. 100-0000-21200-5201020-13 GUIDANCE - MCR - HOLDEN	488.00	37.06		425.84		62.16	12.73%		0.00		
354. 100-0000-21200-5201040-11 GUIDANCE - UNEMPLOYMENT- HO	120.00	0.00		59.65		60.35	50.29%		0.00		
355. 100-0000-21200-5201040-12 GUIDANCE - UNEMPLOYMENT - E	60.00	0.00		29.92		30.08	50.13%		0.00		
356. 100-0000-21200-5201040-13 GUIDANCE - UNEMPLOYMENT - H	60.00	0.00		29.90		30.10	50.16%		0.00		
357. 100-0000-21200-5201050-11 GUIDANCE - WORKERS COMP - HO	206.00	0.00		150.00		56.00	27.18%		0.00		
358. 100-0000-21200-5201050-12 GUIDANCE - WORKERS COMP - ED	155.00	0.00		115.00		40.00	25.80%		0.00		
359. 100-0000-21200-5201050-13 GUIDANCE - WORKERS COMP - HO	155.00	0.00		115.00		40.00	25.80%		0.00		
360. 100-0000-21200-5231010-11 RETIREMENT	1,495.00	135.90		1,551.39		(56.39)	(3.77)%		0.00		
361. 100-0000-21200-5231010-12 RETIREMENT	893.00	102.87		1,180.83		(287.83)	(32.23)%		0.00		
362. 100-0000-21200-5231010-13 RETIREMENT	893.00	102.89		1,180.82		(287.82)	(32.23)%		0.00		
363. 100-0000-21200-5610010-11 GUIDANCE SUPPLIES - HOLBROO	336.00	0.00		0.00		336.00	100.00%		0.00		
364. 100-0000-21200-5610010-12 GUIDANCE SUPPLIES - EDDINGTO	350.00	0.00		172.83		177.17	50.62%		0.00		
365. 100-0000-21200-5610010-13 GUIDANCE SUPPLIES - HOLDEN	350.00	0.00		278.05		71.95	20.55%		0.00		
366. 100-0000-21300-5101010-90 NURSING SALARIES	55,663.00	4,281.77		47,022.54		8,640.46	15.52%		0.00		
367. 100-0000-21300-5201010-90 NURSING - HEALTH BENEFITS - HO	7,769.00	647.40		7,121.40		647.60	8.33%		0.00		
368. 100-0000-21300-5201015-90 NURSING - DENTAL BENEFITS	335.00	27.92		307.12		27.88	8.32%		0.00		
369. 100-0000-21300-5201020-90 NURSING - MCR	807.00	61.05		701.42		105.58	13.08%		0.00		
370. 100-0000-21300-5201040-90 NURSING - UNEMPLOYMENT	120.00	0.00		59.64		60.36	50.30%		0.00		

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	7/1/2017 - 6/30/2018	5/1/2018 - 5/31/2018	5/1/2018 - 5/31/2018	7/1/2017 - 5/31/2018	7/1/2017 - 5/31/2018	7/1/2017 - 5/31/2018		7/1/2017 - 5/31/2018			
371. 100-0000-21300-5201050-90 NURSING - WORKERS COMP	257.00	0.00	0.00	175.00	82.00	31.90%	0.00				
372. 100-0000-21300-5231010-90 RETIREMENT	1,870.00	169.99	1,950.24	(80.24)	4,755.00	(4.29)%	0.00				
373. 100-0000-21300-5300053-90 HEALTH - OTHER PURCHASES	5,000.00	0.00	245.00	4,755.00	(40.00)	95.10%	0.00				
374. 100-0000-21300-5430010-90 NURSING EQUIPMENT REPAIR	100.00	0.00	140.00	(40.00)	2,679.81	(40.00)%	0.00				
375. 100-0000-21300-5600000-90 NURSING SUPPLIES	3,800.00	0.00	1,120.19	2,679.81	7,802.11	67.34%	120.53				
376. 100-0000-22100-5104000-90 CURRICULUM COORDINATOR SAL	40,425.00	2,803.58	32,622.89	7,802.11	447.75	19.30%	0.00				
377. 100-0000-22100-5201020-90 FICA/MEDICARE	905.00	39.18	457.25	447.75	554.60	49.47%	0.00				
378. 100-0000-22100-5201040-90 UC & WC	580.00	0.00	25.40	554.60	230.10	95.62%	0.00				
379. 100-0000-22100-5204000-90 CURRICULUM COORDINATOR BEN	280.00	4.50	49.90	230.10	(292.11)	82.17%	0.00				
380. 100-0000-22100-5204010-90 ADMINISTRATION - HEALTH	6,615.00	452.03	6,907.11	(292.11)	31.10	(4.41)%	0.00				
381. 100-0000-22100-5204015-90 ADMINISTRATION - DENTAL	134.00	9.20	102.90	31.10	69.16	23.20%	0.00				
382. 100-0000-22100-5234000-90 RETIREMENT CONTRIBUTIONS/ADMINI	1,359.00	110.79	1,289.84	69.16	350.00	5.08%	0.00				
383. 100-0000-22100-5330000-90 PROFESSIONAL EE TRAINING	350.00	0.00	0.00	350.00	1,678.56	100.00%	0.00				
384. 100-0000-22100-5580000-90 STAFF TRAVEL	1,800.00	0.00	121.44	1,678.56	349.55	93.25%	0.00				
385. 100-0000-22100-5600010-90 OFFICE SUPPLIES - CURR.	500.00	0.00	150.45	349.55	100.00	40.00%	149.55				
386. 100-0000-22100-5810000-90 DUES & FEES	250.00	0.00	150.00	100.00	8,825.55	40.00%	0.00				
387. 100-0000-22200-5102000-11 LIBRARY AIDE WAGES	17,168.00	913.50	8,342.45	8,825.55	604.40	51.40%	0.00				
388. 100-0000-22200-5202010-11 LIBRARY AIDE HEALTH	7,659.00	776.88	7,054.60	604.40	218.54	7.89%	0.00				
389. 100-0000-22200-5202020-11 LIBRARY AIDE - FICA/MEDICARE	335.00	12.76	116.46	218.54	90.02	65.23%	0.00				
390. 100-0000-22200-5202040-11 LIBRARY AIDE - UNEMPLOYMENT	120.00	4.39	29.98	90.02	(23.00)	75.01%	0.00				
391. 100-0000-22200-5202050-11 LIBRARY AIDE - WORKERS COMP	77.00	0.00	100.00	(23.00)	(331.15)	(29.87)%	0.00				
392. 100-0000-22200-5232000-11 ED TECH - RETIREMENT	0.00	36.26	331.15	(331.15)	4,512.90	---	0.00				
393. 100-0000-22200-5640000-11 LIBRARY BOOKS - HOLBROOK	6,290.00	0.00	1,777.10	4,512.90	580.00	59.36%	778.58				
394. 100-0000-22200-5735000-11 TECHNOLOGY SOFTWARE	1,150.00	0.00	570.00	580.00	5,079.64	50.43%	0.00				
395. 100-0000-22300-5104000-90 TECHNOLOGY COORDINATOR SAL	69,426.00	5,364.60	64,346.36	5,079.64	431.85	7.31%	0.00				
396. 100-0000-22300-5204000-90 TECHNOLOGY COOR. - BENEFITS	700.00	9.66	268.15	431.85	1,116.02	61.69%	0.00				
397. 100-0000-22300-5204010-90 TECHNOLOGY COOR. - HEALTH	13,394.00	1,116.18	12,277.98	1,116.02	27.88	8.33%	0.00				
398. 100-0000-22300-5204015-90 TECHNOLOGY COOR. - DENTAL	335.00	27.92	307.12	27.88	540.50	8.32%	0.00				
399. 100-0000-22300-5204020-90 TECHNOLOGY COOR. - OASD/IMC	5,311.00	396.54	4,770.50	540.50	60.00	10.17%	0.00				
400. 100-0000-22300-5204040-90 TECHNOLOGY COOR. - UNEMPLOYMEN	120.00	0.00	60.00	60.00		50.00%	0.00				

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401. 100-0000-22300-5204050-90 TECHNOLOGY COOR. - WORKERS C	310.00	0.00	225.00	85.00	27.41%	0.00
402. 100-0000-22300-5234000-90 TECHNOLOGY COOR. - RETIREMEN	2,083.00	160.22	1,922.64	160.36	7.69%	0.00
403. 100-0000-22300-5330000-90 TECHNOLOGY COOR. - EE TRAININ	2,500.00	0.00	0.00	2,500.00	100.00%	0.00
404. 100-0000-22300-5610000-11 TECHNOLOGY SUPPLIES - HOLBROO	4,030.00	0.00	2,604.80	1,425.20	29.76%	225.74
405. 100-0000-22300-5610000-12 TECHNOLOGY SUPPLIES - EDDINGTO	2,535.00	0.00	1,421.90	1,113.10	35.76%	206.49
406. 100-0000-22300-5610000-13 TECHNOLOGY SUPPLIES - HOLDE	2,490.00	0.00	1,443.69	1,046.31	34.60%	184.67
407. 100-0000-22300-5611010-12 TECHNOLOGY HARDWARE - EDDIN	0.00	0.00	0.00	0.00	---	718.05
408. 100-0000-22300-5650000-11 TECHNOLOGY TEACHING SOFTWARE	5,980.00	693.42	5,219.92	760.08	12.71%	0.00
409. 100-0000-22300-5650000-12 TECHNOLOGY TEACHING SOFTWARE	2,020.00	0.00	1,354.30	665.70	32.95%	0.00
410. 100-0000-22300-5650000-13 TECHNOLOGY TEACHING SOFTWARE	2,520.00	0.00	1,729.30	790.70	31.37%	0.00
411. 100-0000-22300-5650000-90 TECHNOLOGY OTHER - DISTRICT	22,360.00	662.51	17,857.62	4,502.38	12.38%	1,732.89
412. 100-0000-22300-5734000-11 TECHNOLOGY HARDWARE - HOLBR	11,101.00	0.00	11,086.73	14.27	0.12%	0.00
413. 100-0000-22300-5734000-12 TECHNOLOGY TEACHING HARDWAR	10,822.00	0.00	8,869.66	1,952.34	18.04%	0.00
414. 100-0000-22300-5734000-13 TECHNOLOGY TEACHING HARDWAR	13,011.00	0.00	14,194.94	(1,183.94)	(9.09)%	0.00
415. 100-0000-22400-5600000-90 ACADEMIC ASSESSMENT SUPPLIE	6,970.00	0.00	6,379.45	590.55	8.47%	0.00
Subtotal Staff & Student Spnt	\$469,247.00	\$28,556.91	\$383,785.02	\$85,461.98	17.33%	\$4,116.50

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Account Number / Description	Adopted Budget 7/1/2017 - 6/30/2018	Current Period 5/1/2018 - 5/31/2018	Reported Period 7/1/2017 - 5/31/2018	Bal Remg	Percent Remaining 7/1/2017 - 5/31/2018	Encumbrances 7/1/2017 - 5/31/2018
Subtotal Other Instruction						
416 100-9100-10000-5150000-11 CO-CURRICULAR STIPENDS - HOLBR	15,430.00	0.00	7,255.00	8,175.00	52.98%	0.00
417 100-9100-10000-5200000-11 CO-CURRICULAR STIPEND BENEFIT	912.00	0.00	138.62	773.38	84.80%	0.00
418 100-9100-10000-5230000-11 RETIREMENT	0.00	0.00	275.14	(275.14)	---	0.00
419 100-9100-10000-5250015-11 Dental	0.00	0.00	8.40	(8.40)	---	0.00
420 100-9200-10000-5154000-11 ATHLETIC DIRECTOR STIPEND	3,500.00	0.00	0.00	3,500.00	100.00%	0.00
421 100-9200-10000-5154010-11 COACHING STIPEND - HOLBROOK	23,925.00	1,980.00	25,080.00	(1,155.00)	(4.82)%	0.00
422 100-9200-10000-5200000-11 COACHING STIPENDS - BENEFITS	1,830.00	94.82	969.16	860.84	47.04%	0.00
423 100-9200-10000-5204010-11 ADMINISTRATION - HEALTH	0.00	136.61	1,478.25	(1,478.25)	---	0.00
424 100-9200-10000-5234010-11 Retirement	0.00	39.30	602.70	(602.70)	---	0.00
425 100-9200-10000-5254010-11 BENEFITS	0.00	0.00	9.26	(9.26)	---	0.00
426 100-9200-10000-5254015-11 DENTAL	0.00	5.89	11.99	(11.99)	---	0.00
427 100-9200-10000-5500000-11 DUES & FEES	9,363.00	0.00	5,136.00	4,227.00	45.14%	0.00
428 100-9200-10000-5600000-11 ATHLETIC SUPPLIES	2,250.00	448.60	1,717.39	532.61	23.67%	0.00
Subtotal Other Instrn	\$57,210.00	\$2,705.22	\$42,681.91	\$14,528.09	25.39%	\$0.00

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Account Number / Description	Adopted Budget 7/1/2017 - 6/30/2018	Current Period 5/1/2018 - 5/31/2018	Reported Period 7/1/2017 - 5/31/2018	Bal Remg	Percent Remaining		Encumbrances	
					7/1/2017 - 5/31/2018	7/1/2017 - 5/31/2018	7/1/2017 - 5/31/2018	7/1/2017 - 5/31/2018
Facilities								
429 100-0000-26000-5430010-11 CONTRACTED SERVICES & REPAIR	40,000.00	262.03	35,384.80	4,615.20	(1.12)%		5,066.33	
430 100-0000-26000-5430010-12 CONTRACTED SERVICES & REPAIR	35,000.00	2,436.01	24,859.63	10,140.37	(53.54)%		28,879.41	
431 100-0000-26000-5430010-13 CONTRACTED SERVICES & REPAIR	32,000.00	1,515.78	19,071.71	12,928.29	27.69%		4,065.50	
432 100-0000-26000-5431020-11 SNOW REMOVAL - HOLBROOK	4,300.00	0.00	5,080.00	(780.00)	(18.13)%		0.00	
433 100-0000-26000-5431020-12 SNOW REMOVAL - EDDINGTON	4,300.00	0.00	5,080.00	(780.00)	(18.13)%		0.00	
434 100-0000-26000-5431020-13 SNOW REMOVAL - HOLDEN	4,300.00	0.00	4,330.00	(30.00)	(0.69)%		0.00	
435 100-0000-26000-5431025-11 TRASH REMOVAL - HOLBROOK	4,185.00	0.00	4,245.00	(60.00)	(1.43)%		0.00	
436 100-0000-26000-5431025-12 TRASH REMOVAL - EDDINGTON	2,750.00	0.00	2,750.00	0.00	0.00%		0.00	
437 100-0000-26000-5431025-13 TRASH REMOVAL - HOLDEN	2,750.00	0.00	2,750.00	0.00	0.00%		0.00	
438 100-0000-26001-5118000-90 Maint Dir Wages	31,104.00	2,392.58	28,710.96	2,393.04	7.69%		0.00	
439 100-0000-26001-5208000-90 OTHER EE BENEFITS	8,495.00	316.60	2,635.33	5,859.67	68.97%		0.00	
440 100-0000-26001-5208010-90 REGULAR E/E - HEALTH	0.00	323.70	3,560.70	(3,560.70)	---		0.00	
441 100-0000-26001-5218015-90 Dental	0.00	13.96	153.56	(153.56)	---		0.00	
442 100-0000-26001-5238000-90 RETIREMENT CONT./REGULAR E/	0.00	71.78	861.36	(861.36)	---		0.00	
443 100-0000-26100-5118020-11 CUSTODIAL WAGES - HOLBROOK	100,092.00	7,203.80	86,135.52	13,956.48	13.94%		0.00	
444 100-0000-26100-5118020-12 CUSTODIAL WAGES - EDDINGTON	59,720.00	4,290.38	51,752.54	7,967.46	13.34%		0.00	
445 100-0000-26100-5118020-13 CUSTODIAL WAGES - HOLDEN	66,410.00	3,960.00	49,780.34	16,629.66	25.04%		0.00	
446 100-0000-26100-5208010-11 CUSTODIAL HEALTH - HOLBROOK	16,538.00	1,942.20	16,557.90	(19.90)	(0.12)%		0.00	
447 100-0000-26100-5208010-12 CUSTODIAL HEALTH - EDDINGTO	15,538.00	1,253.23	13,920.58	1,617.42	10.40%		0.00	
448 100-0000-26100-5208010-13 CUSTODIAL HEALTH - HOLDEN	15,538.00	1,293.92	13,527.51	2,010.49	12.93%		0.00	
449 100-0000-26100-5208015-11 CUSTODIAL DENTAL - HOLBROOK	1,005.00	0.00	0.00	1,005.00	100.00%		0.00	
450 100-0000-26100-5208015-12 CUSTODIAL DENTAL - EDDINGTO	670.00	0.00	0.00	670.00	100.00%		0.00	
451 100-0000-26100-5208015-13 CUSTODIAL DENTAL - HOLDEN	670.00	0.00	0.00	670.00	100.00%		0.00	
452 100-0000-26100-5208020-11 CUSTODIAL OASDI/MCR - HOLBROO	7,657.00	534.48	6,445.26	1,211.74	15.82%		0.00	
453 100-0000-26100-5208020-12 CUSTODIAL OASDI/MCR - EDDINGTO	4,569.00	320.15	3,869.20	699.80	15.31%		0.00	
454 100-0000-26100-5208020-13 CUSTODIAL OASDI/MCR - HOLDE	5,080.00	291.94	3,689.24	1,390.76	27.37%		0.00	
455 100-0000-26100-5208040-11 CUSTODIAL UNEMPLOYMENT - HO	420.00	22.06	220.88	199.12	47.40%		0.00	
456 100-0000-26100-5208040-12 CUSTODIAL UNEMPLOYMENT - ED	240.00	9.76	112.81	127.19	52.99%		0.00	
457 100-0000-26100-5208040-13 CUSTODIAL UNEMPLOYMENT - HO	240.00	19.08	130.28	109.72	45.71%		0.00	

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Account Number / Description	Adopted Budget		Current Period		Reported Period		Bal Remg	Percent Remaining		Encumbrances	
	7/1/2017 - 6/30/2018		5/1/2018 - 5/31/2018		7/1/2017 - 5/31/2018			7/1/2017 - 5/31/2018		7/1/2017 - 5/31/2018	
458 100-0000-26100-5208050-11 CUSTODIAL WORKERS COMP - HIO	5,501.00		0.00		5,501.00		0.00	0.00%		0.00	
459 100-0000-26100-5208050-12 CUSTODIAL WORKERS COMP - ED	3,658.00		0.00		3,658.00		0.00	0.00%		0.00	
460 100-0000-26100-5208050-13 CUSTODIAL WORKERS COMP - HIO	3,862.00		0.00		3,862.00		0.00	0.00%		0.00	
461 100-0000-26100-5218015-11 Dental	0.00		83.76		784.06		(784.06)	---		0.00	
462 100-0000-26100-5218015-12 Dental	0.00		54.05		600.30		(600.30)	---		0.00	
463 100-0000-26100-5218015-13 Dental	0.00		55.84		597.56		(597.56)	---		0.00	
464 100-0000-26100-5238000-11 CUSTODIAL RETIREMENT - HOLBROO	3,002.00		0.00		0.00		3,002.00	100.00%		0.00	
465 100-0000-26100-5238000-12 CUSTODIAL RETIREMENT - EDDINGT	1,792.00		0.00		0.00		1,792.00	100.00%		0.00	
466 100-0000-26100-5238000-13 CUSTODIAL RETIREMENT - HOLDE	1,992.00		0.00		0.00		1,992.00	100.00%		0.00	
467 100-0000-26100-5238020-11 retirement	0.00		144.82		2,017.86		(2,017.86)	---		0.00	
468 100-0000-26100-5238020-13 retirement	0.00		64.80		1,127.65		(1,127.65)	---		0.00	
469 100-0000-26100-5521000-11 BUILDING INSURANCE	16,000.00		0.00		17,593.00		(1,593.00)	(9.95)%		0.00	
470 100-0000-26100-5600000-11 CUSTODIAL SUPPLIES - HOLBROO	8,000.00		0.00		7,022.45		977.55	2.53%		775.00	
471 100-0000-26100-5600000-12 CUSTODIAL SUPPLIES - EDDINGTO	5,700.00		0.00		5,440.42		259.58	4.55%		0.00	
472 100-0000-26100-5600000-13 CUSTODIAL SUPPLIES - HOLDEN	5,300.00		161.48		5,267.12		32.88	0.62%		0.00	
473 100-0000-26100-5622000-11 ELECTRICITY - HOLBROOK	48,000.00		0.00		35,554.33		12,445.67	25.92%		0.00	
474 100-0000-26100-5622000-12 ELECTRICITY - EDDINGTON	29,500.00		1,664.16		20,572.88		8,927.12	30.26%		0.00	
475 100-0000-26100-5622000-13 ELECTRICITY - HOLDEN	28,000.00		2,003.37		21,831.33		6,168.67	22.03%		0.00	
476 100-0000-26100-5624024-11 HEATING OIL - HOLBROOK	38,500.00		3,614.17		36,481.95		2,018.05	5.24%		0.00	
477 100-0000-26100-5624024-12 HEATING OIL - EDDINGTON	22,000.00		3,304.58		24,906.65		(2,906.65)	(13.21)%		0.00	
478 100-0000-26100-5624024-13 HEATING OIL - HOLDEN	23,900.00		0.00		23,747.22		152.78	(3.99)%		1,106.62	
479 100-0000-26200-5430010-11 SPECIAL BUILDING REPAIRS - HOLB	500.00		3,560.00		4,559.20		(4,059.20)	(811.84)%		0.00	
480 100-0000-26200-5430010-12 SPECIAL BUILDING REPAIRS - EDDI	500.00		0.00		47.96		452.04	90.40%		0.00	
481 100-0000-26200-5430010-13 SPECIAL BUILDING REPAIRS - IIOLD	3,000.00		0.00		3,800.00		(800.00)	(26.66)%		0.00	
482 100-0000-26200-5430033-11 MAINTENANCE PROJECTS - HOLBRO	38,000.00		0.00		28,392.00		9,608.00	25.28%		0.00	
483 100-0000-26200-5430033-12 MAINTENANCE PROJECTS - EDDING	8,000.00		0.00		2,950.00		5,050.00	63.12%		0.00	
484 100-0000-26200-5430033-13 MAINTENANCE PROJECTS - HOLDE	0.00		0.00		9.68		(9.68)	---		0.00	
485 100-0000-26200-5600010-11 MAINTENANCE SUPPLIES - HOLBROO	7,900.00		164.11		5,189.88		2,710.12	11.30%		1,817.39	
486 100-0000-26200-5600010-12 MAINTENANCE SUPPLIES - EDDINGT	5,400.00		0.00		3,985.05		1,414.95	13.38%		692.18	
487 100-0000-26200-5600010-13 MAINTENANCE SUPPLIES - HOLDE	4,700.00		97.39		4,459.90		240.10	5.10%		0.00	

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Financial Statement

Account Number / Description	Adopted Budget 7/1/2017 - 6/30/2018	Current Period		Reported Period		Bal Remg	Percent Remaining		Encumbrances	
		5/1/2018 - 5/31/2018	5/31/2018	7/1/2017 - 5/31/2018	5/31/2018		7/1/2017 - 5/31/2018	5/31/2018	7/1/2017 - 5/31/2018	5/31/2018
488 100-0000-26200-5600012-11 SUPPLIES - ATHLETIC FIELDS - H10L	1,600.00	0.00		1,459.68		140.32	8.77%		0.00	
489 100-0000-26200-5605000-11 MAINT EQUIPMENT - HOLBROOK	2,900.00	0.00		1,723.50		276.50	13.82%		0.00	
490 100-0000-26200-5605000-12 MAINT EQUIPMENT - EDDINGTON	500.00	0.00		0.00		500.00	100.00%		0.00	
491 100-0000-26200-5605000-13 MAINT EQUIPMENT - HOLDEN	500.00	0.00		427.24		72.76	14.55%		0.00	
492 100-0000-26200-5626026-90 MAINTENANCE FUEL	500.00	0.00		301.89		198.11	39.62%		0.00	
Subtotal Facilities	\$781,378.00	\$-13,445.97		\$659,486.87		\$121,891.13	10.17%		\$-12,402.43	

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Financial Statement

Account Number / Description	Adopted Budget 7/1/2017 - 6/30/2018	Current Period 5/1/2018 - 5/31/2018	Reported Period 7/1/2017 - 5/31/2018	Bal Remg	Percent Remaining 7/1/2017 - 5/31/2018	Encumbrances 7/1/2017 - 5/31/2018
Transportation						
493 100-0000-27000-5118040-90 TRANSPORTATION - SALARIES & W	212,221.00	18,420.00	153,780.24	58,440.76	27.53%	0.00
494 100-0000-27000-5118050-90 TRANSPORTATION - MAINTENANC	45,516.00	2,971.22	38,606.07	6,909.93	15.18%	0.00
495 100-0000-27000-5202040-90 UNEMPLOYMENT	0.00	0.43	3.08	(3.08)	---	0.00
496 100-0000-27000-5208010-90 TRANSPORTATION - HEALTHI	56,383.00	5,427.11	40,113.96	16,269.04	28.85%	0.00
497 100-0000-27000-5208015-90 TRANSPORTATION - DENTAL	2,010.00	0.00	5.54	2,004.46	99.72%	0.00
498 100-0000-27000-5208030-90 TRANSPORTATION - OASDI/MCR	20,392.00	1,589.00	14,143.70	6,248.30	30.64%	0.00
499 100-0000-27000-5208040-90 TRANSPORTATION - UNEMPLOYEMEN	1,560.00	87.46	614.62	945.38	60.60%	0.00
500 100-0000-27000-5208050-90 TRANSPORTATION - WORKERS CO	20,193.00	0.00	18,103.00	2,090.00	10.35%	0.00
501 100-0000-27000-5218015-90 Dental	0.00	175.09	1,273.40	(1,273.40)	---	0.00
502 100-0000-27000-5238000-90 TRANSPORTATION - RETIREMENT	7,642.00	0.00	0.00	7,642.00	100.00%	0.00
503 100-0000-27000-5238040-90 RETIREMENT	0.00	84.73	890.14	(890.14)	---	0.00
504 100-0000-27000-5238050-90 RETIREMENT	0.00	160.04	1,792.31	(1,792.31)	---	0.00
505 100-0000-27000-5445000-90 LEASE OF GARAGE	28,936.00	0.00	28,936.00	0.00	0.00%	0.00
506 100-0000-27000-5445100-90 Utilities-Bus Garage	8,200.00	224.15	6,801.02	1,398.98	12.75%	352.70
507 100-0000-27000-5445200-90 Trash	0.00	0.00	230.68	(230.68)	---	0.00
508 100-0000-27000-5500000-90 OTHER PURCHASED TRANS. EXPENS	2,050.00	49.94	1,775.70	274.30	13.38%	0.00
509 100-0000-27000-5500010-90 PHYSICALS & RANDOM DRUG TES	4,013.50	175.00	1,470.00	2,543.50	46.70%	669.00
510 100-0000-27000-5520000-90 FLEET INSURANCE	9,000.00	0.00	8,120.00	880.00	9.77%	0.00
511 100-0000-27000-5532030-90 TELEPHONE - BUS GARAGE	1,600.00	0.00	1,109.05	490.95	(1.35)%	512.59
512 100-0000-27000-5626000-90 FLEET FUEL	80,000.00	6,013.32	54,047.83	25,952.17	32.44%	0.00
513 100-0000-27000-5670000-90 VEHICLE PARTS & SUPPLIES	57,500.00	399.28	38,656.48	18,843.52	13.37%	11,152.99
514 100-0000-27000-5831000-90 PURCHASE OF VEHICLES - PRINCIP	98,682.00	0.00	95,718.74	2,963.26	3.00%	0.00
515 100-0000-27000-5832000-90 PURCHASE OF VEHICLES - INTERES	3,000.00	0.00	1,003.60	1,996.40	66.54%	0.00
516 100-0000-27001-5118000-90 Trains Dir Wages	31,104.00	2,392.58	28,710.96	2,393.04	7.69%	0.00
517 100-0000-27001-5208000-90 OTHER EE BENEFITS	8,495.00	316.64	2,635.62	5,859.38	68.97%	0.00
518 100-0000-27001-5208010-90 REGULAR E/E - HEALTH	0.00	323.70	3,560.70	(3,560.70)	---	0.00
519 100-0000-27001-5218015-90 Dental	0.00	13.96	153.56	(153.56)	---	0.00
520 100-0000-27001-5238000-90 RETIREMENT CONT./REGULAR E/	0.00	71.78	861.36	(861.36)	---	0.00
521 100-0000-27500-5118000-90 S/E TRANSPORTATION - WAGES	48,000.00	5,234.43	44,505.09	3,494.91	7.28%	0.00

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Financial Statement

Account Number / Description	Adopted Budget 7/1/2017 - 6/30/2018	Current Period 5/1/2018 - 5/31/2018	Reported Period 7/1/2017 - 5/31/2018	Bal Remig	Percent Remaining 7/1/2017 - 5/31/2018	Encumbrances 7/1/2017 - 5/31/2018
522 100-0000-27500-5208000-90 S/E TRANSPORTATION - BENEFITS	4,605.00	362.59	3,201.76	1,403.24	30.47%	0.00
523 100-0000-27500-5208010-90 S/E TRANSPORTATION - HEALTH	16,538.00	1,079.00	11,679.97	4,858.03	29.37%	0.00
524 100-0000-27500-5218015-90 Dental	670.00	27.92	298.06	371.94	55.51%	0.00
525 100-0000-27500-5238000-90 S/E TRANSPORTATION - RETIREMEN	1,150.00	133.64	1,256.02	(106.02)	(9.21)%	0.00
Subtotal Transportation	\$769,460.50	\$45,733.01	\$604,058.26	\$165,402.24	19.84%	\$12,687.28

MSAD63**Financial Statement**

Account Number / Description	Adopted Budget 7/1/2017 - 6/30/2018	Current Period		Reported Period		Bal Remg	Percent Remaining		Encumbrances	
		5/1/2018 - 5/31/2018	5/31/2018	7/1/2017 - 5/31/2018	5/31/2018		7/1/2017 - 5/31/2018	5/31/2018	7/1/2017 - 5/31/2018	5/31/2018
-All Other-										
526 100-0000-00000-5900000-90 CONTINGENCY FUND	10,000.00	3,166.67	3,166.67	3,166.67	6,833.33	68.33%			0.00	
527 100-0000-31000-5910000-90 SCHOOL LUNCH APPROPRIATION	10,000.00	0.00	10,000.00	10,000.00	0.00	0.00%			0.00	
Subtotal All Other	\$20,000.00	\$3,166.67	\$13,166.67	\$13,166.67	\$6,833.33	34.16%			\$0.00	

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Financial Statement

Account Number / Description	Adopted Budget 7/1/2017 - 6/30/2018	Current Period		Reported Period		Bal Remg	Percent Remaining		Encumbrances	
		5/1/2018 - 5/31/2018	5/31/2018	7/1/2017 - 5/31/2018	5/31/2018		7/1/2017 - 5/31/2018	5/31/2018	7/1/2017 - 5/31/2018	5/31/2018
<u>Career & Technical Education</u>										
528 100-3000-100000-5564000-99 UTC- REGIONAL ASSESSMENT FO	163,255.00	13,604.57		149,650.27		13,604.73	0.00%		13,604.59	
Subtotal CTE	\$163,255.00	\$13,604.57		\$149,650.27		\$13,604.73	0.00%		\$13,604.59	
TOTAL ALL EXPENSES	\$9,818,654.76	\$864,459.60		\$7,972,365.27		\$1,846,289.49	17.95%		\$82,894.98	
NET REVENUE OVER EXPENSE	\$1,000.01	\$234,303.11		\$(-412,771.24)		\$413,771.25	(60.81)%		\$82,894.98	

MSAD63**Financial Statement**

Account Number / Description	Adopted Budget 7/1/2017 - 6/30/2018	Current Period 5/1/2018 - 5/31/2018	Reported Period 7/1/2017 - 5/31/2018	Bal Remg	Percent Remaining 7/1/2017 - 5/31/2018	Encumbrances 7/1/2017 - 5/31/2018
Adult Education						
529 150-0000-10000-4111400-91 ADULT EDUCATION - LOCAL ONL	(504.88)	(42.55)	(468.05)	(36.83)	7.29%	0.00
530 150-0000-10000-4111400-92 ADULT EDUCATION - LOCAL ONL	(1,152.08)	0.00	(970.90)	(181.18)	15.72%	0.00
531 150-0000-10000-4111400-93 ADULT EDUCATION - LOCAL ONLY	(1,902.75)	(160.35)	(1,763.85)	(138.90)	7.29%	0.00
532 150-6300-10000-5564000-40 UTC - REGIONAL ADULT ASSESSMEN	3,559.71	296.64	3,263.04	296.67	0.00%	296.67
Subtotal Adult Education	\$0.00	\$93.74	\$60.24	\$(60.24)	--	\$296.67

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Financial Statement

Account Number / Description	Adopted Budget 7/1/2017 - 6/30/2018	Current Period 5/1/2018 - 5/31/2018	Reported Period 7/1/2017 - 5/31/2018	Bal Remg	Percent Remaining 7/1/2017 - 5/31/2018	Encumbrances 7/1/2017 - 5/31/2018
<u>Transportation for Other Units</u>						
533. 100-0000-27000-5118040-20 DRIVER WAGES-DEDHAM	0.00	4,385.66	38,973.77	(38,973.77)	--	0.00
534. 100-0000-27000-5118040-21 DRIVER WAGES	0.00	304.20	3,067.32	(3,067.32)	--	0.00
535. 100-0000-27000-5118040-22 DRIVER WAGES	0.00	0.00	75.90	(75.90)	--	0.00
536. 100-0000-27000-5118040-23 DRIVER WAGES	0.00	118.30	832.05	(832.05)	--	0.00
537. 100-0000-27000-5201050-20 WORKERS'COMP INSURANCE	0.00	0.00	180.00	(180.00)	--	0.00
538. 100-0000-27000-5202040-20 UNEMPLOYMENT	0.00	77.36	676.77	(676.77)	--	0.00
539. 100-0000-27000-5203040-21 UNEMPLOYMENT	0.00	4.41	43.74	(43.74)	--	0.00
540. 100-0000-27000-5202040-23 UNEMPLOYMENT	0.00	0.59	3.05	(3.05)	--	0.00
541. 100-0000-27000-5208010-20 REGULAR E/E - HEALTH (DEDHAM	0.00	647.40	2,661.22	(2,661.22)	--	0.00
542. 100-0000-27000-5208010-21 REGULAR E/E - HEALTH	0.00	0.00	68.56	(68.56)	--	0.00
543. 100-0000-27000-5208020-20 REGULAR E/E - OASDI/MCR (D)	0.00	263.69	2,351.91	(2,351.91)	--	0.00
544. 100-0000-27000-5208020-21 REGULAR E/E - OASDI/MCR	0.00	20.38	196.70	(196.70)	--	0.00
545. 100-0000-27000-5208020-22 REGULAR E/E - OASDI/MCR (A)	0.00	0.00	4.70	(4.70)	--	0.00
546. 100-0000-27000-5218010-22 FICA/MEDI	0.00	0.00	1.10	(1.10)	--	0.00
547. 100-0000-27000-5218015-20 Denial	0.00	27.92	253.66	(253.66)	--	0.00
548. 100-0000-27000-5218015-21 Denial	0.00	0.00	1.02	(1.02)	--	0.00
549. 100-0000-27000-5218020-23 FICA/MEDI	0.00	9.04	63.33	(63.33)	--	0.00
550. 100-0000-27000-5238040-20 RETIREMENT	0.00	61.71	217.23	(217.23)	--	0.00
551. 100-1000-27000-5118040-90 DRIVER WAGES	0.00	0.00	426.31	(426.31)	--	0.00
552. 100-1000-27000-5203040-90 UNEMPLOYMENT	0.00	0.00	0.96	(0.96)	--	0.00
553. 100-1000-27000-5208010-90 REGULAR E/E - HEALTH	0.00	0.00	94.15	(94.15)	--	0.00
554. 100-1000-27000-5218020-90 FICA/MEDI	0.00	0.00	26.85	(26.85)	--	0.00
555. 100-1000-27000-5238040-90 RETIREMENT	0.00	0.00	5.98	(5.98)	--	0.00
Sub Total Trans to Other Units	\$0.00	\$5,920.66	\$50,226.28	\$(50,226.28)	--	\$0.00

MSAD63

Income Statement Hot Lunch

Report # 21191

Statement Code: hot lunch

Account Number / Description	Current Period	Reported Period	Encumbrances
	5/1/2018 - 5/31/2018	7/1/2017 - 5/31/2018	7/1/2017 - 5/31/2018
00000 OVERHEAD			
600-0000-00000-4162100-95 A La Carte Sales	0.00	(973.50)	0.00
TOTAL 00000 OVERHEAD	\$0.00	\$ (973.50)	\$0.00
10000 REGULAR INSTRUCTION			
600-0000-10000-4161000-95 SCHOOL LUNCH - DAILY CASH SALES	(4,108.83)	(80,742.77)	0.00
600-0000-10000-4325000-95 HOT LUNCH - STATE SUBSIDY	(14,424.86)	(91,135.90)	0.00
600-0000-10000-4455000-95 SCHOOL LUNCH REVENUES	0.00	(10,040.00)	0.00
TOTAL 10000 REGULAR INSTRUCTION	\$ (18,533.69)	\$ (181,918.67)	\$0.00
31000 FOOD SERVICE OPERATIONS			
600-0000-31000-5118000-95 HOT LUNCH - WAGES	6,480.51	60,725.26	0.00
600-0000-31000-5202040-95 UNEMPLOYMENT	31.26	229.25	0.00
600-0000-31000-5208000-95 HOT LUNCH - BENEFITS	0.00	664.50	0.00
600-0000-31000-5208010-95 REGULAR E/E - HEALTH	2,113.27	9,816.36	0.00
600-0000-31000-5208020-95 REGULAR E/E - OASDI/MCR	90.60	863.22	0.00
600-0000-31000-5218000-95 FICA/MEDI	387.36	3,658.16	0.00
600-0000-31000-5218015-95 Dental	91.13	652.69	0.00
600-0000-31000-5600020-95 SCHOOL LUNCH EQUIPMENT	0.00	4,756.54	0.00
600-0000-31000-5630000-95 HOT LUNCH - FOOD PURCHASES	11,338.54	94,571.34	0.00
600-0000-31000-5630030-95 SNACK	12.98	93.99	0.00
600-0000-31000-5631000-95 HOT LUNCH - NON - FOOD PURCHASE	444.84	11,766.62	25.00
600-0000-31000-5890000-95 Repairs	0.00	1,408.52	490.10
TOTAL 31000 FOOD SERVICE OPERATIONS	\$20,990.49	\$189,206.45	\$515.10
31200 A LA CARTE			
600-0000-31200-5630000-95 A LA CARTE FOOD	0.00	232.75	0.00
TOTAL 31200 A LA CARTE	\$0.00	\$232.75	\$0.00
GRAND TOTAL	\$2,456.80	\$6,547.03	\$515.10

Pertussis report 6-7-18

May 23rd

First confirmed case of pertussis at Holden School. Student is out of school and being treated. Following School reach sent out that day.

Contacted Vicki Rae of the Maine CDC, She was pleased with the school's quick response. No other action is necessary.

Dear Parents/Guardians:

Your child may have been exposed to pertussis (whooping cough). RSU 63 has had a student diagnosed with pertussis this week. Pertussis is an infection that affects the airways, and it can easily spread from person to person by coughing or sneezing. Pertussis can cause a severe cough that lasts for weeks or months, sometimes leading to coughing fits and/or vomiting. Anyone can get pertussis, but it can be very dangerous for babies and people with weakened immune systems. Family members with pertussis, especially siblings and parents, can spread pertussis to babies. Please see the recommendations below. If you have any questions, please contact your health care provider. You can also email our school nurse, Dawna Bickford at dbickford@rsu63.org.

Susan M. Smith, RSU 63 Superintendent

Recommendations:

1. If your child has a cough:
 - Keep your child home from school and activities, such as sports or play groups. See items 4 and 5 about when your child can return to these activities.
 - Make an appointment with your child's doctor as soon as possible and tell the doctor that your child may have been exposed to pertussis.
2. If your child has a weakened immune system, ask your child's doctor to prescribe antibiotics to your child as soon as possible to prevent pertussis. Doctors should give antibiotics to a child with a weakened immune system if they may have been exposed to pertussis, even if he or she is not coughing.
3. If your child lives with any of the following people, ask your child's doctor to prescribe antibiotics as soon as possible to your child, even if he or she is not coughing:
 - A woman who is pregnant
 - A baby younger than 12 months old
 - Anyone with a weakened immune system
4. If your child has been diagnosed with pertussis by his or her doctor:
 - Tell the school that a doctor diagnosed your child with pertussis.
 - School officials may request that you keep your child home from school and activities, such as sports or play groups, until your child has been on antibiotics for five days to treat pertussis.
 - Ask your child's doctor for a note that states your child has pertussis.
5. If your child's doctor says your child does NOT have pertussis:
 - Ask for a note from the doctor telling the school that your child's cough is NOT pertussis and that your child can return to school and other activities at any time.

Please make sure your family's vaccinations are up-to-date. Protection against pertussis from the childhood vaccine, DTaP, decreases over time. Older children and adults, including pregnant women, should get a pertussis booster shot called "Tdap" to help protect themselves and babies near or around them. If you need Tdap, contact your Healthcare Provider.

May 24, 25, 26th

Responded to several parent calls and emails asking for more information/advice regarding their students.

May 31

We have had several children with coughs tested for pertussis and so far they have all been negative. The child that everyone assumed had it (not immunized) also has tested negative. Spoke again with Maine CDC.

June 6

One more confirmed case of pertussis in Holden. Maine CDC advised that it doesn't warrant any more action on our part.

We also have a parent that has been confirmed positive and the whole family is being treated.



OAK POINT
ASSOCIATES

architecture
engineering
planning

March 14, 2018

Ms. Susan M. Smith, Superintendent
Regional School Unit # 63
202 Kidder Hill Road
Holden, ME 04429

Re: Long-Term School Building Comparison

Dear Ms. Smith:

Oak Point Associates is pleased to provide this updated proposal to provide cost benefit analysis services for Regional School Unit #63. We are excited about the possibility of continuing to assist RSU #63 with developing long term facilities goals.

Project Understanding

We understand that the project is a 20-year anticipated cost evaluation of several alternative reconfigurations of RSU #63 district facilities. The evaluation is expected to cover not only the physical costs of renovations/additions/new construction across the district, but also maintenance, utility and technology infrastructure costs. The District also desires assistance in projecting the cost of personnel and transportation assets. Five comparative cost options are included in this report: Expand Holbrook; maintain Holbrook and Eddington; Maintain Holbrook and Holden; construct a new consolidated school; and to keep all three existing schools.

Scope of Services

During the planning and evaluation process, channels of communication will be established to identify needs and expectations to be addressed by the study. Through this collaborative approach, priorities for the planning and budgeting process can be set. The RSU #63 administration and Oak Point Associates' architecture and engineering design team will work together within a team-centered integrated design approach. To meet the project goals, we have developed the following scope of work based on our understanding of the project:

- Review the most recent enrollment data for the district to confirm space needs at the three facilities.
- Update space allocation workbooks developed through the previous study. One space workbook will be completed for each of the five options noted above.
- Develop project budgets for each of the five options. Budgets will include full project estimates including construction costs, administrative reserves and professional services.
 - Base renovation costs will be developed from the previous facilities study
 - New construction costs will be estimated using square foot costs
 - Working with the district, assumptions will be made for moveable equipment, land costs, legal fees and bond costs.

- OPA will develop a summary of professional costs utilizing the Bureau of General Services standard fee guideline. Estimates for subcontractor costs such as hazardous materials investigations and geotechnical engineering will be included.
- An option comparison matrix will be developed that provides a comparison chart for details of each of the alternatives compared. This will provide a one-page summary suitable for discussions at future meetings and with members of the public.
- Develop preliminary design and construction timelines for the individual projects based on the options of either a June or November referendum
- Attend coordination and review meetings with the New Building Committee (three meetings assumed)
- Present findings to the RSU #63 Board of Directors (one meeting assumed)

Exclusions: Concept floor plans, renderings, hazardous materials investigations, and geotechnical engineering.

Deliverables

All work conducted will be summarized in a report format. Five (5) bound copies of the report will be provided, in addition to an Adobe PDF copy of the report on CD.

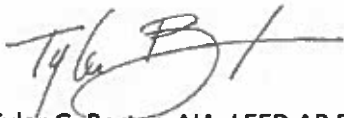
Fee:

The following fee represents our understanding of the project and scope of work described above. The proposed fee for these services is Fourteen Thousand Five Hundred Dollars (\$14,500.00). If it satisfactorily sets forth your understanding of the arrangement between us, please sign in the space provided below, and return a copy to us.

Additional services outside of the scope of work described above and reimbursables will be billed per the included Hourly Rate Sheet. The work described above will be subject to the enclosed Standard Terms and Conditions.

Please contact me if there are any questions or comments. We look forward to continuing the work on this exciting project.

Sincerely,



Tyler G. Barter, AIA, LEED AP BD+C
Senior Architect

Acceptance Date: _____

By: _____

Enclosures:

Standard Terms and Conditions
Rate Sheet

DRAFT

Certification of Referendum Results

Motion:

“It is moved that the Computation and Declaration of Votes dated and attached here to and it is hereby approved (attachment A). Furthermore, that the Computation and Declaration of Votes be entered upon the records of the District. Furthermore, that a certified copy of the Computation and Declaration of Votes be sent to each of the municipal clerks within the District.”

**RSU 63
SCHOOL BOARD MEETING SCHEDULE
2018-2019**

DATE	TIME	LOCATION
Monday, August 27, 2018	6:30pm	Holbrook Middle School
Monday, September 24, 2018	6:30pm	Holden Elementary School
Monday, October 22, 2018	6:30pm	Eddington Elementary School
Monday, November 26, 2017	6:30pm	Holbrook Middle School
Monday, December 17, 2017 (if needed)	6:30pm	Holden Elementary School
Monday, January 28, 2018	6:30pm	Eddington Elementary School
Monday, February 25, 2018	6:30pm	Holbrook Middle School
Monday, March 25, 2018	6:30pm	Holden Elementary School
Monday, April 22, 2018	6:30pm	Eddington Elementary School
Monday, May 20, 2018	6:30pm	Holbrook Middle School
Monday, June 17, 2018	6:30pm	Holden Elementary School

Approved:

State of Maine replacement reimbursement program

Type C - 10 Years old 125,000 miles

Qualifies

Type D - 14 Years old and 240,000 miles

Vans 7 - Years old 100,00 miles and must purchase a bus

Approved

Daily	BUS	Vehicle	Vehicle			5/2/18	
Runs	Type	#	Cap.	Year	Make & Model	Mileage	
*	C	1	77	2018	Vision/Blue Bird	22,531	
*	C	2	66	2018	Vision/Blue Bird	15,530	
*	C	3	77	2013	INT/Intergrated	50,577	
	D	9	84	1999	GMC/Blue Bird	230,720	
	D	11	84	2001	GMC/Blue Bird	238,879	Out of Service
*	C	19	72	2008	Vision/Blue Bird	169,844	
*	Van	25	7 Van	2007	Dodge Caravan	141,068	
*	Van	26	7 Van	2006	Dodge Caravan	235,486	Approved
*	C	27	66	2016	Vision/Blue Bird	50,293	
*	C	28	77	2014	Vision/Blue Bird	86,150	
*	D	29	84	2012	Blue Bird	120,224	
*	C	32	77	2007	Vision/Blue Bird	171,886	
*	C	33	77	2005	Vision/Blue Bird	206,446	
	D	34	84	2003	Blue Bird	161,437	Insurance/Approved
*	Van	36	7 van	2011	Dodge Caravan	160,950	
	Service/ Plow Truck			2002	Chevy Truck	79,680	

Bus 2 & 27 have wheel chair lifts

BUS #34

Model:GMC/Year:2004

- Deemed totaled from accident by insurance appraiser, because of this it becomes automatically eligible for replacement through the state's bus replacement program as an emergency replacement.
- If we take ownership within the same year as the occurrence (FY18), reimbursement will begin immediately in the next year (FY19). (Based on current ED279, reimbursed @ 47.85%)
- If we do NOT take ownership before July 1, the bus is NO longer eligible for reimbursement.

Bus Purchase FY18

Cost of Bus	\$79,900
Less: Estimated Insurance	<u>\$10,000-\$15,000</u>
	\$69,900-\$64,900 (Eligible amount through bus replacement program)
Available (per warrant article) to finance	<u>\$48,000</u>
Article allowed up to \$30,000 Lease 10/2017 of \$41,897	
District would need to pay June 2018	\$21,900-\$16,900
Projected Balance in Transportation	+\$30,000 (Fuel & Benefits)



Gorham Savings Leasing Group
63 Marginal Way
Portland, Maine 04101

June 7, 2018

MSAD #63
202 Kidder Hill Road
Holden, Maine 04429
ATTN: Kelly Theriault, Business Manager

MUNICIPAL LEASE PURCHASE PROPOSAL

Lessee:	MSAD #63
Equipment:	2019 Blue Bird 77 passenger school bus
Vendor:	O'Connor
Cost of equipment:	\$79,900.00
Amount financed:	\$48,000.00
Lease term:	3 years
Interest rate:	3.40% fixed
No. of payments:	3 annual
Lease factor:	.3481
Payment schedule:	\$16,710.53 annually (see amortization)
Commencement date:	This lease shall commence on or about June 20, 2018.
First payment due:	The first payment of principal and interest shall be due and payable July 15, 2018.
Purchase option:	One dollar (\$1.00) at end of lease term.
Fee(s):	None
Prepayment:	There are no prepayment penalties.
Insurance:	Prior to delivery of the leased assets, Lessee at its sole cost and expense, will provide all-inclusive physical damage and liability insurance in the joint names of the Lessor and Lessee, in amounts satisfactory to Lessor.
Title (if required):	Lessee listed as owner and Lessor listed as lien holder.
Non-appropriation:	The lease will contain a non-appropriation clause.

MSAD #63-bus

Compound Period : Annual

Nominal Annual Rate : 4.200 %

CASH FLOW DATA

Event	Date	Amount	Number	Period	End Date
1 Lease	06/20/2018	48,000.00	1		
2 Lease Payment	07/15/2018	16,710.53	3	Annual	07/15/2020

AMORTIZATION SCHEDULE - Normal Amortization

Date	Lease Payment	Interest	Principal	Balance
Lease 06/20/2018				48,000.00
1 07/15/2018	16,710.53	138.08	16,572.45	31,427.55
2018 Totals	16,710.53	138.08	16,572.45	
2 07/15/2019	16,710.53	1,319.96	15,390.57	16,036.98
2019 Totals	16,710.53	1,319.96	15,390.57	
3 07/15/2020	16,710.53	673.55	16,036.98	0.00
2020 Totals	16,710.53	673.55	16,036.98	
Grand Totals	50,131.59	2,131.59	48,000.00	



Customer Quotation

Prepared For:
MAINE S.A.D. #63
RR BOX 1A
EAST HOLDEN, ME 04429

Prepared By :
[Name]
[(999)555-9999]
[myemail@mydomain.com]

Quote Number:
341117

Quote Date:
5/11/2018

Customer Order No:
rsu63-051-18

Model Profile: Minotour DRW 051MS

Product Type: School Transportation
Year: 2018
Chassis Model: TG33803
Chassis MFG: GMC
GVWR: GVWR
Passenger Capacity: 30
Headroom: 73
Wheelbase: 159
Brake Type: HYDRAULIC
Engine Type: GM V8 GASOLINE, 8 Cyl, 342 HP, 5400 RPM
Fuel Type: GASOLINE
Fuel Tank Capacity: 33
Transmission Type: AUTOMATIC
Axle, Front: 4600-lb Capacity
Axle, Rear: 9600-lb Capacity
Tires, Front: LT225/75R16E
Tires, Rear: LT225/75R16E
Suspension Front:
Suspension Rear :

Total for 1 complete unit(s): \$54,967.00 AS SPEC'D WITH
TWO PRE K SEATS LEFT AND RIGHT SIDES, REI 2 HEAD VIDEO
SURVEILLANCE INSTALLED

Includes the Following Equipment:

BODY

CERTIFICATION/SAFETY

- 1 [B202001000] FIRE EXTINGUISHER - 5 LB.
- 1 [B209006000] REFLECTORIZED TRIANGLES-(3) ON DRIVER'S COMPARTMENT FLOOR
- 1 [B281300000] INTERIOR REAR SURVEILLANCE MIRROR
- 1 [B583175000] LABEL - U.S. CERTIFICATION

DOORS

- 1 [B518502000] VANDALOCK - REAR EMERGENCY DOOR WITH INTERLOCK & BARREL BOLT
- 1 [B521004000] STRAP HINGES REAR EMERGENCY DOOR

ELECTRICAL - BODY

- 1 [B216008000] DEFROSTER FAN-MOUNTED ON ENTRANCE DOOR CONTROL BASE
- 1 [B302004000] BREAKERS - MANUAL RESET
- 1 [B328003000] INTERIOR EMERGENCY DOOR LIGHT - LOCATED OVER RR EMERG. DR
- 1 [B329002000] STEP LIGHT SWITCH (IGNITION ON)

HVAC

- 1 [B411321000] HEATER SHUT-OFF VALVES - 1ST WINDOW SECTION,LS

INTERIOR

- 1 [B533101000] POLYESTER INSULATION - RAFTER CAVITIES

MISC

- 1 [A200100000] PDI IDENTIFIER-DEALER PERFORMED
- 1 [TB-001-384] MINOTOUR DRW

PAINT/LETTERING

- 1 [A000000058] DECAL-UNITED AUTO WORKERS

- 1 [B148004000] ARROW-EXT REAR EMER DR BLACK
- 1 [B583178000] DECAL - TRADEMARK LOGO - MINOTOUR
- 1 [D506747001] PAINT-EXT BUMPER REAR BLACK

SEATS

- 1 [B214501000] SEAT BELT CUTTER - TIE TECH
- 2 [B660019121] SPANISH GRAY UPHOLSTERY-45"HIGH RECESSED BARRIER

WINDOWS/GLASS

- 1 [B132400000] STANDARD SASH MILL FINISH
- 1 [B700900003] WINDOW STOPS (12")

CHASSIS

WHEELS AND TIRES

- 1 [A000000124] TIRE- SPARE NONE

DEALER ADD On's

EQUIPMENT

- 1 REI S.D. 40 2 HEAD WITH PANIC BUTTON INSTALLED
- 1 SAFETY EQUIPMENT,STICKER,LETTERING,WASTSE BASKET

Meets all FMVSS requirements in effect at the time of manufacture.

Additional options you may want to consider:
[ADDITIONAL EQUIPMENT]

\$ [COST]

Terms and Conditions:
AT DELIVERY

Quote Expires: 30 DAYS
FROM 05/18/2018

HANDBOOK FOR OPERATION OF ACTIVITY ACCOUNTS

(Date)

RSU #63

DRAFT

INSTRUCTIONS FOR OPERATION OF ACTIVITY ACCOUNTS

INTRODUCTION

Activity Funds are agency funds. The School District acts only as a custodian for these funds and is responsible for receiving and disbursing monies at the request of authorized activity representatives who may include an activity president or treasurer, a faculty advisor, or school principal depending on the nature of the fund. The importance of sound accounting procedures for these funds is to document that the District acted within its authority as agent with regard to any transactions involving these funds. All accounting functions are designed to achieve maximum control over the safeguarding of assets and the accurate reporting of these funds, as well as to maintain and ensure proper use of the district's tax exempt status.

The following schools maintain interest bearing checking account(s):

- 1) Holbrook School
- 2) Holden School
- 3) Eddington School

It is important that the various class, club, and activity accounts be maintained with the highest degree of accuracy and reliability. During a school year, many thousands of dollars can be received and paid through its Activity Funds. The procedures outlined in this booklet are designed to provide a simple yet accurate accounting of these funds and to protect the integrity of the Principal, Treasurer and Business Manager.

Responsibility of Activity Representative, Principal and Business Manager.

Each activity representative, under the guidance of the school principal, shall deposit funds and request payments from the activity custodian in the prescribed fashion. It is the responsibility of the activity treasurer (i.e. principal/school secretary/organization treasurer) to maintain the books and records of the Activity Funds. Finally, it is the school principal's responsibility to insure that these regulations are followed.

In the case where dues are paid by each member of an activity (such as class dues), the activity treasurer must keep a year-to-year record of all students eligible to pay dues, with a cumulative record of such dues payments. Receipts for any dues collected must be issued to the payee (see Appendix I) and a copy of each receipt shall be kept on file by the activity treasurer in the activity file by year.

a small office, all bookkeeping and treasurer functions must be separated whenever possible. This means that bank accounts should not be opened in the name of the treasurer and, when possible, should not be reconciled by that individual.

Payments are to be made as follows:

1. Make a request for payment using the "Check Request Form"- Appendix III
2. The original and all copies with bills are to be submitted for payment. After a check has been issued, the copy with date of payment and check number inserted on the invoice is to be filed.
3. Payments to students or faculty members for reimbursement of personal funds expended for activity purposes are discouraged. Business should be conducted with accounts that deliver materials and issue a bill. Plan far enough in advance so that personal funds need not be used. Checks made out to cash are prohibited.
4. Payments to referees, umpires, and officials for sporting events shall be paid through the District's regular warrant process.

Once a month, all activity account balances must be reconciled. Account files should be kept up to date and available on request for examination by the principal, business administrator, superintendent, or auditors.

Bookkeeping Procedures

All cash is to be kept in a secure (locked) location.

The treasurer must be in compliance with the District's recommendations for management of these funds. Furthermore, the process should be consistent throughout all schools. The following will detail the required procedure:

- A. A Journal sheet must be kept for each club/activity/organization using the checking account. This Journal sheet will provide receipt and disbursement information for that activity.
- B. A Journal must be kept for Cash. Each transaction will require two (2) entries: one entry will appear for the club/activity/organization, and the other entry to cash.
- C. Each activity will be reconciled at the end of each month. One line on each Journal will be used to indicate the monthly totals. The end-of-the-month totals are then transcribed onto the Monthly Activity Account Report form and sent to the Business Office (and periodic review by the finance committee).

The following is an example of a monthly Activity report:

RSU # 63					
SCHOOL ACTIVITIES FUND					
REPORT OF ACTIVITIES					
FOR THE FISCAL YEAR ENDED JUNE 30, 2018					
Activity	Activity Balance July 1, 2017	Receipts	Disbursement s	Activity Balance June 30, 2018	
District Accounts					
Athletics	\$ -	\$1000.00	\$500.00	\$500.00	
Student Accounts					
Band	\$300.00	\$100.00	\$150.00	\$250.00	
Baseball	\$500.00	\$250.00	\$100.00	\$650.00	
Class of 2018	\$1,000.00	\$2,000.00	\$2,500.00	\$500.00	
Class of 2017	\$600.00	\$0.00	\$0.00	\$600.00	
Field Trips	\$1,500.00	\$0.00	\$1,000.00	\$500.00	
Student Council	\$3,000.00	\$1,000.00	\$1,500.00	\$2,500.00	
Yearbook	\$-1,500.00	\$3,500.00	\$2,200.00	\$-200.00	
Interest	-	\$100.00	\$100.00	-	
Totals	\$5,400.00	\$7,950.00	\$8,050.00	\$5,300.00	

Bank Reconciliations

All bank accounts shall be reconciled within fifteen days after the end off the month. The purpose of a bank reconciliation is to compare the bank balance with the activity's book balance and to resolve/explain any differences. Errors are often identified during this process, so timely reconciliations are necessary.

After all cash transactions (i.e., deposits and disbursements) for the period have been posted to the activity ledger, a bank reconciliation can be performed. Because of the need for an adequate segregation of duties for internal control purposes, employees directly responsible for cash collections or disbursements cannot prepare the bank reconciliations. There are many simple computer programs available, even for use on personal computers that can be purchased for reconciliations. Electronic reconciliations are preferred and recommended. If the reconciliation is still being performed manually, the following basic steps should be followed:

1. Obtain the monthly bank statement for each account.
2. Identify all checks that have been written to date. (This can easily be done assuming that all checks are disbursed in numerical order.)

Cash Balance - June 30, 20XX				\$9,500.00
Proof				
Balance in the District, LEDGER				
Per the Passbook date		\$9,500.00		
Add: Deposits in Transit		\$0.00		
Balance in the District, Checking Account				\$9,500.00
Per the Bank Statement date		\$9,600.00		
Add: Deposits in Transit		\$0.00		
Less: Outstanding Checks		\$100.00		
				\$9,500.00
Cash Balance - June 30, 20XX				\$9,500.00

RSU #63					
ACTIVITIES FUND					
REPORT OF ACTIVITIES					
FOR THE FISCAL YEAR ENDED JUNE 30, 20XX					
Listing of Deposits in Transit					
Date of Deposit	Date Cleared Bank		Description		Amount
			Total Deposits in Transit		
Listing of Outstandin g Checks					
Date of	Check				Check

DRAFT

APPENDIX II

NAME OF SCHOOL LOCAL DEPOSIT SLIP

Date: _____

Account#: _____

Class or Activity _____

	Bills:	
	Coins:	

Checks (List Separately):

Bank Number	Dollars	Cents

Total: _____

Activity Representative _____

Faculty Advisor _____

Received the above funds for deposit in
General Account at the _____ Bank.

Principal's Secretary _____

Date Deposited with _____ Bank

A - II-----

RSU #63

- a. NEPN/NSBA Code: EFC
- b. Title: Food Services Program
- c. Author: Superintendent/Budget & Finance Committee
- d. Replaces Policy: NEW
- e. Date Approved: RSU #63
- f. Previously Approved: 01/23/2017 08/28/2017
- g. Policy Expiration: Annual Review
- h. Responsible for Review: Superintendent/Budget & Finance Committee/
Policy Committee
- i. Date Reviewed: 06/05/2018 B&F Committee
05/01/2018 Policy Committee
05/01/2018 Superintendent
- j. References: Policies: EFCA-RSU #63 Free & Reduced-Price Meal Program
EFC-R1 – Administrative Procedures Relating to
RSU #63's Free & Reduced-Price Meal Program

k. Narrative:

Studies prove that children are more successful in school if they receive appropriate nutritional meals throughout the day. To that end, the RSU #63 (the District) participates in the National School Lunch Program (NSL) administered through the U.S. Department of Agriculture and overseen by the Maine Department of Education, Child Nutrition Services. Proper nutrition is essential for growing bodies and developing brains and assists students in reaching their full academic and physical potential. This policy is applicable to the RSU #63 Food Services Program.

- I. At the beginning of each school year, the ~~RSU #63~~ the District will provide the parent(s)/guardian(s) of district students written information describing the district's Food Service Program. The Program provides breakfast and lunch at all three district schools.
- II. The District is responsible for ordering the food and liquids served as well as maintaining accountability for related costs. For this reason, there is a cost to the student for each meal served. There is a Free and Reduced price food service program for eligible students, which is the subject of Policy EFCA.
- III. Students always have the option of bringing their own "bagged lunch." A student who buys milk to go with a lunch brought from home must pay the full customary price for milk.
- IV. Students intending to purchase a meal (Breakfast or Lunch) produced by the school's kitchen staff are required to pay the established price.

V. For the ~~2017-2018~~ 2018-2019 school year, prices are as follows:

A. Lunch Prices:

- | | | |
|-------------------|----------------------------|--------------------------|
| 1. Full Price: | Pre-K through Fourth Grade | \$2.60 \$2.70 |
| | Fifth through Eighth Grade | \$2.75 \$2.85 |
| 2. Reduced Price: | Pre-K through Eighth Grade | \$.40 |
| 3. Adults: | Any adult | \$4.25 \$4.50 |

B. Breakfast Prices:

- | | | |
|-------------------|---|--------------------------|
| 1. Full Price: | Pre-K through Fourth Grade | \$1.50 \$1.75 |
| | Fifth through Eighth Grade | \$1.50 \$1.75 |
| 2. Reduced Price: | Pre-K through Eighth Grade: \$FREE (Currently, the state covers any local cost above the Federal government's subsidized amount for Reduced student breakfast. As long as those costs are covered, the district will not charge for this meal.) | |
| 3. Adults: | Any Adult | \$2.00 |

C. Milk Price: Milk is provided with each meal. If milk is purchased with a bagged lunch, as "snack" milk, or as an additional milk with the meal, the cost is \$.50.

VI. Students can purchase their meal one of two ways: (1) with cash or (2) by debiting their student lunch account. Payment is due at the time of purchase.

VII. It is the responsibility of the parent(s)/guardian(s) to maintain an appropriate balance in the student's lunch account.

VIII. Parent(s)/Guardian(s) can deposit funds into the student's lunch account in two ways:

- A. Sending cash or checks to the student's school administration in care of the Business Manager. Checks should be made payable to RSU #63 Food Services. Cash or checks can be hand-delivered by the student or parent(s)/guardian(s) to the school's administrative office, or mailed to: RSU #63 Business Manager, RSU #63 Central Office, 202 Kidder Hill, Holden, ME 04429. A \$25.00 fee will be charged for returned checks. Cash only or on-line payment may be requested of families who pay by checks that were returned for insufficient funds more than two times in a school year.
- B. On-line deposits can be made using the "MySchoolBucks" link on the District's web page. The website is: www.rsu63.org Go to the Parents tab. Instructions are provided for a parent(s)/guardian(s) to be able to access their student's account.
- C. It is the responsibility of the parent(s)/guardian(s) to keep track of their student's charges and to be in touch with the school's food service office if there is a question.

Parent(s)/guardian(s) can monitor their student's account using the information provided directly above.

- IX. On rare occasions, the student may be able to charge a meal. This could happen if the student's lunch account did not have a balance sufficient to cover the cost of a meal or if the student had lost/forgotten cash that day. In this policy, "charging" refers to any and all forms of exchange where there is a verbal agreement for payment of a meal after service of the meal.
 - A. A student may not charge for more than two weeks without appropriate payment or receipt of the necessary paperwork for free or reduced price meals (refer to Policy EFCA). Parent(s)/guardian(s) who do not wish their student to accrue charges can ask that their student not be allowed to have charging privileges. The parent(s)/guardian(s) must send an email or written note to the School Principal or Business Manager directing this. If no email or written note is received, the parent(s)/guardian(s) consents to paying any meal charges incurred by their student.
 - B. A la carte items, extra milk, or "snack" milk may not be charged. ~~at any time.~~
 - C. No charges will be accepted the last two weeks of the school year. Students and parent(s)/guardian(s) will be reminded of the "no charge" period on or around May 15th. Students who do not have payment for a meal will be offered an alternative meal consisting of a cheese sandwich, fruit, and milk during the final two weeks of school.
- X. No student will be denied food as a disciplinary measure. No student from Pre-K through the fourth grade, whose parent(s)/guardian(s) wants them to receive school meal, will be denied food, even if the student's account is negative.
- XI. Meals must always be provided to students in grades Pre-K through fourth grade, to any student with disability who may be unable to take full responsibility for the debts they may have created, as well as any student known to qualify for free lunch.
- XII. Students, who have an outstanding balance for school meals and whose parent(s)/guardian(s) has not provided appropriate payment by a specified date, will be served a cheese sandwich, fruit, and milk.
 - A. The ~~school lunch accountability person~~ **Food Service Director (Business Manager)** will advise the school Principal of any student to whom meals have been served for one week without appropriate payment. The school Principal will then contact the student's parent(s)/guardian(s). Contact will be in writing, by phone, or the SchoolMaster program and will include a "Due Date" for the outstanding balance. The parent(s)/guardian(s) will be advised of the means of payment as defined in Section VIII above, and to provide a "bag lunch" for their student until they pay the outstanding balance. If appropriate, the parent(s)/guardian(s) should be encouraged to check out the Free and Reduced Price Meal Program as described on the District's website. The school lunch accountability person should offer to send a "Free and Reduced Lunch School Meal Application" to the parent(s)/guardian(s) and reiterate that all information received is confidential.

- B. Within one school day following the first contact by the ~~school lunch accountability person~~ **Food Service Director (Business Manager)**, the school Principal and/or the ~~Business Manager~~ will be provided with the name of the student, the financial status of unpaid meals, the means and date of contact with the student's parent(s)/guardian(s), and the "Due Date" set for payment of the outstanding balance. The Food Services Director will notify the appropriate school personnel when/if the outstanding balance is paid and/or application for free or reduced-priced lunch is received.
- C. The ~~school lunch accountability person~~ **Food Service Director (Business Manager)** will ~~notify the Business Manager~~ **will determine** if it is determined the parent(s)/guardian(s) ~~is/are~~ not providing payment for meals served nor a bag lunch for the student. The **Food Service Director (Business Manager)** will contact the family in writing to document the problem. The administration may limit the options available to such households, but meals served will meet the USDA nutritional guidelines. In the meantime, the ~~school lunch accountability person~~ **staff** will ensure the student is provided with a cheese sandwich, fruit, and milk.
- D. The administration's efforts to collect on overdue accounts will conform to the following guidelines:
1. less than \$25 debt in one household: informal communications to household
 2. \$25-\$50 in one household: formal written notice; alternate meals
 3. \$50-\$100: registered notice; alternate meals
 4. ~~When, on July 1,~~ **If** a household owes more than \$200 for students under its guardianship, the administration may pursue any means of legal collection.
 5. In all cases, the administration will assist households to document eligibility for free or reduced meals and offer to provide information of charities that may be willing to assist by providing food or funds. All school meal personnel will handle debt situations with as much privacy and respect as possible. All free and reduced meal status information is strictly confidential.
- XIII. The District will make a reasonable attempt to collect unpaid balances at the end of the school year. It also reserves the right to utilize outside collection services for balances exceeding \$50.00. Students will not be allowed to charge meals at the start of the new academic year if there is an unpaid balance from the previous year. There will be a \$25.00 fee charged on returned checks. Cash only or on-line payment may be requested of families who pay by checks that were returned for insufficient funds more than two times in a school year.
- XIV. The Superintendent is responsible for the development of the process, procedure, and regulations necessary to implement this policy.

RSU #63

- | | |
|----------------------------|--|
| 1. NEPN/NSBA Code: | GCBI |
| 2. Title: | Annual Evaluation of the Superintendent |
| 3. Author: | |
| 4. Replaces Policy: | Policy GCBI |
| 5. Date Approved: | <u> </u> RSU #63 |
| 6. Previously Approved: | 01/25/2016 |
| 7. Policy Expiration: | Review as Needed |
| 8. Responsible for Review: | Board of Directors/Policy Committee |
| 9. Date Reviewed: | <u> </u> Board of Directors |
| | 04/03/2018 Policy Committee |

j. References:

Cross References: Policy CB-Superintendent of Schools
 Policy CB-R – Duties & Responsibilities of
 the Superintendent
 Policy CBD-Superintendent's Contract
 20-A MRSA section 1051

k. Narrative:

The Superintendent of Schools reports to, and provides services to the RSU #63 Board of Directors (the Board). The Board is responsible for conducting an annual evaluation of the Superintendent with the objective of determining the Superintendent's accomplishments of the previous year, the areas needing improvement, and to set priorities for the coming year. The primary purpose of the evaluation will be to effect improvements in administrative leadership and, subsequently, improvements in the school unit. This written evaluation will be considered the sole and official evaluation of the Superintendent.

Maine law (20-A MRSA section 1051) requires the Superintendent's employment be considered no later than December 31st of the year preceding the expiration of his/her contract; earlier consideration is the Board's option. If it is the last year of the contract with the Superintendent, the evaluation process will include a decision by the Board whether or not to **enter into a new contract with the Superintendent.** ~~extend the Superintendent's existing contract and/or to propose any change in compensation and/or benefits.~~

I. Guidelines:

- A. The Superintendent will be involved in the development of the standards with which s/he will be evaluated or appropriate to her/his operations. (See "Superintendent Evaluation Form," attached as Exhibit A.)
- B. The evaluation will be at a scheduled time and place, in Executive Session, with a quorum of the Board present **and completed by the end of November.**

- ~~1. Because state law requiring Superintendent contracts to be signed or in effect by December 31 each year, the scheduling of the Superintendent's annual evaluation, with sufficient time for in-depth discussion, will be completed no later than the November Board meeting. Data collection will begin in October.~~

- C. The evaluation will include four sections (a written evaluation, data from community/staff survey, assessment data, and an action plan with goals).

September

1. Data Regarding Community and Staff Relations - **Beginning in September**, the Board Chair will be responsible for collecting the data on a rotating basis, from the community one year and from District staff the following year. The Superintendent will be involved in the development of the survey questions.
2. Board members will have prepared their "Superintendent Evaluation Form" and will have provided it to the Board Chair prior to the October Evaluation Session. The evaluation form is attached as Exhibit A.

October

1. The Superintendent will provide the assessment data of the results of the District-Wide Student Learning Objectives (SLO) from the previous year **in October**. (I rewrote this sentence??)
2. A written evaluation, prepared by the Board, relating to the administration of the school unit and major components considered essential to its success. (Fragment?? Revision below) Each component will be rated from 1 to 4; with a 1 meaning Ineffective, 2 meaning Partially Effective, 3 meaning Effective, and 4 meaning Highly Effective. Each component of the written evaluation, prepared by the Board, relating to the administration of the school unit and major components considered essential to its success must be rated from 1 to 4. 1 meaning Ineffective, 2 meaning Partially Effective, 3 meaning Effective, and 4 meaning Highly Effective.

~~Board members will have prepared their "Superintendent Evaluation Form" and will have provided it to the Board Chair prior to the October Evaluation Session. The evaluation form is attached as Exhibit A.~~

~~3. Data regarding Community and Staff Relations. The Board Chair will be responsible for collecting this data on a rotating basis, from the community one year and from District staff the following year. The Superintendent will be involved in the development of the survey questions.~~

~~4. The results of the District Wide Student Learning Objectives (SLO) from the previous school year. The Superintendent will provide this assessment data.~~

3. During an Executive Session held in October the Board will reach consensus on the written evaluation to be presented to the Superintendent. The data and the evaluation will be reviewed and discussed with the Superintendent. Individual Board members may address any additional or different, and by definition "minority opinion" or issue, he/she wishes with the Superintendent. This need not be limited to the items that appear on the evaluation form because no form or set of guidelines can encompass the totality of the Superintendent's responsibility.

November

- 1.** During an Executive Session at the next Board meeting (**typically November**), the Superintendent will present an action plan for discussion. This will include his/her designated areas for focus, objectives, and goals for professional growth in the coming year. The Board and Superintendent will set official goals and objectives for the ensuing year.
- II.** An overall rating at 3 or above will be required for an increase in compensation for the following contract, but does not obligate the Board to increase compensation.
- III.** With the permission of the Board, a new Superintendent, who did not take office until July 1 of any fiscal year, may have her/his first annual evaluation during the fall of the year following the Superintendent's initial employment – in essence after eighteen (18) months of employment.

Superintendent Evaluation Form

Understanding that the Superintendent will have different relationships with various Board members because of the various foci assigned committees and special projects, individual Board members ~~should~~ will only submit ratings on their "Superintendent of Schools' Evaluation" for those areas on the evaluation form with which they have genuine knowledge and/or experience.

Areas with which a Board member has no knowledge, or with which the Superintendent has had no responsibility or involvement, are to be rated N/A. Any rating of 1 or 4 ~~5~~ should will be accompanied with specific examples supporting the rating.

Superintendent Evaluation Form

A. Board Relations					
	Ineffective (1)	Partially Effective (2)	Effective (3)	Highly Effective (4)	Rating and Comments
Information	Does not provide the information the board needs to perform its responsibilities.	Keeps only some members informed, making it difficult for the board to perform its responsibilities.	Keeps the board informed with appropriate information as needed so it may perform its responsibilities.	Keeps all board members informed with appropriate, regular communication so it may perform its responsibilities.	
Materials and Background	Meeting materials aren't available. Members arrive at meetings without any prior information regarding agenda.	Meeting materials are incomplete, and don't include supporting information.	Materials are provided. Some supporting information is included.	Meeting materials are provided with supporting information in order to make informed decisions.	
Board Questions	Board questions are rarely answered.	Board questions are answered, but not all members are apprised of relevant questions/answers.	Board questions are addressed with occasional follow-up to members.	Board questions are answered thoroughly with communication to all members to ensure understanding.	
Policy Involvement	Makes decisions without regard to adopt policy.	Is minimally involved in the development, recommendation and administration of district policies.	Is actively involved in the development, recommendation and administration of district policies.	Is proactive in the determination of district needs and policy priorities.	
Board Development	Doesn't promote board development.	When asked, provides members with information about board development.	Provides members with information regarding board development opportunities when they arise.	Actively and continuously encourages board development by seeking and communicating opportunities.	
Category Rating (Average)					

Superintendent Evaluation Form

B. Community Relations				
	Ineffective (1)	Partially Effective (2)	Effective (3)	Highly Effective (4)
District Image	Is negative about the district.	Doesn't actively promote the district.	Projects a positive image of the district as expected.	Projects and promotes a positive image of the district.
Communication with Community	Isn't readily available.	Provides appropriate information only when asked.	Actively seeks two-way communication with the community as appropriate.	Actively seeks communication, as appropriate, and works to provide alternative means of contact with the community.
Media Relations	Communicates with the media only when requested.	Isn't proactive, but is cooperative with the media.	Promotes the district in the media.	Initiates and actively engages the media.
Approachability	Is neither visible nor approachable by members of the community.	Is visible, at a distance.	Is visible and approachable by members of the community.	Is visible and approachable by members of the community. Attends a variety of events.
Category Rating (Average)				

Superintendent Evaluation Form

C. Staff Relationships					
	Ineffective (1)	Partially Effective (2)	Effective (3)	Highly Effective (4)	Rating and Comments
Internal Communications	Doesn't have specific system to inform staff of important matters.	Is inconsistent in keeping staff informed of important matters.	Keeps staff informed of most important matters.	Establishes a system of keeping staff continually informed of important matters.	
Personnel Matters	There is no system to handle personnel matters in a consistent manner. Some situations may be handled with bias.	A system has been established, but it is not applied consistently.	A system is used to address personnel matters with consistency, fairness, discretion, and impartiality.	Establishes a system that is proactive with personnel matters. Personnel policies are routinely discussed and promoted.	
Delegation of Duties	Doesn't delegate duties. Maintains personal control over all district operations.	Delegates duties to staff, but retains final decision-making authority.	Delegates responsibilities to staff within their abilities and then provides support to ensure their success.	Delegates responsibility to staff that will foster professional growth, leadership, and decision-making skills.	
Recruitment	There is no formal recruitment process and/or hires are considered in an arbitrary manner.	A formal recruitment process is in place, but is not used consistently.	Follows a formal recruitment process for each hiring opportunity.	Follows a formal recruitment process for each hiring opportunity. Actively recruits the best staff available and encourages their application to the district.	
Visibility	Seldom visits buildings.	Is present at building programs and special activities.	Visits buildings/classrooms as time permits.	Regular visits to buildings and classrooms are a priority item.	
				Category Rating (Average)	

Superintendent Evaluation Form

D. Business and Finance					Rating and Comments
	Ineffective (1)	Partially Effective (2)	Effective (3)	Highly Effective (4)	
Budget Development and Maintenance	Superintendent's budget knowledge is limited. The budget is developed and managed without taking into consideration current needs of the district.	Superintendent works to develop and manage the budget to meet the immediate fiscal issues. Decisions are primarily reactive to current needs of the district.	Budget actions are proactive and considered the most current information and data. A balance is sought to meet the needs of students and remain fiscally responsible to the community.	Budget actions are proactive and consider both current and long-range information and data. A balance is sought to meet the current and future needs of students and remain fiscally responsible to the community.	
Budget Reports	Doesn't report financial information to the board except with the annual audit.	Reports the status of financial accounts as requested by the board.	Regularly reports to the board concerning the budget and financial status.	Constant flow of budgetary/financial information provided with discussion of the ramifications of any changes.	
Facility Management	A facilities management plan is not created. Maintenance is only performed when absolutely needed.	Facilities needs are discussed internally, but a plan is not created. Issues are addressed on an as-needed basis.	A facilities management plan is in place that includes the current status of the buildings and the need to improve any facilities in the future.	Facilities management plan is place. Includes current status of buildings and the need to improve facilities in the future, with a projected plan to secure funding.	
Resource Allocation	Resources are allocated without consideration of district needs.	Resources are allocated to meet immediate needs.	Resources are distributed based upon district goals and seek to meet immediate objectives.	Resources are distributed based upon district goals and seek to meet immediate and long-range objectives.	
Category Rating (Average)					

Superintendent Evaluation Form

E. Instructional Leadership				
	Ineffective (1)	Partially Effective (2)	Effective (3)	Highly Effective (4)
Professional Knowledge	Is unaware of current instructional programs.	Is somewhat knowledgeable of current instructional programs. Relies on others for info./data.	Demonstrates knowledge of current instructional programs, and is able to discuss them.	Demonstrates knowledge and comfort with current instructional programs. Seeks to communicate with others how the district is implementing best practices.
Self-Improvement	Does not participate in professional development opportunities.	Passively participates in some professional development opportunities.	Seeks to learn and improve upon personal and professional abilities. Attends professional conferences when appropriate.	Eagerly seeks to learn and improve upon personal and professional abilities. Is able to apply this new learning for the benefit of the district. Participates actively in professional groups and organizations.
Focus on Students	Focus is on the management of the district and maintaining day-to-day operations. Student achievement isn't the priority.	Student achievement is a concern, but does not always guide decisions made within the district.	Student achievement is important and guides decisions made within the district.	Places student achievement as the top priority and consistently communicates this to others. Bases decisions on improving student achievement. This priority is reflected in the budget.

Superintendent Evaluation Form

Goal Development	Goals are not developed.	Goals are defined by implementing state curriculum and seeking to maximize student scores.	Facilitates the development of short-term goals for the district. Provides the necessary financial resources to meet those goals.	Believes in and facilitates the development of short/long term goals for the district. Aligns the available resources within the budget to accomplish these goals.	
Staff Development	Staff development isn't provided. Staff members are responsible for their own improvement.	Staff development programs are offered based upon available opportunities.	Staff development programs are offered based upon available opportunities that are targeted toward increasing student achievement.	Staff development programs are targeted toward district-specific goals and are sustained to increase student achievement.	
Curriculum	Curriculum isn't a priority in the district.	Allows teachers to define their own curriculum. There is little or no coordination.	A curriculum is in place that seeks to meet the state standards.	There is an on-going review process to be sure the curriculum is aligned to the state standards and meets the needs of our students.	
Category Rating (Average)					

**DRAFT
MINUTES**

**BANGOR SCHOOL COMMITTEE
REGULAR MEETING
Wednesday, May 9, 2018**

School Committee Members present: Chair Sue Hawes, Vice Chair Doore, Jennifer DeGroff, Sue Sorg, Tim Surette, Marlene Susi, and Carin Sychterz.

By roll call vote 7-0 entered Executive Session at 6:00 p.m. for the purpose of negotiations with the Teachers' Bargaining Unit pursuant to 1 MRSA subsection 405(6)(D).

A. 1. & 2. Entered public session at 6:53 p.m. and recessed until 7:00 p.m. when Chair Hawes called the meeting to order and the Pledge of Allegiance followed.

3. a. The Bangor School Department and the Bangor School Committee recognized Member Susi for receiving the 2018 Maine Education Association Retired Leadership Award for her work on the School Committee.

D. 1. a. Superintendent Webb recommended approval of the revised SPRPCE Interlocal Agreement.

VOTED 7-0 to approve the Interlocal Agreement as presented.

2. a. Superintendent Webb reported the following resignation(s) at the end of the 2017-2018 school year:

Kendra Batchelder	Math Teacher	James F. Doughty School
Heather Webb	English Teacher	Bangor High School
Bailey Edward	Newspaper	James F. Doughty School
Jennifer D. Albert	Grade 5 Teacher	Fairmount School

b. Superintendent Webb reported the following teacher reassignment(s) for the 2017-2018 school year:

Nicole Luce from Special Education Teacher MH Program at Bangor High School to Special Education Teacher Gr. K-5 at the Bangor Regional Program.

Felancy Grant from Special Education Teacher MH Program at Fourteenth Street School to Special Education Teacher MH Program at Bangor High School.

Alice Frati from Special Education Teacher Gr. K-12 at the Bangor Regional Program to Special Education Teacher Gr. 9-12 at the Bangor Regional Program.

Superintendent Webb reported the following teacher reassignment(s) for the 2018-2019 school year:

Maynard Walton Math/Science Teacher at the James F. Doughty School to Math/Science/ELA/Social Studies Teacher at the James F. Doughty School.

- E. 1. a. 1. VOTED 6 (Hawes, Doore, DeGroat, Sorg, Susi, Surette) 0 opposed and 1 (Sychterz) abstained to approve the Minutes of the April 25, 2018 Regular School Committee Meeting.

- b. 1. Superintendent Webb recommended approval of the March 2018 Financial Report.

VOTED 7-0 to approve the report as presented.

2. Superintendent Webb recommended approval of the Early May Bid & Quotation Report.

VOTED 7-0 to approve the report as presented.

- c. 1. Superintendent Webb recommended the following teacher nomination(s) for the 2018-2019 school year, with a one-year Probationary Contract:

Ashley Enright, Grade 2 Teacher at Downeast School

VOTED 7-0 to approve the nomination as presented.

2. Superintendent Webb recommended committee approval of the following Extra-Duty Assignments for school year 2017-2018:

Support Team Stipends

Ellen Hall	BHS
Brianne Sciacca	BHS
Nathan Dusablon	BHS
Lee Clein	BHS
Nicole Luce	BHS
Sara Woodworth	BHS
Sabrina Wirey	BHS
Valerie Mathews	JFDS
Jacqueline Bloch	JFDS
Adam Kaspala	WSCS
Andre Roy	WSCS/JFDS
Denise Vittum	WSCS
Jeremy Dubois	WSCS
Joshua Johnson	Downeast
Felancy Grant	14 th Street
Jennifer Robicheau	14 th Street
Justin Marks	Vine Street
Christopher Hobbs	Fairmount
Danielle Loggans	Fairmount
Kristi Morrow	Mary Snow
Kristi Morrow	Mary Snow
year)	
Jennifer Farrar	Mary Snow
Daniel Considine	Bangor Regional
Sara Pomeroy	Bangor Regional

Mentor

Misty Conrath
Susannah Owen
Andrew Bouchard
Barbara Wais
Sherry Andrei
Stephanie Hendrix
Graciela Dorsa
Tracy Vassiliev
Catherine Hanscom
Lisa Richards
Trisha Smith
Karen Bagley
Tammy Wyman
Barbara Clewley
Isabel Coopersmith
Kristy Dube
Kim Douglas
Joanne McDade
Jessica Sturgeon
Lise Budden (½ year)
Rebecca Kennedy (½
year)
Katrina Rutherford
Jennifer Wellington
Laura Charette

VOTED 7-0 to approve nominations as presented.

- d. Committee Member Tim Surrette shared the following donation(s):

To Fruit Street School from Fruit Street PTO, a cash donation for a field trip to the University of Maine Emera Astronomy Center, having a total dollar value of \$504.

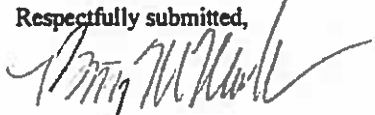
VOTED 7-0 to approve the donations with thanks.

- F. 2. a. Member Susi reported on the Dropout Prevention Committee and expressed appreciation for the incredible work being done to help families and students.
- b. Member Sychterz reported on the recent SPRPCE Board Meeting and informed the Committee the regional Innovation School is closing due to low enrollment. However, Bangor students in Grades 7 and 8 have an Innovation program they may participate in at the James F. Doughty School.
- c. Member Sorg reported on the recent UTC Board meeting in which topics of discussion included the new funding formula, the enrollment numbers, pinning ceremony for CNAs and CRNAs, and the National Honor Technical Society. Member Sorg also reminded the Committee of the Skills USA National competition.

- H. Chair Hawes reviewed the important dates.

Meeting adjourned at 7:30 p.m.

Respectfully submitted,



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

Wednesday, May 2, 2018
Board of Directors Meeting - 7:00 p.m.
Reeds Brook Middle School

The Regional School Unit No. 22 Board of Directors met at Reeds Brook Middle School on Wednesday, May 2, 2018.

Board Chair Karen Hawkes called the meeting to order at 7:00 p.m. Directors present were: Scott Cuddy, Jayne Dyer, Lucas Flanagan, Rob Frank, Wally Fraser, Jessica Giles, Allan Gordon, Jr., Karen Hawkes, John Holmes, Jessica King, Heath Miller, Joseph Pickering and Amanda Sidell.

Anthony Liberatore, DMD, was excused.

James Baines arrived at 7:02 p.m.

II. Approval of Minutes of Regular Meeting of April 4 and Special Meeting of April 24, 2018

Frank moved, Holmes seconded, and the Board voted unanimously to approve the minutes of the Regular Meeting of April 4 and Special Meeting of April 24, 2018.

Abstain: Joe Pickering abstained from voting on April 24th Special Board Meeting, due to absence.

III. Adjustment to Agenda

Chair Hawkes announced that Recommendation for Trimester Reporting K-5 would be added to the agenda under Article XI-C.

IV. Persons Desiring to Address the Board

None.

V. Board Chair

None.

VI. Personnel

A. Resignations

Superintendent Lyons announced the resignations of Wagner Middle School teacher, Gail Rowe Hampden Academy teacher, Jasmine Mitchell, and Weatherbee teacher Philip Bergin.

B. Nominations

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

Cassandra Palmer, Special Education Teacher, Earl C. McGraw School

BA in History and BS in Political Science, SUNY at Geneseo

Juris Doctor, University of Buffalo School of Law

Long-term substitute in this position since August, 2017

8 years, Educational Technician III at Leroy H. Smith School

Salary: \$33,150

Superintendent Lyons announced the transfer of McGraw teachers Sharon DeBeck to grade 2, and Tricia Forsman to Kindergarten; the transfer of Kimberly Mitchell from Special Education teacher at Smith School to Life Skills teacher at Hampden Academy.

VII. Superintendent of Schools

A. Reading of Essential Behaviors and Outcomes Proclamation

Board Chair Karen Hawkes read the Essential Behaviors and Outcomes Proclamation.

B. Presentation of Destination Imagination

Principal Glencross expressed pride in the Destination Imagination participation and accomplishments. He introduced managers of the Destination Imagination teams. Cassy Palmer shared information about the pillars of Destination Imagination and the success of the six teams in RSU #22; three teams at Smith School, a Weatherbee School team and two teams from Wagner Middle School. The Smith School team *Say Cheese* placed first in their division. The

two Wagner Middle School teams also placed first. They have chosen to move forward to raise funds to attend Destination Imagination Global Finals, May 23rd through 26th.

A request was made for a Board donation of \$1500 for registration fees. Consideration of Title IV funds to help fund future Destination Imagination efforts was discussed.

C. Middle School Accreditation

Reeds Brook Middle School Principal Roux and Wagner Middle School Principal Glencross were introduced to share the recent receipt of accreditation from the New England Association of Schools and Colleges (NEASC). Team members and committee chairs were introduced.

Recommendations were reviewed:

Wagner Middle School

Recommendations: continued review and update of written curriculum, reinvent school mission and beliefs, special education programming.

Commendations: Mission and Vision, Habits of Work rubric, acknowledgement of the district support for curriculum development, traditional and standards reporting, welcoming school culture, teachers support of students both in and outside of the classroom.

Board Member Pickering asked if the recommendation to add a special education teacher was one of the positions that was not funded in the proposed budget? Correct, the position was requested though not funded in the present budget proposal.

Revisiting and reorganizing resources is a priority for the NEASC commission.

Reeds Brook Middle School

Recommendations: to establish a formal process to review data and report out to parents, ensure that all students have consistent access to the school nurse.

The next step will be to create a special progress report to share with the commission.

Commendations: The commitment and integration of core values into the day to day business of the school, extensive support services offered to students.

Mr. Lyons expressed his appreciation to the staff members at both schools for their hard work in participating in this review process. There are 75 accredited schools in Maine, the majority of which are at the high school level. Very few middle schools are accredited. This is an outside entity that benchmarks our schools toward a degree of excellence.

Board Vice Chair Sidell shared that some of the recommendations in the past reports have not been supported.

The degree of the work that goes in to NEASC visits is important to balance against the value that the process results.

Board Member Miller shared that we need to be attentive to what the reports suggest for improvements.

The special education teacher request at Wagner Middle School was revisited by Board Member Pickering. A special education teacher was requested by Wagner Middle School but is not currently funded in the 2018-2019 budget.

D. Reeds Brook Middle School Writing Theme

Principal Roux introduced three members of the 7th grade English Language team: Julie Michaud, Paula Sloane and Kelsey Stoyanova. Students choose books that interest them and challenge them. The students are responding about the books they read. Letters About Literature is a writing contest sponsored by the Library of Congress and the Maine Humanities Council. Letters were written to authors of the book they chose. From tens of thousands of students, 833 letters were submitted in Maine and 53 letters were finalists. Ten of the finalists were from Reeds Brook Middle School. Finalists were named and presented to the Board.

E. Samuel L. Wagner Middle School Math Team

Dr. Glencross introduced Math teacher and Math coach Amanda Grove. 45 students are part of the Wagner Middle School Math team and are the 2018 Eastern Maine Math League Champions in the Small School division. The 6th grade team placed second for the year and 8th grade teams placed in the top five - both fifth place and first place. The top ten finishers were named and presented to the Board.

In discussion, both Board Member Pickering and Superintendent Lyons shared that school funding for 2018-19 fiscal year was not brought forth for ratification in the last legislative session. A guidance document was shared with Superintendent Lyons by Representative David

Haggan indicating a scenario of subsidy checks being released due to sufficient action having been taken in last year's session under Public Law 2017 Chapter 284 Part C.

F. Student Representative Report

Student Board Representative Lucas Flanagan shared that Hampden Academy student Philip Bogatyrev, a student in Hampden Academy course Modern Governmental Perspectives (MGP), recently initiated a project for the Against Malaria Foundation (againstmalaria.com) to purchase malaria nets. Philip will attend a future meeting.

G. Monthly Financial Report

Assistant Superintendent Nickels reviewed the Warrant Article Expenditure Report and the Revenue Report.

H. Assistant Superintendent Update

Assistant Superintendent Nickels reviewed the following items:

Finance and Budget:

- Bond Anticipation Note bid released
- Budget Development Workshop meetings continue

Building Improvements/Bond Issues:

- McGraw School Lift project complete

School Safety:

- Active Shooter Workshop Attendance
- District-wide safety training, August 2018
- Partnership with Hampden Public Safety

VIII. Questions of Board Members

Board member Holmes asked about patterns of concerning substance use at Hampden Academy. Mr. Lyons shared that he would follow up on this matter.

Board member Cuddy asked if exit interviews have been conducted with those staff members who have resigned?

Board member Miller asked if there would ever be a consideration of another position conducting the exit interviews?

IX. Committee Reports

A. Finance Committee

Chair Miller shared minutes from the meeting including recommendation of contracts for the synthetic athletic turf and stadium lighting projects.

B. Budget Committee

No report.

C. Athletic Committee

Chair Miller shared minutes from the meeting including discussion of a co-op team request from John Bapst hockey, Winterport Baseball/Softball field re-conditioning and maintenance, future 2019 lacrosse club, 2018 fall volleyball club and the cost of defunded Hampden Academy Freshman basketball.

D. Building Committee

No report.

E. Negotiations Committee

No report.

F. Education Committee

Chair Sidell shared that trimester reporting, the status of proficiency based education in RSU #22, and assessments at each grade level were discussed at the latest meeting.

G. Policy Committee

No report.

H. United Technologies Center Board

No report.

I. Behavioral Review Committee

No report.

J. Education Foundation

No report. Board Representative being sought.

K. SPRPCE Board

No report.

L. Wellness Committee

No report.

M. Community Relations Committee

Board member Sidell shared that the Straxis App was presented, as one of three to be considered as a platform for streamlining information dissemination and access.

X. Policy Consideration

None.

XI. Old Business

A. Update on FY 19 Budget Development

Chair Frank shared that the Budget Committee has had four public budget sessions in a workshop format. The state mil rate has increased to 8.91 and thus the local share in each town of the RSU will see an increase. Article 9, Facilities Maintenance, has a considerable variance from prior years due to a priority to address deferred maintenance. Articles 1, 2, 4, 8, 9, 10 and 11 have been discussed and recommendations made thus far in workshop sessions. The local assessment budget figures this year will be a departure from our typical levels due to the expectation for additional local share. The shift in the

state budgeting landscape will be an important messaging aspect. Overall gross increase is currently 3.62% yet the local net increase is at 11.38%.

B. Discuss and Act on Amended Inter-local Agreement

Upon recommendation of Superintendent Lyons, Holmes moved, Frank seconded and the Board voted unanimously that the School Board on behalf of the voters of RSU #22 hereby approves the Interlocal Agreement for the Southern Penobscot Regional Program for Children with Exceptionalities as described in the regional service center application approved by the Commissioner of the Maine Department of Education, and authorizes the Superintendent of Schools to sign the Interlocal Agreement and related documents on behalf of RSU #22.

C. Discuss and act on PreK - 5 trimester format.

Upon recommendation of Superintendent Lyons, Holmes moved, Dyer seconded, and the Board voted unanimously to approve the PreK - 5 trimester format.

XII. New Business

A. Discuss and act to authorize expenditure of Capital Reserve Funds for disabled lift at Earl C. McGraw Elementary School.

WHEREAS, the voters of Regional School Unit No. 22 (the "RSU") at the June 8, 2017 Budget Meeting authorized the School Board of the RSU to expend up to \$150,000.00 from the RSU's Capital Reserve Fund to fund capital projects in the RSU;

NOW THEREFORE, the School Board of the RSU votes as follows: Holmes moved, Fraser seconded, and the Board voted unanimously that the School Board be and is hereby authorized to expend up to \$23,000.00 of amounts available in the RSU's Capital Reserve Fund to fund costs associated with installing a disabled lift at Earl C. McGraw Elementary School.

B. Discuss and act on donation.

Upon recommendation of Superintendent Lyons, Holmes moved, Fraser seconded, and the Board voted unanimously to accept donation in the amount of \$1,850 from the Hampden Broncos Basketball Club for a gymnasium improvement project at Samuel L. Wagner Middle School.

XIII. Communication and Correspondence

A. Set Meeting Dates

Building Committee, Friday, May 18 at 9:00 a.m., Superintendent's Office

Finance Committee, Tuesday, May 15 at 6:00 p.m., Hampden Academy Library

XIV. Executive Session to Discuss Negotiations Between the RSU #22 Board of Directors and EA22 Education Association, According to 1 M.R.S.A. § 405(D); Executive Session to Discuss Evaluation of the Superintendent of Schools, According to 1 M.R.S.A. § 405(6)(A)

At 8:49 p.m. Cuddy moved, Fraser seconded, and the Board voted unanimously to enter Executive Session to Discuss Negotiations Between the RSU #22 Board of Directors and EA22 Education Association, According to 1 M.R.S.A. § 405(D).

The Board entered back into regular session at 9:10 p.m.

At 9:10 p.m. Cuddy moved, Fraser 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 9:25 p.m.

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 9:25 p.m.

Respectfully submitted,

/s/

Richard A. Lyons, Superintendent of Schools

Wednesday, May 16, 2018
Special 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, May 16, 2018.

Board Chair Karen Hawkes called the meeting to order at 7:00 p.m. Directors present were: James Baines, Scott Cuddy, Jayne Dyer, Rob Frank, Wally Fraser, Jessica Giles, Allan Gordon, Jr., Karen Hawkes, John Holmes, Jessica King, Heath Miller, Joseph Pickering and Amanda Sidell.

Lucas Flanagan and Anthony Liberatore, DMD, were excused.

II. Approval of Minutes of Regular Meeting of May 2, 2018

Dyer moved, Holmes seconded, and the Board voted unanimously to approve the minutes of the Regular Meeting of May 2, 2018.

Abstain: Jessica King

III. Adjustment to Agenda

Principal Tracy shared that Sienna Probert, Hampden Academy student, singer and musician, passed away from cancer.

Superintendent Lyons shared that former Hampden Academy teacher John Plourde lost his son to cancer.

Chair Hawkes shared her condolences to both families.

IV. Persons Desiring to Address the Board

None.

V. Board Chair

No report.

VI. Personnel

A. Resignations

Superintendent Lyons announced the resignations of Wagner Middle School teacher Karen Boynton and Weatherbee teacher Angela Pratt.

B. Nominations

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

Matthew Allen, Mathematics Teacher, Hampden Academy

Will graduate on May 20, 2018; BS in Secondary Education, University of Maine
Student taught at Bangor High School; teacher aide in College Algebra and PreCalculus, and Math tutor in Calculus I at University of Maine

Salary: \$33,150

Amelia Reinhardt, English Teacher, Hampden Academy

BS in Secondary Education, University of Maine
Student taught Hampden Academy and long-term substitute from January 2018 to present

Salary: \$33,150

VII. Superintendent of Schools

A. Reading of Essential Behaviors and Outcomes Proclamation

Board Member Jessica Giles read the Essential Behaviors and Outcomes Proclamation.

VIII. Questions of Board Members

Chair Hawkes shared that as a Board member she was impressed and touched by the sincerity of the resignation letters recently submitted by Mrs. Boynton and Mrs. Pratt, and thanked them both.

IX. Old Business

A. Discuss and act on 2018-2019 School District Budget.

Upon recommendation of Assistant Superintendent Nickels, Pickering moved, Miller seconded, and the Board voted unanimously to approve the 2018-2019 school district budget of \$31,936,061.13.

Chair Hawkes thanked Budget Committee Chair Rob Frank, Assistant Superintendent Regan Nickels, and District Accountant Trish Hayes for their leadership and hard work during the formulation of the budget.

Mr. Frank also thanked Board members who attended the informational meetings, especially committee member Scott Cuddy for his work and input.

X. New Business

A. Discuss and act on Bond Anticipation Note.

Assistant Superintendent Nickels presented four bids, two from lenders with very competitive interest rates. One of these will be chosen when interest percentage rates are verified; she will then notify Finance Committee Chair Miller.

As the Board voted at their April 4 regular meeting to authorize this financing, no action was needed or taken.

XI. Executive Session to Discuss a Legal Matter, According to 1 M.R.S.A. § 405(6)(E)

At 8:35 p.m. Sidell moved, Dyer seconded, and the Board voted unanimously to enter Executive Session to Discuss a Legal Matter, According to 1 M.R.S.A. § 405(6)(E).

Melissa Hewey, Esq. of Drummond Woodsum was also in attendance during the executive session.

Board member Scott Cuddy recused himself from the executive session.

The Board entered back into regular session at 8:55 p.m.

XII. Adjourn

The meeting was adjourned at 8:56 p.m.

Respectfully submitted,

Richard A. Lyons, Superintendent of Schools

**BREWER SCHOOL COMMITTEE
REGULAR MEETING MINUTES
*Monday, May 7, 2018
6:00 PM
Brewer High School Lecture Hall***

Committee members present: Mr. Farley, Chairman; Mr. Forrest, Vice-Chair; Mr. Umel, Ms. Small, Mr. Canders, and Jacob Cote, Student Representative.

Excused Absence: Ms. Cattan, Student Representative

A. The regular meeting was called to order at 6:00 PM by Chairman Farley.

B. Pledge of Allegiance

C. Public Comment

None

D. Adjustments to Agenda

None

E. Presentations/Awards

1. David Utterback, Athletic Director recognized for being awarded MIAAA Excellence In Middle School Level Athletic Administration Award 2018
2. Brewer High School Senior Exhibition invitation to committee members postponed.

F. Minutes (Action Required)

Mr. Farley, without objection and by unanimous consent, proposed that the minutes of the regular meeting of March 5, 2018 be approved.

G. Personnel (Action Required)

1. Dr. Towle reported the following nominations:

- a.-e. Mr. Umel moved to approve the nominations of Cassandra Johnson - Ed Tech I Unified Athletics for spring 2018, Danielle Perkins - KJS Lead Teacher/Coordinator, Haley Lagrange - KJS Teacher, Nicole Higgs - Title I Summer School Lead Teacher/Coordinator, and Lisa Jordan & Janice Hatch - Title I Summer School Teachers for summer 2018; Mr. Forrest seconded - VOTED: 5 in favor, 0 opposed and 0 abstained. (Mr. Cote in favor)
- f. Mr. Forrest moved to approve the nomination of Nick Walters - BCS Co-Curricular 2017-2018 outing Club Advisor; Mr. Canders seconded - VOTED: 5 in favor, 0 opposed, and 0 abstained. (Mr. Cote in favor)
- g. Ms. Small moved to approve the nominations for Second Probationary Teachers for 2018-2019 school year of Grace Gonnella - Stem, Jeffrey Gordon - Science, Crystal Jackins - World Language, & Alex Wilbur - ASL, Allison Cote - Special Ed, Lynn Cyr - Special Ed, Melanie Hall - Grade 2, Haley LaGrange - Kindergarten, Sarah Moore - Occupational Therapist, Erin Nadeau - Speech Therapist, Taylor Pierce - Grade 2, Aleeta Rhoads-Doye - Grade 4, Julie Vinson - Title I, and Brianna Wilder - Grade 3; Mr. Canders seconded - VOTED: 5 in favor, 0 opposed, and 0 abstained. (Mr. Cote in favor)

- h. Mr. Forrest moved to approve the nominations of Third Probationary Teachers for 2018-2019 school year of Christie Everett - English, Jessica Fraser - Math, Sheri Bryant - Grade 2, Scott Flagg - Occupational Therapist, Janelle Jundt - Special Ed, Robert Kumpa - Grade 8, Pamela McGinn - Special Ed, Andrea Morin - Special Ed, and Brian White - Special Ed; Ms. Small seconded - VOTED: 5 in favor, 0 opposed, and 0 abstained. Mr. Cote in favor)
- i. Mr. Umel moved to approve the nominations of Continuing Contract Teachers for the 2018-2019 school year of Jamie Emerson - Special Ed, David Jeffrey - Instructional Strategist, Gayle Peirce - Librarian, Jayson Adams - Special Ed, Christopher Brady - Phys Ed, Heather Knowles - Grade 1, Marcie Parizo - Social Worker, and Meghan Snook - Modern Language; Ms. Small seconded - VOTED: 5 in favor, 0 opposed, and 0 abstained. (Mr. Cote in favor)
- j. Ms. Small moved to approve the nomination of Jennifer Corneil - BHS Fall 2018 Cheerleading Head Coach; Mr. Umel seconded - VOTED: 5 in favor, 0 opposed, and 0 abstained. Mr. Cote in favor)
- k. Mr. Forrest moved to approve the nomination of Robert Dominick - BCS Grade 7 Math Teacher transferring from grade 6 for 2018-2019; Ms. Small seconded - VOTED: 5 in favor, 0 opposed, and 0 abstained. (Mr. Cote in favor)

2. Searches

- a. Dr. Towle reported the following searches:
 - BSD Custodian I (6) and Custodian III (1)
 - ESY Summer positions
 - BCS "B" Girls Soccer Head Coach
 - BHS Volleyball Assistant Coach
 - BCS "A" Field Hockey Head Coach
 - BCS "B" Field Hockey Head Coach
 - BHS Field Hockey Assistant Coach
 - BHS Cross Country Assistant

H. Reports

1. United Technologies Center

Ms. Small reported on the meeting of May 3, 2018. Discussion regarding budget and proficiency-based education were key topics.

2. Southern Penobscot Regional Program for Children with Exceptionalities

Dr. Towle reported on the meeting of April 26, 2018. Reasons for the closing of the Innovation School were explained and the school was thanked for what it has been able to do for our students this year that were a part of this one year program.

3. Student Representatives

Mr. Cote reported out athletic and academic activities to date.

4. Trustees

Dr. Towle reported on the meeting for April 17, 2018. Topics included general safety updates and training, parking lot update and general maintenance.

5. Administration

- a. Dr. Towle reported the following:
 - 1. Robotics Championship recap
 - 2. MSMA Education Report

3. ME Legislature- An Act To Amend Maine's High School Diploma Standards and Ensure Maine Students Meet State Standards upon Graduation
4. Safety Training updates
5. Grant Writings
6. College Board and Project Lead the Way
7. Draft 2018-2019 meeting schedule
8. Enrollment Numbers 2017-18 Update
9. ASL and STEM Course Request Numbers for 18-19
10. Libra Foundation Supports PCHC's Brewer School Based Health Clinic
11. Commission Hasson's waiver approval letter for the two additional instructional days for seniors.
12. City/School budget information from Finance Office
- b. Business Manager
Ms. Gardner reported FY18 year-to-date grant reporting.
- c. Director of Pupil Services
Ms. Moore reported the Desk Audit feedback
- d. Director of Instruction - Ms. Ward-Downer - no report
- e. Principals
Mr. Leithiser reported BCS activities and academics
Mr. Slowikowski reported BHS activities and academics
- f. Athletic Director
Mr. Utterback - no report

I. Old Business

1. Mr. Forrest moved to approve the second reading, adoption of the FY19 Budget; Ms. Small seconded - VOTED; 5 in favor, 0 opposed, and 0 abstained. (Mr. Cote in favor)

J. New Business

1. Dr. Towle reported the following donations for acceptance:
 - a.-g. Mr. Canders moved to accept the donations with appreciation of \$50 from Gary Lednar of Brewer to the BHS Band, \$1,000 and \$1,038 from Hannaford Helps Schools 2017 Program to Brewer Community School, \$849 from Hannaford Helps School Program to Brewer High School, \$10 from an anonymous donor % of Sandra Hodgins for BCS lunch program to be used for students in needs, \$1000 from Richard Varney & Donna Corey-Varney to Brewer Hall of Fame, \$300 from Courageous Steps Project to Brewer Unified Athletics, and \$270 from Allen/Freeman/McDonnell Agency to BHS National Honor Society Food Backpack Program; Ms. Small seconded - VOTED: 5 in favor, 0 opposed, and 0 abstained. (Mr. Cote in favor)
- 2.- 4. Mr. Forrest moved to approve overnight field trips of Music field trip to UMO on May 17-19, 2018 ,AFJROTC to Great Ponds Campground, Great Pond, ME. on May 11-12, 2018, and BCS JMG to Waterville Middle School on May 18-19, 2018; Mr. Umel seconded - VOTED: 5 in favor, 0 opposed, and 0 abstained. (Mr. Cote in favor)
5. Mr. Forrest moved that the School Committee on behalf of the voters of Brewer School Committee hereby approves the Interlocal Agreement for the Southern Penobscot Regional Program for Children with Exceptionalities as described in the regional service center application approved by the Commissioner of the Maine Department

of Education, and authorizes the Superintendent of Schools to sign the Interlocal Agreement and related documents on behalf of the Brewer School Committee; Mr. Canders seconded - VOTED: 5 in favor, 0 opposed, and 0 abstained. (Mr. Cote in favor)

K. Future Meetings

Monday, June 4, 2018, Regular Meeting, Brewer High School Lecture Hall at 6:00 PM

L. Public Comment

Heather Macleod, Brewer Chorus Teacher noted June 4th will be the spring concert.

M. Executive Session

Ms. Small moved to exit public session at 7:22 PM and enter into executive session: Mr. Umel seconded.

Roll call vote for Labor Contract Meeting in accordance with 1 M.R.S.A. § 405(6)(D)

Ms. Small - Yes
Mr. Canders - Yes
Mr. Farley - Yes
Mr. Forrest - Yes
Mr. Umel - Yes

Entered into executive session at 7:30 PM.

Executive session ended and re-enter into public session at 8:50 PM.

N. Action as a Result of Non-Public Session

Mr. Canders move to deny the grievance; Mr. Forrest seconded - VOTED: 5 in favor, 0 opposed, and 0 abstained.

O. Public Comment - None

Adjournment

Mr. Forrest moved to adjourn; Ms. Small seconded - VOTED: 5 in favor, 0 opposed, and 0 abstained.

Meeting adjourned at 8:55 PM.

Respectfully submitted,

Cheri Towle, Ed.D.
Secretary

Approved: June 4, 2018