

RSU 63 Board Meeting
Date: November 28, 2016
Location: Eddington Elementary School

Minutes

Members Present:

Town of Clifton – Dola Hinckley

Town of Eddington – Rusty Gagnon and Nikki More

Town of Holden – Daniel Allen, Chris Galinski, and Jennifer Newcomb

Susan M. Smith, Superintendent of Schools

Members Excused:

Town of Eddington – David McCluskey

Town of Holden – Suzanne Wieland

The meeting was called to order by Vice Chair Rusty Gagnon at 6:32 p.m. A flag salute was conducted and a moment of silence was observed in memory of Isaiah Michael Perry.

Approval of Minutes: Motion by Jennifer Newcomb with a second by Daniel Allen to approve the October 24, 2016 regular meeting minutes as written.

Vote: 5 yes, 0 opposed, Nikki More abstained

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

We are really proud of all of our sports teams and all of our student athletes. The Boys A Soccer team was league champion. The Boys Cross-Country Team placed 1st, Girls placed 2nd, the Combined Team placed 3rd for sportsmanship. Mrs. Roberts, one of our cross-country coaches, was present in the audience. It was an exciting evening when the students received their awards and nice to see Holbrook runners place first, second and third.

Tom Colman was recently recognized as a Maine and National Writing Project Teacher-Leader. A display that is part of Mr. Coleman's writing project was on the table at the entrance of the gym. He shared his work this past weekend at the STEM Summit at Point Lookout in Northport, ME. There is a great picture of Mr. Coleman explaining his project to the Provost of the University of Maine, Jeff Hecker. This is quite an honor for Tom and our district. It is really nice to see some of his work around writing in science recognized.

Cody Matson and the students of bus L were recognized by their bus driver, Malcom Coulter. Mr. Coulter sent a nice letter to Superintendent Smith and Mr. Morgan commending Cody for helping a younger student. When Cody got on the bus, his fellow students clapped for him. It was a really touching letter.

Riley Farrar was the winner of the Holden Historical Society's essay contest. We had 7 students receive prizes from the Holden Historical Society. This was the first time this writing contest was held and they hope to make it an annual event. On Saturday evening,

November 26th, the fire truck brought Santa over to the Historical Society in Holden. Santa gave stuffed animals to all the kids. Many of those children and families had also been at the event Friday to help us understand the loss of Isaiah a little bit better, grieve, and learn about that process together. To see those families and kids have the chance to be families and kids with stuffed animals and Santa was wonderful. This was very nice of the Historical Society and great timing.

Our Holbrook Civil Rights Team was 1 of 8 across the state recognized for their work. Because of that, we have the opportunity for an artist who goes by the name "Pigeon" come and do some temporary artwork in our hallways at the Holbrook school. The artwork will focus on the concepts of belonging and inclusion. We would like to thank Sara Miller and our Civil Rights Team for putting together that proposal and doing a great job in the work they do.

Acceptance of Gifts/Donations:

We received notice of \$500 for the Holbrook School from Circle K- Fuelling Our Schools. Circle K (at Irving on 1A in Holden) also donated two \$50 dollar gas cards to RSU 63. Superintendent Smith suggested we give those cards to the Perry family along with our condolences card. The Board agreed unanimously.

Superintendent Smith thanked the Brewer McDonald's. They brought coffee and muffins to our staff during the Professional Development Day on Tuesday, November 21st. They also brought coupons that can be used at the Brewer McDonald's all year long and some activities that can be used for indoor recess.

Donors Choose is a website where teachers can put out special projects and donors can choose to fund them. RSU 63 has three projects that were recently funded by Donors Choose; beanbag chairs for Mrs. Perry's Grade 1 classroom (\$461), wobble stools for Mrs. Palmers 3rd Grade class (\$535), and cameras and a sand/water tub for Mrs. Higgins' PreK classroom, (\$427.31).

Jennifer Newcomb mentioned additional sad news. Richard Perry was very active on the school board for many years in Holden. He passed away on Thanksgiving, at the age of 79. He had been sick over the summer with cancer. Dick and all the work he has done for our community was recognized. The Board will send a card to Dick Perry's family.

Dola Hinkley acknowledged all the e-mails received in the last few days about Isaiah's passing. She thanked Susan Smith for keeping us all updated. She appreciated that it was a hard position to be in and was handled it very well. Dola Hinckley also recognized the teachers and the people who knew the Perry family. It has been a struggle this week. She thanked everyone and expressed hope that is something they never have to go through again.

Presentation: None

Questions and Comments from the Public: None

Next Meeting Dates:

Budget & Finance Committee – Tuesday, December 13, 2016 at Holbrook School, 2:30 pm
Policy Committee – Monday, December 5, 2016 at Holbrook School, 6:15 pm
Curriculum Committee – Tuesday, January 10, 2017 at Holbrook School, 5:30 pm
Technology Committee – Tuesday, February 7, 2017 at Holbrook School, 3:30 pm
New School Committee – A meeting was held at prior to the Board Meeting. The next meeting date will be set after we receive some information from Oak Point Associates.
Wellness Committee - Tuesday, November 29, 2016 at Holbrook School, 3:15 pm

These meetings are all open to the public.

Reports:

Superintendent Smith thanked Jesse Gauthier for the tremendous amount of work he has done getting files and documents prepared for the State review of our Special Education Department. It's been a herculean effort for someone just stepping in that department.

Rusty Gagnon asked Jake Morgan about trying to find an updated van for a bargain price. Mr. Morgan will start looking. Rusty Gagnon also asked about a transportation contract for Dedham. An RFP (Request for Proposals) is expected from Dedham in December.

Budget and Finance:

During the Budget and Finance Committee meeting, the FY17 actuals to date were reviewed along with the hot lunch program and grants. The biggest item on the agenda was scales for support staff who are not covered under a contract. Kelly Theriault included the scales in her written report. These include a 1% increase next year for mechanics, transportation, custodians, and secretaries who are at the top of the scale.

Superintendent's Report: Superintendent Smith added to her written report. She thanked the community. Our emergency medical technicians, the police department of Holden, the Penobscot Sheriffs department, Community Health and Counseling have been wonderful people to work with. Superintendent Smith also wanted people to know we had two work shop days, Monday and Tuesday November 21st and 22nd. We have focused quite a bit this year on how the brain develops and how to help kids who have been living with stress and trauma. We also learned about what makes students resilient. All of our employees, including cooks, bus drivers and coaches have had youth suicide prevention training within the last 18 months. Many of our staff members have completed the Department of Health and Human Services (DHHS) "Mandatory Reporter" training. This training is a new law that just went into effect. We will make sure our employees receive that training. Teachers have worked hard to ensure they have new knowledge they can use in the classrooms and for keeping our kids safe.

RSU 63 Chair's Report: No report.

Motion by Jennifer Newcomb with a second by Nikki More to approve the reports.

Vote: 6 yes, 0 opposed

Old Business: No old business discussed

New Business:

1) Professional Growth and Evaluation System - Last May we presented our teacher evaluation system to the State and received feedback from them. We were applauded for our district-wide goals and for including reading in all contact areas and across all grade levels. We were all so applauded for our peer review section, but the State said teachers need to be allowed to decide if they would like peer review to be part of their summative evaluation or just formative, for information. The Steering Committee met and recommend the language below, be added to the evaluation system. We will then resubmit that document to the State.

Motion by Jennifer Newcomb with a second by Nikki More to add the following language to the RSU 63 Professional Growth and Evaluation System.

Vote: 6 yes, 0 opposed

“It is imperative to all staff they understand the peer review is a formative process and should not count as part of an educator’s summative effectiveness rating unless they so choose.”

When a teacher chooses to include their peer review score in their summative rating, that score will count as 5% of the overall effectiveness rating.

If a teacher chooses *not* to include their peer review score in their summative rating, that 5% will move to the Professional Growth category which will then be 25% of the overall effectiveness rating. The teacher must indicate this in a separate action step in their Professional Growth Plan. The step should clearly state, “DO NOT USE MY PEER REVIEW SCORE.” The teacher will also need to add a date and save the action step.”

2) Discussion of Law Firms Drummond & Woodsum and Brann & Isaacson –The Board decided not to spend money to have Brann & Isaacson come to a meeting for a presentation or workshop. The Board is interested in having Peter Lowe from Brann and Isaacson represent RSU 63 on occasion. Superintendent Smith will check into the legal issues and make sure we are not required to use Drummond and Woodsum. She will then call Peter Lowe and let him know are interested in using Brann & Isaacson’s legal services.

3) Pre-Kindergarten for 2017-18 – The Pre-Kindergarten Advisory Committee met in October. Nikki More shared that this committee discussed how it is going so far this year with the changes that were made. We’ve had some good-feed back from the parents. There were some transportation issues at the beginning of the year. The tables in the lunchroom are too big for the Pre-K kids. Mr. Spencer is looking for new tables that are more appropriately sized for for the Pre-K students.

We had seven students on our Pre-K waiting list this year. Two of those students have Superintendent Agreements for Dedham because they had space there. We are full with 32 Pre-K kids this year. If we had 3 sessions next year, we would be able to provide for all the students in our district who are at the age to attend Pre-K.

Motion by Jennifer Newcomb with a second by Dola Hinckley to support adding an additional class of Pre-K for the 2017-18 School Year.

Vote: 6 yes, 0 opposed

The addition of Child Care for Pre-K students next year was discussed. This discussion will continue at the December Board Meeting. Nikole Wilkinson provided letter regarding Pre-K Childcare to Rusty Gagnon and the Board.

4) New School Application – The New School Committee met tonight at 5:30 and reviewed the Major Capitol School Construction application and proposal from Oak Point Associates, along with other documents. At the committee meeting it was decided we should go forward with the Oak Point proposal, which is a \$9,000 dollar cost for them to complete the application. It was also decided that Superintendent Smith should contact Oak Point about a time line, what would need to be done, by whom, and by which dates. The application has to be submitted to Maine DOE by April 14, 2017. Many of requirements of the application have already been done by Oak Point or other companies, so we are a bit ahead of the game. Hopefully we will come out well on the competitive list for State funding.

Motion by Dola Hinckley with a second Daniel Allen to go forward with the new school application.

Vote: 6 yes, 0 opposed

Motion by Dola Hinckley with a second Daniel Allen to contract with Oak Point to complete the the new school application for their proposed \$9,000 fee.

Vote: 6 yes, 0 opposed

5) Policies – The Policy Committee asked that three policies be rescinded because they are duplicates of policies already in place.

Motion by Jennifer Newcomb with a second Nikki More to rescind Policy GBA – Affirmative Action Plan, Policy GBAA – Discrimination and Harassment Complaint Procedures, and Policy GBEB – Employ Chemical Abuse.

Vote: 6 yes, 0 opposed

The Policy Committee recommends tabling Policy GBEB – District Personnel Dress Code, Draft 1st Reading.

The Policy Committee recommends two policies for approval. Impact base-line testing for concussions was discussed. The school district will inform parents about Impact testing.

Motion by Nikki More with a second Jennifer Newcomb to approve Policy EFE – Competitive Food Sales – Sales of Food in Competition with the School Food Service Program Affirmative Action Plan and Policy JJIF – Management of Concussions and Other Head Injuries

Vote: 6 yes, 0 opposed

Personnel Actions:

1. Resignations: Substitute Bus Driver Cheryl Esteys has resigned
2. Leaves: Mary St. Peter is taking Family Care Leave.
3. Elections: None
4. Appointments: The following appointments to RSU 63 have been made since the last board meeting; Jacob Joy – After School Educational Technician II, Gage Alley – “A” Cheering Coach, Abbey Gibbs – “B” Cheering Coach, and Amanda McDonald – Girls “B” Basketball Coach.
5. Searches: We are still looking for a Chess Coach and Substitute Bus Drivers.
6. Reassignments: John Clark has been reassigned from Part-time Substitute Bus Driver to Full-time School Year Employee.

Questions and Comments from the Public: None

Executive Session: At 8:03 p.m. a motion was made by Daniel Allen with a second by Jennifer Newcomb to go into executive session to discuss the evaluation of officials/appointees/employees pursuant 1 M.R.S.A. 405(6)(A).

Roll call was taken with all members replying “Yes.” Vote: 6 yes, 0 opposed.

At 9:06 p.m. a motion was made by Jennifer Newcomb with a second by Chris Galinski to adjourn the meeting. **Vote: 6 yes, 0 opposed.**

Respectfully submitted,



Susan M. Smith
Superintendent of Schools