

**RSU 63 Board of Directors
Monday, May 22, 2023
6:00pm
Holbrook Middle School
Agenda**

Google Meet: meet.google.com/esb-ukog-imd

Phone In: 1-732-630-8224 PIN: 767 046 615#

Phone and video link above are available to members of the public for the purpose of listening/viewing only. If you would like to speak, current law requires that you attend the meeting in-person.

Call Meeting to Order

Executive Session – Discussion of contract negotiations pursuant to 1 M.R.S.A. § 405(6)(D)

Public Session Anticipated to Resume at Approximately 6:30pm

Flag Salute/Moment of Silence

Action Regarding Contract Negotiations

Approval of Minutes for April 24, 2023 Budget Informational Meeting and Board Meeting

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

1. Lisa Jandreau and Nichole Phinney – PTG Leaders

Acceptance of Gifts/Donations

1. Food Service Supply Chain Grant \$8271.21

Presentation – None

Questions and Comments from the Public

Dates of Next Meetings

1. **Budget and Finance Committee Meeting:** Wednesday, June 14, 2023 at 5:15pm, Holbrook Middle School
2. **Policy Committee Meeting:** TBD
3. **Curriculum Committee:** TBD
4. **Board Meeting:** Monday, June 26, 2023 at 6:30pm, Holden Elementary School

Budget and Finance

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

Superintendent's Report

Acceptance of Committees', Administrators', Superintendent's, and Board Chair's Reports

Old Business

New Business

1. Revised COVID Safe Return to School Plan
2. Position Approval
 - a. Custodian/Maintenance
 - b. RTI Coordinator/Interventionist/Coach

Personnel Actions

1. Resignations/Retirements
 - a. Rachel Beckwith, Grade 6 ELA Teacher
 - b. Leslie Beers-Huskins, Grade 5 Teacher
 - c. Sarah Lane, Grade 2 Teacher

2. Elections
 - a. Elizabeth Higgins, Grade 5 Teacher
 - b. Savannah Haas, Holbrook Teacher
 - c. Sarah Estes, Holbrook School Counselor
3. Appointments
 - a. Jennah Geiser, Substitute
 - b. Adam Blake, Substitute Custodian
 - c. Emily Villemaire, Substitute
4. Reassignments
5. Other
 - a. Aurora Stickle Requested Leave of Absence
6. Searches
 - a. Grade 6 ELA Teacher
 - b. Grade 2 Teacher
 - c. Grade 1 Teacher
 - d. Special Education Director
 - e. Grade 7 Teacher
 - f. Math and Literacy Interventionist
 - g. .6 FTE Director of Curriculum and Instruction
 - h. Elementary School Secretary
 - i. Custodian/Maintenance
 - j. Anticipated Ed Tech II or III, Holbrook
 - k. Anticipated Holbrook Resource Room Teacher
 - l. Bus Driver
 - m. Substitutes (Teachers, Ed Techs, Drivers, Custodians)

Adjournment

**RSU 63 District Budget Meeting
Monday, May 22, 2023
7:00pm
Holbrook Middle School**

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 Budget Informational Meeting
Date: April 24, 2023
Location: Eddington Elementary School
Minutes**

RSU #63 Board Member(s) Present:

Town of Holden: Cherie Faulkner, Tracy Roberts, Matthew Campbell, and Heather Lander

Town of Eddington: Heather Grass and Karen Quimby

Town of Clifton: Linda Graban

RSU #63 Board Member Present Remotely:

Town of Eddington: Tracy Bigney

Board Chair, Tracy Roberts called the meeting to order at 6:03pm.

Superintendent, Jared Fulgoni gave a brief overview of the draft FY24 Budget and explained the increased cost to towns. Overall, the budget has an increase of \$63,104.

Board Discussion: None

Questions and Comments from the Public: Tom Copeland, Holden resident and Town Counselor thanked the Board and expressed his appreciation to the Budget and Finance Committee for a small increase in the budget. Joe Sekera, Eddington resident thanked the Board for their efforts with the Budget and asked them to reconsider the placement of Public Comment.

Adjournment:

At 6:10pm, Motion by Cherie Faulkner with a second by Linda Graban to adjourn.

Discussion: None

Roll Call: Linda Graban: Yes; Cherie Faulkner: Yes; Tracy Bigney: Yes; Heather Lander: Yes; Tracy Roberts: Yes; Matthew Campbell: Yes; Heather Grass: Yes; Karen Quimby: Yes

Vote: 8 Approved; 0 Opposed

**RSU #63 Board Meeting
Date: April 24, 2023
Location: Eddington Elementary School
Minutes**

RSU #63 Board Member(s) Present:

Town of Holden: Cherie Faulkner, Tracy Roberts, Matthew Campbell, and Heather Lander

Town of Eddington: Heather Grass and Karen Quimby

Town of Clifton: Linda Graban

RSU #63 Board Member Present Remotely:

Town of Eddington: Tracy Bigney

Board Chair, Tracy Roberts called the meeting to order at 6:31pm.

At 6:32pm, motion by Cherie Faulkner with a second by Heather Grass to enter into executive session for discussion of employment of officials/appointees/employees pursuant to 1 MRSA section 405(6)(A).

Roll Call: Linda Graban: Yes; Cherie Faulkner: Yes; Tracy Bigney: Was Not Online for This Vote; Heather Lander: Yes; Tracy Roberts: Yes; Matthew Campbell: Yes; Heather Grass: Yes; Karen Quimby: Yes

Vote: 7 Approved; 0 Opposed

Public session resumed at 6:58pm, followed by the flag salute and moment of silence.

Motion by Cherie Faulkner with a second by Linda Graban to approve the April 3, 2023 RSU #63 Board Meeting Minutes.

Discussion: None

Roll Call: Linda Graban: Yes; Cherie Faulkner: Yes; Tracy Bigney: Yes; Heather Lander: Yes; Tracy Roberts: Yes; Matthew Campbell: Yes; Heather Grass: Yes; Karen Quimby: Yes

Vote: 8 Approved; 0 Opposed

RSU #63 Board Meeting Minutes

April 24, 2023

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Recognition and/or Awards of Students, Staff, and Others: Superintendent Fulgoni thanked everyone who participated in the Robert Merritt dedication last week. There was a great show of support from Mr. Merritt's family, former and current students, former and current staff, and area coaches.

Acceptance of Gifts/Donations: Superintendent Jared Fulgoni announced a \$500 donation from Donors Choose for "Books are a Unique Type of Magic" Grade 4 (Samantha Bedore) and a \$500 donation from Nikki Moore, "Humble Sight Photography" for Holbrook baseball uniform pants.

Motion by Matthew Campbell with a second by Heather Grass to accept the donations as listed on the agenda.

Discussion: None

Roll Call: Linda Graban: Yes; Cherie Faulkner: Yes; Tracy Bigney: Yes; Heather Lander: Yes; Tracy Roberts: Yes; Matthew Campbell: Yes; Heather Grass: Yes; Karen Quimby: Yes

Vote: 8 Approved; 0 Opposed

Presentation: Curriculum Update – Superintendent Fulgoni gave a brief overview of work done to date by the newly formed Curriculum Committee. Plans include a summer bootcamp with teacher leaders on curriculum mapping and continuing the mapping over the course of the school year. Superintendent Fulgoni advised teachers will work simultaneously on content areas so multiple parts of the curriculum will have progress made rather than just one content area.

Questions from the Public: Susan Dunham Shane, Eddington resident spoke on bus behavior. Sarah Lane, Holden resident and RSU 63 Teacher spoke on work she has done on curriculum mapping with her class and requested feedback from parents on the Board.

Dates of Next Meetings:

Budget and Finance Committee Meeting: Wednesday, May 17, 2023 at 5:15pm, Holbrook Middle School

Policy Committee Meeting: Monday, May 8, 2023 at 5:30pm, Holbrook Middle School

Curriculum Committee: Wednesday, May 3, 2023 at 5:30pm, Holbrook Middle School

Board Meeting: Monday, May 22, 2023 at 6:30pm, Holbrook Middle School

Budget Meeting: Monday, May 22, 2023 at 7:00pm, Holbrook Middle School

Budget and Finance: There was no Business Manager report. Cherie Faulkner, Budget and Finance Committee Chair did not have anything to add to the Budget and Finance Committee Report.

Superintendent's Report: Jared Fulgoni advised the flashing light for Holden Elementary School has arrived and will be installed Wednesday morning. He noted the attendance information requested by Ms. Bigney was in his report to the Board.

Acceptance of Reports:

Motion by Cherie Faulkner with a second by Heather Grass to accept all written and verbal reports from the Budget and Finance Committee, Policy Committee, Curriculum Committee, and Superintendent.

Discussion: None

Roll Call: Linda Graban: Yes; Cherie Faulkner: Yes; Tracy Bigney: Yes; Heather Lander: Yes; Tracy Roberts: Yes; Matthew Campbell: Yes; Heather Grass: Yes; Karen Quimby: Yes

Vote: 8 Approved; 0 Opposed

Old Business:

Chief Greeley Day of Service: Superintendent Fulgoni recommended November 9th or November 17th. Discussion took place on if a specific date or day should be set.

Motion by Cherie Faulkner with a second by Linda Graban to approve November 17, 2023 as the Chris Greeley Day of Service.

Discussion: None

Roll Call: Linda Graban: Yes; Cherie Faulkner: Yes; Tracy Bigney: Yes; Heather Lander: Yes; Tracy Roberts: Yes; Matthew Campbell: Yes; Heather Grass: Yes; Karen Quimby: Yes

Vote: 8 Approved; 0 Opposed

New Business:

Approval of FY24 Budget:

Motion by Cherie Faulkner with a second by Matthew Campbell to approve the FY24 Budget, Version 8.

Discussion: None

Roll Call: Linda Graban: Yes; Cherie Faulkner: Yes; Tracy Bigney: Yes; Heather Lander: Yes; Tracy Roberts: Yes; Matthew Campbell: Yes; Heather Grass: Yes; Karen Quimby: Yes

Vote: 8 Approved; 0 Opposed

Policies to Approve (1st Reading):

Motion by Cherie Faulkner with a second by Karen Quimby to approve the first reading of policy BGB – Policy Adoption.

Discussion: Tracy Bigney expressed concern that 48 hours was enough time for posting of draft policies. Mr. Campbell responded that it was the minimum posting time and aligned with the posting language written in other RSU 63 policies. Karen Quimby noted there was still a roman numeral error. Matthew Campbell felt this policy did not require a second reading if there are no other recommended changes.

Motion to approve withdrawn by Cherie Faulkner.

Motion by Cherie Faulkner with a second by Linda Graban to approve the final reading of policy BGB – Policy Adoption with the amendment of the roman numeral error.

Discussion: None

Roll Call: Linda Graban: Yes; Cherie Faulkner: Yes; Tracy Bigney: Yes; Heather Lander: Yes; Tracy Roberts: Yes; Matthew Campbell: Yes; Heather Grass: Yes; Karen Quimby: Yes

Vote: 8 Approved; 0 Opposed

Policies to Approve (2nd Reading):

Motion by Cherie Faulkner with a second by Linda Graban to approve the second reading of policy JFBC – Secondary School Tuition.

Discussion: None

Roll Call: Linda Graban: Yes; Cherie Faulkner: Yes; Tracy Bigney: Yes; Heather Lander: Yes; Tracy Roberts: Yes; Matthew Campbell: Yes; Heather Grass: Yes; Karen Quimby: Yes

Vote: 8 Approved; 0 Opposed

Tracy Bigney excused herself from the meeting at 7:42pm.

Motion by Cherie Faulkner with a second by Linda Graban to approve the second reading of policy GCQC – Exit Interview Opportunities.

Discussion: None

Roll Call: Linda Graban: Yes; Cherie Faulkner: Yes; Heather Lander: Yes; Tracy Roberts: Yes; Matthew Campbell: Yes; Heather Grass: Yes; Karen Quimby: Yes

Vote: 7 Approved; 0 Opposed

Motion by Karen Quimby with a second by Cherie Faulkner to approve the second reading of policy EEA – School Transportation.

Discussion: None

Roll Call: Linda Graban: Yes; Cherie Faulkner: Yes; Heather Lander: Yes; Tracy Roberts: Yes; Matthew Campbell: Yes; Heather Grass: Yes; Karen Quimby: Yes

Vote: 7 Approved; 0 Opposed

Personnel Actions:

Resignations/Retirements: Jesse Gauthier, RSU 63 Special Services Director; Tina Ferrill, Eddington Elementary School Secretary; Ebonie Baker, Holbrook School Counselor. Superintendent Fulgoni added he received a resignation letter from Beth Carter, Grade 1 Teacher today.

Elections:

Motion by Matthew Campbell with a second by Heather Grass to approve the Probationary Year 1 Contracts to Probationary Year 2 Contracts as recommended by the Superintendent.

Discussion: None

Roll Call: Linda Graban: Yes; Cherie Faulkner: Yes; Heather Lander: Yes; Tracy Roberts: Yes; Matthew Campbell: Yes; Heather Grass: Yes; Karen Quimby: Yes

Vote: 7 Approved; 0 Opposed

Motion by Matthew Campbell with a second by Heather Grass to approve the Probationary Year 2 Contracts to Continuing Contracts as recommended by the Superintendent.

Discussion: None

Roll Call: Linda Graban: Yes; Cherie Faulkner: Yes; Heather Lander: Yes; Tracy Roberts: Yes; Matthew Campbell: Yes; Heather Grass: Yes; Karen Quimby: Yes

Vote: 7 Approved; 0 Opposed

Appointments: Mitch Moczygemba, Track and Field Coach

Reassignment: None

Searches: Grade 1 Teacher, Holbrook School Counselor, Special Education Director, Elementary School Secretary, Custodian, Holbrook Resource Room Special Education Teacher, Ed Tech III at Holbrook, Bus Drivers, and Substitutes.

Superintendent Fulgoni advised we are looking into other avenues for advertising the searches.

Adjournment:

At 7:49pm, motion by Matthew Campbell with a second by Heather Grass to adjourn the meeting.

Discussion: None

Roll Call: Linda Graban: Yes; Cherie Faulkner: Yes; Heather Lander: Yes; Tracy Roberts: Yes; Matthew Campbell: Yes; Heather Grass: Yes; Karen Quimby: Yes

Vote: 7 Approved; 0 Opposed

Respectfully submitted by,

Jared Fulgoni
RSU 63 Superintendent of Schools

Approved:

DRAFT



Regional School Unit 63
Clifton, Eddington, and Holden

RSU 63 is a community of learners dedicated to providing a safe, supportive, and challenging academic environment. Our students are respectful citizens and responsible stewards of our world. They are well prepared for high school with skills and a work ethic that enables them to succeed.

Jared Fulgoni
Superintendent of Schools

Kelly Theriault
Business Manager

TO: RSU 63 BOARD of DIRECTORS
FROM: JARED FULGONI, SUPT OF SCHOOLS
RE: REPORT TO BOARD
DATE: 05/18/23

While the school year may be winding down, there is still a lot going on in our schools. The principals have begun the process of interviewing candidates to fill our vacant positions, and we have scheduled interviews for a number of positions including the Dir. of Curriculum for this coming week. I am pleased at the number of highly qualified candidates we have applying for our open teaching positions.

This past week I spoke with Deputy Commissioner of Education Dan Chuhta regarding our high school tuition policy and specifically Brewer's assertion that we must tuition pay non-attending students. Mr. Chuhta understood our position and will review the matter. He did suggest that we develop formal Tuition Agreements with our receiving districts, as currently we only have informal "gentleman's agreements". I will reach out to the other area K-8 districts for examples of what they may have for language and work with our counsel to develop some drafts that the Board via policy committee could review.

A few weeks back, I attended the STEAM night at the Eddington School. I appreciated not only the demonstration of learning, but the opportunity for parents to engage in the schools in a meaningful way. As we move into the next year, I will be asking the principals to consider how we may further engage our families and parents in the schools.

A reminder that our next Board meeting is the organizational meeting.

This month we honor our fallen service members on Memorial Day. I am proud to say that our 5th grade and life skills students will be helping to honor those who made the ultimate sacrifice by helping place flags at the Maplewood Cemetery in Clifton.

DRAFT

May 22, 2023 Board Meeting Administrator Updates

Holbrook Middle School:

Holbrook is conducting Maine's Through The Year Testing (new standardized test in lieu of NWEAs) for 5th and 8th grade during this month.

A number of field trips have gone with positive feedback. The 5th grade went to the (name?) farm, a group of 8th graders went to Camp Capella having won the fundraiser competition to provide financial support for disabled campers. They raised approximately \$1600. The students were given an orientation at the camp as well as an opportunity to participate in some camp activities. Some of the members of the musical troop from the upcoming school musical went to visit the Penobscot Theater to get a peek behind the scenes to learn about set management. And the 7th grade STEM class visited Husson University's STEM lab and explored career opportunities in STEM.

School numbers remain the same.

Hiring is underway, with three offers out (2 fifth grade teachers and a guidance counselor), with one confirmed acceptance. There are two applications being reviewed and one interview lined up for a 7th grade position. SPED positions remain open with no applicants.

Spring sports are underway and teams are doing well. We have baseball and softball A and B teams, as well as a track team (despite a late start due to difficulty finding a coach). We have begun the process of hiring for next fall coaching positions. Field maintenance (lawn cutting, field lining) has been an ad hoc approach by coaches, the athletic director, and volunteers. Something more concrete would be helpful.

Special Education:

High School transition meetings for students with special needs are nearly complete. We are meeting with local high schools to prepare our 8th graders for their high schools of choice and to make sure services and accommodations are in place to meet their needs at the beginning of their 9th grade year. At times plans need to be adjusted based on the schedules and services available at the high schools where the students will be attending. Adjustments need to be made to allow for block scheduling or the frequency that services are available at other districts. The meetings also give students a chance to meet their high school teacher and ask any questions about high school they had. In every meeting we discuss earning credits in order to earn a high school diploma and advocating for classroom accommodations from their regular education teachers.



HOLDEN ELEMENTARY SCHOOL

Don Spencer, principal dspencer@rsu63.org
Heather Kiley, secretary hkiley@rsu63.org
Lauren Moulton, school counselor lmoulton@rsu63.org
Dawna Bickford, school nurse dbickford@rsu63.org

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

DRAFT

"RSU 63 is a community of learners dedicated to providing a safe, supportive, and challenging academic environment. Our students are respectful citizens and responsible stewards of our world. They are well prepared for high school with skills and a work ethic that enables them to succeed."

I submit my May board report on behalf of the students and staff at this "busy" working school. As we head into the last month of school, we have **43** students in 2nd, **45** in 3rd and **38** in 4th for a grand total of **126**, which is **5** more than a year ago. The weather has been wonderful for drying out fields and playground areas. I do need to keep reminding students that summer vacation has not started yet.

Many events are planned over the next month and half as students go on "learning" field trips as well as "special" end of the year activities. I was able to go with 2nd graders on their trip to the Alpaca farm earlier this month (We all learned so many things about these fascinating animals) and the 4th grade attended the Bangor Youth Symphony performance at The Collin's Center. We did practice an "evacuation drill" and everyone did a great job and it went off without a hitch. Thanks Holbrook for being our evacuation site☺

We have lined up several readers for our "Community Read Aloud" next week. The theme is "Kindness" and all books read will carry that theme as we honor/in memory of Chief Greeley. His wife was honored to be asked to read and the readers will hand out "purple wristbands" with the words "Be Kind" on one side and Chief Greeley's name on the other side.

Events happening over next several weeks:

- May 25 Community Read Aloud**
- May 26 Bikes for Books Conclude**
- June 1 Grade 2 "Acadia National Park Learning Center**
- June 5 Grade 1 steps up to grade 2 at Holden AM**
- June 6 Grade 4 steps up to Grade 5 in AM and they have field day in the PM**
- June 7 Field Day Grade 2 & 3**
- June 8 Grade 4 Trip to Bar Island**
- June 13 Grade 3 trip to Seal Harbor**
- June 14 4th Grade celebration in the PM**
- June 15 Last Day of School (Step up grade 2 & 3)**

Respectfully submitted,

Mr. Spencer



Timothy Baker, principal tbaker@rsu63.org
Tina Ferrill, secretary tferrill@rsu63.org
Lauren Moulton, school counselor lmoulton@rsu63.org
Dawna Bickford, school nurse dbickford@rsu63.org

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

May 19, 2023

DRAFT

RSU 63 is community of learners dedicated to providing a safe, supportive, and challenging academic environment. Our students are respectful citizens and responsible stewards of the world. They are well prepared for high school with skills and a work ethic that enables them to succeed.

With great pleasure, I submit my May board report on behalf of the students and staff at Eddington Elementary School. The current enrollment at Eddington Elementary stands at 32 students in Pre-K, 51 in Kindergarten, and 52 in First grade, for a total of 135 students.

We have had a a lot happening here at Eddington Elementary. On April 27, we hosted a Steam Night which was a huge success. The door prize, donated by Fairwinds Freedom Flags was won by a student in Kindergarten and students and parents had a great time. Many parents reported that they even learned something that night.

On May 11, the students performed their spring concert. The students did a fantastic job and it was well attended. Mrs. Holsapple does a great job working with the students and includes the audience into the concert.

May 16, we held our Evacuation Drill. The fire alarm was pulled, the students loaded the buses and made their way to Holbrook Middle School. A few things need to be worked out with this procedure.

On a personal note, my work continues to get into the classrooms to conduct observations and check in with student learning. I continue to call subs for those teachers and staff who will be out. I have been busy with the attendance and truancy of students in RSU #63

Respectfully Submitted
Timothy M. Baker
Assistant Principal RSU #63



Regional School Unit 63

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May 22, 2023

Board Report

Sharon Haskell

Director of Curriculum and Instruction

DRAFT

Curriculum & Instruction

All teams in grades 3-8th have been taking the new Maine Through Year Assessment. This assessment meets federal requirements for our state assessment and all public schools in the state are required to take this assessment in the spring and fall every year for grades 3rd-8th and second year of high school. Our students have tested for math and reading with results available in fall for this first round of testing. We have been assured that beginning with the assessment taken in the fall of 2023, results will be available shortly after the assessment is taken. Please reach out to me or visit Maine Doe website for more information.

Grades 5 and 8 are in the process of taking the Maine Science Assessment. This assessment measures Maine Science and Engineering Standards (i.e., the Next Generation Science Standards). It focuses on performance level expectations based on three-dimensional learning that incorporates science & engineering practices and cross-cutting concepts with disciplinary core ideas.

We are looking into the MLTI Teaching and Learning Technology Grant, #TeachWithTech: I talked with staff at the middle school to come up with a project and have worked with George Cummings, Bob Meyer, Josiah Simko, Peter Walsh, Brandy Walsh and other teachers to get this underway. They have done the leg work on deciding what the project would be based on the need the teams came up with. The plan is to create a computer lab at the middle school. The lab would have IMACS and Mac studios. The Mac Studio would be used for VR activities with TVs to display for them and could also be used as displays for a staff Mac Studio. We are also asking for HD digital video camera(s) and a series of digital photo cameras along with a green screen. The MLTI rep said "go big," so we are!

On April 27th, STEAM (Science, Technology, Engineering, Art, Mathematics) Night was a HUGE success at the Eddington School! Kids made airplanes, friendship bracelets, played with Sphero robots, and so much more! We gave away 3D printed bubble wands and the kiddos got to see some really cool 3D printing in action! A big thank you to G & M for donating pizza, and to Busy Bee Bakery and In the Weeds for some great snacks! Thank you to Fairwinds Freedom

Flags for donating a Sphero Bolt Mini. To the Eddington teachers and staff who worked tirelessly to make this night possible, thank you.

Grants

We received a \$600 grant from Project > Login, a program of Educate Maine for attending the CSforALL SCRIPT workshop for PK-12. Schools can use these funds for anything related to STEAM. Thank you for your generous donation.

Our 8th grade class just visited the Challenger Center in Bangor. This was made possible by a \$1,000 scholarship from sponsors of the Center. We thank you for your generous donation.

A big thank you to G & M for donating pizza, and to Busy Bee Bakery and In the Weeds for some great snacks and the donation for the doorprize of a Sphero Bolt Mini from Fairwinds Freedom Flags all for STEAM night at the Eddington School on April 27th.

Respectfully submitted,
Sharon Haskell

*Coming together is a beginning;
keeping together is progress;
working together is success. ~Henry Ford*

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: May 18, 2023
Re: Monthly Report

I submit this report to the School Board of Directors for May 2023.

Spring NWEA/Science Assessment

I'm happy to report that Science assessment testing for students in grades 5 and 8 as well as Maine Through Year assessment testing for students in grades 3-8 is underway and going really well at all schools. Our investment in new Chromebook laptops for students have really minimized technology glitches and test interruptions, which make for more productive testing sessions.

Infinite Campus

Work continues on the migration from TylerSIS to Infinite Campus. We had our second data review on May 9th. This data review revealed that there are many student schedule and course/section records that need to be reconciled in TylerSIS. Most of the records that need attention are at the elementary level. While individual student schedules are not used at the elementary schools it's important to reconcile any gaps in schedules, courses, and sections before the final data pull on June 15th.

Respectfully submitted,

DRAFT

April Board Report
Jake Morgan Transportation/Facilities

Transportation: We had to do State Inspections on nine of our school buses in April. Next round of inspections will be in August, in the near future the State Police will be in and do an inspection on all our buses. The State Police inspect all buses in the State once per year, most of the time we are done in June.

Facilities:

The Fire Department is writing a grant to try and update our school AED's along with theirs.

Holbrook:

The heating/ventilation project has started and seems to be going very well. We have met three times so far to discuss the new controls, electrical panel location and time lines.

Holden:

The flashing school zone light was installed however it was shipped with a defective controller. We have ordered a new one. For now Keith has been going down each morning, when he is available and jumping the power so that the lights will flash.

Eddington:

The heating/ventilation project is almost complete and I am still waiting for the computerized training. The custodian started the spring clean up and is almost completed.

DRAFT



Regional School Unit 63
Clifton, Eddington, and Holden

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Jared Fulgoni
Superintendent of Schools

Kelly Theriault
Business Manager

Date: May 18, 2023

From: Kelly Theriault

RE: May Board Report

- The Budget & Finance committee met April 3rd and May 17th. The committee reviewed the financials. I was able to get a van approved through ESSR3 funds, we only received two proposals and both were outside the budget. We will re-bid again in mid-summer. Our current electricity supply bid expires in November 2023. The current cost per KW is \$.0064, as expected these bids came in much higher. Three bids were submitted all very close, the committee approved a 24 month contract with the low bidder (USAGroup) at a rate of \$.11071 (other rates were \$.11410, \$.11591.) Fleet fuel, and plowing bids have also gone out and are due June 1. B & F will review those at the June meeting. The next budget & finance committee meeting is scheduled for June 11, 2023 at 5:30 p.m.
- The final FY22 audit is complete-the reports are attached. We've started on the FY23 pre-audit work and have scheduled the onsite work for early October 2023.
- Reports completed this month in the business office; ESSR performance report part 2, Bureau of labor payroll statistics compliance report (required), MePERS, monthly school nutrition claim, Federal reimbursement invoicing.

MSAD63**Warrant Article Summary Financial YTD**

Statement Code: ArtSummFin

Account Number / Description	Revised Budget 7/1/2022 - 6/30/2023	Current Period 4/1/2023 - 4/30/2023	Reported Period 7/1/2022 - 4/30/2023	Encumbrances 7/1/2022 - 4/30/2023	Amount Remaining 7/1/2022 - 4/30/2023	Percent Remaining 7/1/2022 - 4/30/2023	Last Year Period 7/1/2021 - 4/30/2022
Subtotal Regular Instruction	\$2,904,963	\$214,859	\$2,047,803	\$7,688	\$849,472	29%	\$1,815,227
Subtotal REG 9-12	\$2,880,168	\$337,358	\$2,058,464	\$0	\$821,704	29%	\$2,207,055
Subtotal Special Education	\$1,727,395	\$122,981	\$1,013,488	\$73,792	\$640,115	37%	\$1,095,618
Subtotal Staff & Student Sppt	\$670,481	\$32,396	\$477,256	\$1,039	\$192,186	29%	\$387,662
Subtotal Facilities	\$1,402,010	\$53,823	\$1,016,621	\$117,423	\$267,966	19%	\$1,001,462
Subtotal Transportation	\$776,956	\$44,593	\$506,206	\$5,364	\$265,386	34%	\$569,740
Sub Total Trans to Other Units	\$0	\$6,450	\$69,429	\$0	\$ (69,429)	—	\$64,272
Subtotal System Administration	\$441,701	\$29,512	\$361,269	\$11,620	\$68,812	16%	\$306,046
Subtotal School Administration	\$485,715	\$33,200	\$373,110	\$2,539	\$110,066	23%	\$366,444
Subtotal Other Instrn	\$75,806	\$2,881	\$41,969	\$1,583	\$32,254	43%	\$33,317
Subtotal All Other	\$100,000	\$0	\$0	\$0	\$100,000	100%	\$0
Total Expenses	\$1,103,222	\$65,593	\$776,348	\$15,742	\$311,132	28%	\$705,807
Net Revenue over Expense	\$11,465,195	\$878,053	\$7,965,615	\$221,048	\$3,278,532	29%	\$7,846,843
Subtotal CTE	\$0	\$0	\$0	\$0	\$0	—	\$0
TOTAL ALL EXPENSES	\$0	\$0	\$0	\$0	\$0	—	\$0



MISSION

RSU 63 is a community of learners dedicated to providing a safe, supportive, and challenging academic environment. Our students are respectful citizens and responsible stewards of our world. They are well prepared for high school with skills and a work ethic that enables them to succeed.

Effective Monday, February 28, 2022

Reviewed May 22, 2023

Masks are optional in RSU 63 Facilities and on RSU 63 Vehicles.

RSU 63 is not contact tracing.

RSU 63 is not participating in pooled testing.

RSU 63 operations are returning back to “pre-COVID” procedures. Students eat lunch in the cafeteria. Parent pick-up has returned to normal procedure. All activities have resumed including: sports, concerts, graduations, parent teacher conferences, and all IEP and Special Education meetings are in person. Parent meetings (i.e. Special education, IEP), may be held virtually at the parent’s convenience.

RSU 63 will continue to follow the current Standard Operating Procedure (SOP) for Investigation of COVID-19 Cases in Pre-K – 12 Schools issued by the Maine Center for Disease Control and Prevention’s Division of Disease Surveillance.



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~~2021-2022~~

2022-2023

Guide for Returning to School

Approved by RSU 63 Board of Directors on August 23, 2021

Reviewed & Revised May 22, 2023

See Addendum(s) A, B for recent revisions

The purpose of the rules and procedures in this guide is to maximize at-school, in person instruction for our students, help mitigate the spread of COVID-19, and limit the need for quarantining. We want our students healthy, safe, and in school as much as possible.

Priorities:

- Keeping the **health and safety** of students and staff the primary consideration while providing **At-School Instruction** for our students **with as little disruption as possible**.

This 2021-2022 Guide for Returning to School is based on available public health information at the time of its creation. The rules and procedures may need to be adjusted based on local conditions and guidance from public health officials.

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Health and Safety

STAYING HOME WHEN SICK

Students, staff, and visitors who have symptoms of infectious illness, such as the flu or COVID-19, should stay home and contact their healthcare provider for testing and care, regardless of vaccination status. Staying home when sick with COVID-19 is essential to keep COVID-19 infections out of schools and prevent spread to others.

1. The following questions are to be used for screening for school attendance:
 - a. Within the past 24 hours have you had a fever (100.4 and above) or used any fever reducing medicine?
 - b. Do you feel sick, have vomiting, diarrhea, or a sore throat?
 - c. Have you been told to stay home and isolate/quarantine due to COVID-19 exposure?

If the answer to any of these questions is “Yes,” stay home! Contact your health care provider and...

Parents – Contact the school secretary and let her know why your child will not be coming to school.

- **Eddington** (PreK, K, and Grade 1): _____ 843-6010
- **Holden** (Grades 2, 3, and 4): Heather Kiley hkiley@rsu63.org 843-7828
- **Holbrook** (Grades 5, 6, 7, & 8): Karen Everhart keverhart@rsu63.org 843-7769

RSU 63 Staff – Contact Sharon Haskell or Jake Morgan (drivers and custodians) and let them know why you will not be coming to work.

Reporting a Positive Case of COVID-19

If you or someone in your household has COVID-19, **STAY HOME** and report that (immediately upon confirmation of a positive test) to our school nurse, Dawna Bickford by sending an email to dbickford@rsu63.org. Please email Nurse Bickford even if it is during the night or over a weekend. Timely communication is critically important to reducing spread.

Responding to a Positive Case of COVID-19

RSU 63 will follow the [Standard Operating Procedure](#) (SOP) from the Maine CDC when responding to COVID19 among students or staff.

COVID-19 Vaccinations

COVID-19 vaccination is one of the most critical strategies to help schools safely resume full operations. **Fully vaccinated people who are asymptomatic do not have to quarantine when exposed to a positive COVID case.**

1. RSU 63 encourages all staff, eligible students, and adults who regularly interact with our students who are not already fully vaccinated to get vaccinated as soon as possible.
2. As required by the Maine Department of Health and Human Services, RSU 63 will collect and report the rates of COVID-19 vaccination among school staff serving our students.

Pooled Testing

~~Any student or staff member who participates in weekly pooled testing is exempt from school quarantine if exposed to COVID at school and is asymptomatic.~~

~~The early detection and reduction of spread provides peace of mind for students, staff, and families, as well as the added benefit of reducing education disruption and exclusion from extracurriculars due to quarantine as a close contact.~~

~~Opt-in pooled testing will be offered to all RSU 63 staff and students following Maine Department of Education's (DOE's) procedures and guidelines. Consistent with legal requirements and the Family Education Rights and Privacy Act (FERPA), parental consent will be obtained prior to any COVID testing.~~

~~More information about Pooled Testing can be found at <https://www.maine.gov/doe/covid-19/toolkit#pooled>.~~

Masks/Face Coverings

The primary route of transmission for COVID-19 is respiratory. Masks/face coverings are among the most critical tools for reducing risk and spread of COVID-19. Masks help prevent respiratory droplets from traveling into the air and onto other people or surfaces.

Students without symptoms, who attend schools requiring the wearing of masks indoors, and who are at least 3' away from an individual who tests positive for COVID-19 do not have to quarantine from the regular school day.

Select a mask/face covering that:

- Has two or more layers of washable, breathable fabric
- Completely covers the nose and mouth
- Fits snugly but comfortably against the side the face and does not have gaps
- Masks with exhalation valves are not allowed

- ~~1. All adults and students must wear a mask/face covering that covers their nose and mouth while on an RSU 63 bus or in an RSU 63 van (as per [Federal CDC order](#)).~~

- ~~2. It is highly recommended all adults, students, children over 2, wear a mask/face covering that covers their nose and mouth while in an RSU 63 school (Eddington, Holden, and Holbrook Schools) or in the RSU 63 bus garage.~~
 - ~~a. A parent/guardian must provide written permission for their child to not wear a mask/face covering while in an RSU 63 building.~~
 - ~~b. All visitors inside RSU 63 buildings are required to wear a mask/face covering.~~
 - c. Face shields may be an alternative for students with medical, behavioral, or other challenges who are unable to wear masks/face coverings. The same applies to staff with medical or other health reasons for being unable to wear face coverings. Face shields will be allowed for staff and/or students who provide medical documentation that they cannot wear face masks/coverings due to medical conditions, disability impact, or other health or safety factors.
3. **Adults and students do not need to wear masks when outdoors.** However, CDC recommends that people who are not fully vaccinated wear a mask in crowded outdoor settings or during activities that involve sustained close contact with other people.
4. Please be aware that when students who participate in sports or other activities travel to other schools, different rules for that district may apply to RSU 63 students and adults. Please respect the rules and decisions made by that district.
5. Masks/face coverings should be provided by the student/family, but extra masks will be made available by the school for students who need them. Families experiencing financial hardship and unable to afford masks/face coverings should contact the school.
6. Masks/face coverings should be replaced when soiled or wet. If the mask/face covering becomes soiled, remove and safely discard disposable masks, or store reusable face coverings in a sealed plastic bag for laundering. Perform hand hygiene after changing a soiled mask/face covering. Masks/face coverings should be washed daily.
7. Masks with exhalation valves are not allowed.
8. Incorporate outdoor learning as much as possible and incorporate mask breaks throughout the day.

Physical Distancing

Physical distancing is another important practice that helps reduce transmission of the virus. We aim for three to six feet of distance between individuals whenever possible.

- ~~1. When eating, students must be at least three feet apart and facing the same direction.~~
- ~~2. Desks will be spaced three feet or more apart and facing the same direction.~~
- ~~3. Unvaccinated adults must maintain a distance of six feet from other adults and students.~~

Hand Hygiene

Frequent hand hygiene reduces the risk of transmission of COVID-19 by removing pathogens from the surface of the hands.

1. Students will receive training on good hand hygiene practices and receive frequent reminders through verbal prompts, signs, and other means.
2. All students and staff will use hand hygiene (handwashing or hand sanitizer) frequently throughout the school day.
3. Handwashing is the best option. When handwashing is not practicable, use a hand sanitizer with at least 60% alcohol.
4. Hand sanitizer is placed in all classrooms and at key locations.
5. Students will be taught and reminded to cough or sneeze into their elbow when not wearing a face covering or alternatively, cough or sneeze into a tissue, discard the tissue into trash container, and then perform hand hygiene.

Personal Protective Equipment (PPE)

1. All RSU 63 schools have standard healthcare supplies (e.g., masks and gloves).
2. The school nurse and school secretaries have access to appropriate medical PPE to use in clinic and with symptomatic students or adults. This PPE includes N95 masks, surgical masks, gloves, disposable gowns, and face shields or other eye protection.

RSU 63 Facilities

1. Drinking fountains will only be used as water-fill stations. Staff and students should bring water bottles, and cups will be provided for drinking fountain use for those who do not have a water bottle. Drinking fountains will be cleaned and disinfected and have signs for proper use.
2. Lines will be eliminated to the greatest extent practicable. Where lines are unavoidable (e.g. near doors, sinks, bathrooms, or other places where students may line up), three to six feet of distance between individuals will be maintained.
3. ~~Signs will be at entrances and throughout buildings (particularly high traffic areas), alerting staff and students to physical distancing requirements, face covering policies, and hand hygiene protocols.~~

Ventilation

Ventilation is another component that helps reduce transmission of COVID-19. RSU 63 is in the process of renovating the heating and ventilation systems at all three of our schools. This will cause some disruption throughout the school year but is an important health and safety upgrade. We will continue to bring in as much fresh air from outdoors as possible.

1. ~~Windows and doors will be open, when feasible, to maximize ventilation, especially when eating or if the room is near maximum occupancy.~~
2. ~~Fans will be used to increase the effectiveness of open windows. Fans should be safely secured to blow potentially contaminated air out of a window and pull new air in through other open windows and doors.~~

Cleaning and Disinfecting

1. RSU 63 facilities will be thoroughly cleaned and disinfected daily.
2. Products used will meet EPA disinfection criteria. We will continue to follow safe and correct usage and storage practices for cleaning and disinfection products, including storing products securely away from children.
3. Students will not participate in disinfecting activities.

BUSING and TRANSPORTATION

COVID-19 presents many unique challenges regarding the busing and transportation of students. **Please consider transporting your child(ren) to school.**

Our traffic flow patterns, drop off, pick up, and building entry points may be different from what we have used in the past. **PLEASE USE CAUTION.**

Students can be dropped off at the Eddington and Holden Schools from 7:55am until 8:25am. Prior to 7:55am, students will need to wait in the vehicle with their parents. When arriving between 7:55am and 8:15am, students can enter the school and go to the cafeteria to get a breakfast or go straight to the playground. After 8:15am, students should be dropped off at the front door.

Students can be dropped off at the Holbrook School from 7:45am until 8:25am. Prior to 7:45am students will need to wait in the vehicle with their parents. When arriving between 7:45am and 8:25am, students can enter the school and go to the cafeteria. At 8:05, students can start moving from the cafeteria to their homerooms.

~~Student pick up at the end of the day will be the same as last year.~~

~~Parents can pick up students from the Eddington and Holden Schools from 2:55pm until 3:15pm. Parents will need to wait in the parking lot for their child(ren) to be brought out of the building.~~

~~Parents can pick up students from the Holbrook School from 3:05pm until 3:30pm. Parents will need to wait in the parking lot for their child(ren) to be brought out of the building.~~

Riding in an RSU 63 Bus or Van

~~Students are required wear a facemask on an RSU 63 bus or van.~~ Students must remain in the seat assigned to them by the driver. Students who do not follow these rules will not be allowed to ride in an RSU 63 vehicle.

1. RSU 63 drivers will practice all safety actions and protocols as indicated for other staff (e.g., hand hygiene, face coverings).
2. ~~Masks/face coverings are required (as per Federal CDC order) to be worn by all adults and students (including those in Pre-Kindergarten) when on the bus/in an RSU 63 van.~~
3. ~~Hand sanitizer is available when entering and exiting the bus.~~
4. Students must remain in their assigned seats.

5. ~~Windows will be open as weather permits.~~
6. All other RSU 63 rules and policies regarding student transportation will be followed.

FOOD and NUTRITION SERVICES

School meals play an important role in addressing food security for students. COVID-19 has not been shown to be a food-borne disease. Standard food preparation guidelines will be followed, with special consideration for masking and physical distancing between food service staff in the kitchen and when in contact with students/staff.

1. Food preparation and service procedures will be adjusted to maintain physical distance and support compliance with health and safety protocols.
2. All our Food and Nutrition Services employees will follow cleaning and disinfecting protocols aligned with CDC guidance and will wear face coverings during food preparation and service.
3. RSU 63 will provide **breakfast and lunch free to all students.** ~~Students will eat at least 3 feet apart.~~ This may occur in classrooms, outdoors, and in cafeterias/gymnasium.

Even though meals are free for all students, we need parents to help by taking the time to complete the confidential Meal Benefit application found at <http://rsu63.nlappscloud.com>

Our schools benefit from the data that is gathered from the application. Examples include school meal reimbursements, funding for our elementary literacy programs, after school and outdoor education funding and resources, special education funding, teacher loan forgiveness, and funding provided through the Maine State Legislature/Essential Programs and Services formula.

To prepay for snack milk (Eddington and Holden Schools) or a la carte items (Holbrook School) on-line using a credit or debit card. Please click the MySchoolBucks link below. Payments can be made whenever it's convenient, 24 hours a day, 7 days a week, 365 days a year.

If you have lost or need your child's student number to register for a free account, please contact your child's school.



Questions or issues creating or managing your account? Contact mySchoolBucks directly at (855)-832-5226.