

**RSU 63 Board of Directors
Monday, September 24, 2018
6:30 p.m. at Holden Elementary School
Agenda**

Call Meeting to Order

Flag Salute/Moment of Silence

Approval of Minutes for August 26, 2018 Board Meeting

Recognition and/or Awards of Students, Staff and Others

Acceptance of Gifts/Donations

Presentation

1. Overall Student Growth & Development (including High School) – Richard Modery & Joy Walters

Board Discussion Regarding Presentation

Questions and Comments from the Public

Dates of Next Committee Meetings

1. Policy Committee: Monday, October 1, 2018 at 6:00pm, at Holbrook
2. Budget & Finance Committee: Tuesday, October 16, 2018, at 5:15pm, at Holbrook

Budget and Finance

1. Business Manager Report
2. Budget and Finance Committee

Superintendent's Report

RSU 63 Chair's Report

1. Superintendent Evaluation Forms and Process

Acceptance of Reports

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

Old Business

New Business

1. Grade Level Agreements & Instructional Materials for Health – Hillari Morgan
2. Revisions to Peer Component of the Professional Growth & Evaluation System
3. Policies to Approve
 - a. BBB – Board Membership/Elections and Appointments
 - b. BDE – Committee Structure, Assignment, and Reporting
 - c. BEA – School Board Meetings, Procedures, and By-Law
 - d. BEDB-R – Agenda Format
4. Policies to Rescind
 - a. BE – Types of School Board Meetings
5. Elections of Delegate to the Maine School Board Association Assembly

Personnel Actions

1. Resignations
 - a. Amy Shepherd – Special Education Educational Technician III

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2. Reassignments

- a. Dan Duran – Girls “A” Soccer Coach
- b. Jennifer Hancock – Special Education Educational Technician III

3. Elections (Board Vote Required)

- a. Brandy Walsh – Grades 5-8 Art/Health Teacher

4. Appointments

Staff

- a. Rachel Downs – Educational Technician III, Eddington
- b. Katherine Campbell – Long Term Sub, Holbrook
- c. Ethel Hill – Long Term Sub, Holbrook

Fall Coaches

- a. Assistant Cross-Country - John Marchelletta

5. Searches

- a. Bus Driver
- b. Special Services Educational Technician II or III – Eddington
- c. After School Program Instructors
- d. Substitutes

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: August 26, 2018
Location: Holbrook Middle School
Minutes

Members Present:

Town of Eddington: Rusty Gagnon and Steven Carr

Town of Holden: Jennifer Newcomb, Gavin Robinson, John Hutchins, and Heather Charity

Town of Clifton: Linda Graban

Superintendent of Schools: Susan M. Smith

Members Absent:

Town of Eddington: Christina McLeod

Board Chair, Rusty Gagnon called the meeting to order at 6:33pm. A flag salute was conducted and a moment of silence was observed.

Approval of Minutes:

Motion by Jenn Newcomb with a second by John Hutchins to approve the minutes from the June 18, 2018 Board Meeting.

Vote: 7 Approved; 0 Opposed

Recognition and/or Awards of Students, Staff and Others: Superintendent Smith recognized and thanked teachers and staff for their years of service. Five Years of Service: Mindy Perry, Rita Lovejoy, Peter Walsh, and Kelly Theriault; Ten Years of Service: Amy Faulkner, John Clark, Keith Kennedy, and Richard Modery; Fifteen Years of Service: Steve Sanborn; Thirty Years of Service: Richard Slowikowski and Don Spencer. Thirty-Five Years of Service: Robert Merritt.

Acceptance of Gifts/Donations:

McDonald's provided muffins, fruit & yogurt parfaits, and coffee for breakfast at the Monday professional development day. The RSU 63 Teachers' Association provided a large variety of breakfast foods and drinks for Tuesday's professional development day. The Seminary Hill Daylight Masonic Lodge presented a check to Brenda DeRoche and Susan Smith for \$600 to provide snacks at the Holden Elementary School for children in need. Kristen Russell received a Courageous Steps Project Wishlist Initiative donation of \$500 for sensory learning equipment.

Questions and Comments from the Public: None

Dates of Next Committee Meeting:

Budget & Finance Committee: changed to Thursday, September 6, 2018, at 5:00pm, at Holbrook Middle School

Policy Committee: Monday, September 10, 2018, at 6:00pm, at Holbrook Middle School

Curriculum Committee: Tuesday, September 11, 2018, at 3:30pm, at Holbrook Middle School

Budget and Finance:

Budget and Finance Committee has one action item for the Board from their August meeting. A handout of quotes from O'Connor and W.C. Cressey was provided to all Board Members. The purchase of a bus was approved in the Warrant Articles for up to \$90,000. The Budget and Finance Committee recommends the purchase of a Gas Bus at the cost of \$85,827. Bus 90 needs replacement due to a cracked frame per the inspection by State Police. The Department of Education has approved emergency replacement funds which authorizes the State to start reimbursement this fiscal year.

Motion to purchase a 2019 77 Passenger Blue Bird Conventional Gas Engine Bus from O'Connor by Jenn Newcomb with a second by Heather Charity.

Vote: 7 Approved; 0 Opposed

Superintendent's Report:

Superintendent Smith provided every Board Member a copy of the recent contract from Oak Point. She advised that Oak Point has been contacted by ESG. ESG will be paying Oak Point the \$14,500 to provide the Cost Benefit Analysis. Oak Point will be looking at four options. The four options are: 1) Expand Holbrook; 2) Maintain Holbrook and Eddington; 3) Maintain Holbrook and Holden; and 4) Keeping all three existing schools. The option of building a brand-new school has been removed. Ms. Gagnon stated the contract from Oak Point has an error. In two parts of the contract, Oak Point indicates five options rather than four.

RSU #63 Chair's Report:

Ms. Gagnon noted there are three recommendations under New Business that she is going to make. In her written report, she indicated her reasoning for the recommendations. She referenced the RSU 63 School Board 2018-19 Presentations and New Business Topics. Ms. Gagnon advised this lists out the tasks that need to be completed this school year and stressed the importance of Board Members attending meetings prepared.

Acceptance of Reports:

Motion to approve written and verbal Budget & Finance, Superintendent, and Board Chair Reports by Steve Carr with a second by Jenn Newcomb.

Vote: 7 Approved; 0 Opposed

New Business:

Timing of Executive Sessions in the course of a Board meeting: Ms. Gagnon stated in her Chair's Report two options for the timing of the Executive Sessions. 1) Executive Sessions be conducted at Special Board meetings specifically for that purpose; 2) Schedule Executive Sessions at the beginning of the regular Board meeting, with Executive Sessions starting at 5:30pm or 6:00pm and the public Board meeting continuing at 7:00pm.

Discussion: Jenn Newcomb thinks it is a good idea to move the Executive Session as it has been difficult in the past to make Executive decisions when you are mentally tired after a long meeting. She was unsure if 5:30pm was feasible for all Board members. Ms. Gagnon stated if there is a quorum, the Board could start on time with other members arriving as soon as they could and would be brought up to speed. Superintendent Smith stated she

was unsure if legally Board members could arrive late for Executive Sessions. She was going to check with legal counsel.

Motion by Heather Charity with a second by Steve Carr to move Executive Sessions to 5:30pm before regularly scheduled Board Meetings.

Vote: 7 Approved; 0 Opposed

Eliminating standard Board Meetings in July and December: Ms. Gagnon advised, per policy, board meetings are to be held monthly. As the Board has not met during the month of July, she feels the policy needs to be updated. The December meeting is listed as "if needed" on the Board schedule. Ms. Gagnon's recommendation would be to eliminate the December Board meeting unless important Board business could not be incorporated into the November or January Board meeting agendas.

Discussion: Jenn Newcomb recommends leaving December on the schedule. It is part of the commitment as a Board member. The meetings are already long and there is a lot of work that needs to be done. If we remove the December board meeting, people will make plans and if a meeting becomes needed there possibly would not be enough members available for a quorum. Mr. Hutchins agrees with Ms. Newcomb the month of December should be left.

Motion by John Hutchins with a second by Steven Carr for no regularly scheduled Board meeting in July and regularly scheduled meeting in December will be held if needed.

Vote: 7 Approved; 0 Opposed

Monthly review and approval of administrative reports by the Board: Ms. Gagnon advised it is the Superintendent's responsibility to review and approve the Administration reports that are provided in the Board packet and posted online, not the Board's responsibility. She recommends the Administrative reports be removed from the monthly Board packet and have the Superintendent give an overview every few months. Superintendent Smith does not feel the removal of Administrative reports from the Board packet will shorten the Board meetings. Ms. Graban stated she liked reading the Administrative Reports. Ms. Newcomb also likes reading the Administrative Reports and feels that eliminating the monthly reports adds more work to the Superintendent.

No motion was made.

Review of Work Done Towards Future RSU 63 Building Options by Ms. Gagnon:

Phase I consisted of forming an Ad Hoc committee, conducting internal demographic and needs studies, and planning. Phase I resulted in the reconfiguration of grade levels at Eddington and Holden.

Phase II consisted of Oak Point completing the first review and assessment of the structures and systems to maintain the buildings over the next 20 years and an external student population study. The New School Community Committee was formed.

Phase III started last year. The New School Community Committee reconvened and applications were submitted to the State of Maine for a State Funded New School.

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Phase IV is the current stage the District is in. Talks of moving forward with Cost Benefit Analysis with Oak Point began, ESG reached out to offer their services. The State Funding Report was released and we found that we are not going to receive any State Funding for a new school.

Steve Carr recapped his understanding of the options: 1) Keep all three schools as they are; 2) Close Eddington School, keep Holden School and Holbrook School; 3) Close Holden School, keep Eddington School and Holbrook School; 4) Combine all schools onto one campus at Holbrook. Other Board members agreed with Mr. Carr's recap. Mr. Hutchins said a lot of this information is here-say and discussion can't take place until we get the report from ESG and Oak Point. Ms. Gagnon asked the Board if they should ask the New School Community Committee to meet before the ESG and Oak Point report is completed. Ms. Newcomb agreed with Mr. Hutchins and stated discussion and decisions cannot be made until the reports are provided from Oak Point and ESG. Superintendent Smith advised reports should be ready for a December workshop and felt the New School Community Committee should be invited to attend. Ms. Gagnon asked the Board to set a date of December 3 or December 10 for a Board Workshop to review the Oak Point and ESG reports. The Board agreed December 10 would be best date. Superintendent Smith stated she would confirm with Mr. Bresnahan regarding the reports completion date and if they would be ready for a December 10 meeting.

Ms. Gagnon asked the Board if they should contract with a Third Party to interpret and confirm the information from ESG and Oak Point. Ms. Newcomb stated the Board should wait until the reports are done from ESG and Oak Point before making any further decisions. The New School Community Committee has many contacts to help interpret and confirm the information. If further input is needed after reading through the report, the Committee and Board can discuss at that time.

Personnel Actions:

Resignations:

Ashton Carmichael, Ed Tech III Librarian at Holbrook; Amy Clement, Grade 6 & 8 Social Studies Teacher; Jason Staples, Custodian at Holbrook; Tara Ring, Kindergarten Educational Technician III; Danielle Nason, Grade 2 Teacher, Lynn Nickerson, Grades 5-8 Art Teacher, Elaine Doyle, Grade 7 Teacher

Reassignments:

Desiree Doughty, Grade 6 & 8 Social Studies Teacher; Michelle Hardy, Librarian Educational Technician at Holbrook; Terry Farren, Cook at Holbrook

Elections:

Motion by Jenn Newcomb with a second by Steve Carr to approve the elections of John Marchelletta, Grade 6 & 8 Science Teacher; Deborah Nadeau, Grade 2 Teacher; Janet Nichols, Elementary School Counselor; Robert Simko, Grade 6 Teacher

Vote: 6 Approved; 0 Opposed (Ms. Charity left the room and was not present for this vote.)

Appointments

Staff:

Richard Elliott, Holden Custodian; Ryan Porter, Eddington Custodian; Daniel Duran, Educational Technician III at Holden; Jennifer Hancock, Kindergarten Educational Technician III

Fall Coaches:

Rick Slowikowski, Boys Soccer; Sherri MacLaren, Girls Soccer; Danielle Miller, "B" Soccer; Desiree Doughty, Cross-Country; Daniel Duran, Assistant Cross-Country Coach

Stipends:

Michele Archambault, Assistant to the Principal, Athletic Director, and Student Council at Holbrook; Deanie Brownell, Math Team Advisor; Karen Everhart, Yearbook Advisor at Holbrook; Beth Davis-Spencer, Middle School Music Co-Curricular; Brenda DeRoche, Assistant to the Principal at Eddington and Elementary Substitute Caller; Becca Jordan, Assistant to the Principal at Holden; Joy Walters, 504 Coordinator at Holbrook; Kathy Jellison, Elementary Music Co-Curricular

Mentors:

Becca Jordan, Julia Alley, Debra Colbry, Krista-Rae Helms, Deanie Brownell, Kaitlin Michaud, Brenda DeRoche, Sara Miller, Maddie Roberts, Michele Archambault, Hillari Morgan, Ashley Perry, Lisa Beers, Bob Merritt, Peter Walsh

Searches:

Searches continue for Substitutes, a Bus Driver, and a Grades 5-8 Art/Health Teacher

Questions and Comments from the Public: None

Adjournment:

At 7:43pm a motion was made by Jenn Newcomb with a second by Linda Graban to adjourn the meeting.

Vote: 7 Approved; 0 Opposed

Respectfully submitted by,

Susan M. Smith

RSU #63 Superintendent/Director of Curriculum and Instruction

Approved:

POLICY COMMITTEE MINUTES
Meeting: September 10, 2018

DRAFT

Members Present: Heather Charity, Christina Harmon McLeod, John Hutchins

Also Present: Susan Smith (Supt.)

- I. **Call to Order:** The meeting began at 6:05 PM.
- II. **Election of Chair:** Christina Harmon McLeod nominated John Hutchins as Chair of the Policy Committee. Seconded by Heather Charity and accepted by John Hutchins. (Vote: 3 yes, 0 no)
- III. **GCBi:** The draft staff survey component of the **Annual Evaluation of the Superintendent** was reviewed and discussed. The “Self-Improvement” question will be removed and this document will be shared with the full Board of Directors.
- IV. **CB-R Superintendent of Schools Job Description** was reviewed, discussed, and edited. The suggested changes will be made. This policy will be brought back to the Policy Committee for their review at the next meeting.
- V. The following draft policies were reviewed, discussed, and edited. The (minor) changes will be made by Supt. Smith. These policies will then be shared with the full Board of Directors.
 - a. **BBB: Board Membership/Elections and Appointments**
 - b. **BDE: Committee Structure, Assignment, and Reporting**
 - c. **BEA: School Board Meetings, Procedures, and By-Law**
 - d. **BEDB-R: Agenda Format**
- VI. **BE: Types of School Board Meetings** was reviewed and found to contain the same information as policy BEA, which is more comprehensive. The Policy Committee recommends policy BE be rescinded.
- VII. **Recommendation of Policies for Next Meeting:**
 - a. CB-R Superintendent of Schools Job Description
 - b. EBCA - Comprehensive Emergency Management Plan
 - c. EBCC - Bomb Threats
- VIII. **Next Meetings:**
 - a. Monday, October 1, 2018 at 6:00 PM in the Holbrook Conference Room
 - b. Monday, November 5, 2018 at 6:00 PM in the Holbrook Conference Room

The meeting adjourned at approximately 6:55 PM.

B&F Meeting Minutes from 9/6/2018

Called to order 5:02

Present: S.Carr, J. Newcomb (arrived at 5:20), G. Robinson, Superintendent Smith, Business Manager Theriault

- Facilities
 - Heating system/controls at Holbrook not all operational. Company no longer makes them. ESG to give suggestions.
 - Roof leaking in Holbrook. ESG also giving suggestions.
 - Holden generator out of operation. Jake getting quotes to repair rather than replace.
 - Holden doors have been wired to Secretary's desk.
 - Flashing lights ordered and arrived and now need to be installed.
- Transportation
 - Bus purchased and delivered.
 - Stripping Bus 9 (old) for parts.
 - Small Bus is now ordered, expect by end of October.
 - Van needs new transmission (\$3,700 quote).
 - Borrowing van from Dedham to cover runs right now.
 - Old plow truck for sale, advertised on social media and signage. Sealed bid.
- Financials
 - Gifted & Talented (G&T) - will start seeing expenses hitting those lines.
 - Discussed State funds for G&T; need a G&T endorsed teacher. Application due 9/30.
 - Special Ed - will see more Ed Tech expense than budgeted due to student needs, but overall costs are currently lower than budgeted.
 - 16 or 17 new high school students moved into the district this summer. We do not yet have a good sense of who moved out in order to compare expenses to what we have budgeted in the 204-207 line-items (Reg Ed 9-12). Will know once the tuition bills arrive (as families do not notify us that they are leaving).
 - Superintendent agreement requests are down. Four approved to come to the district.
- Student Activities
 - Reviewed accounts that operate as non-profits under the district tax ID #.
 - Newcomb questioned fundraising and communications around balances rolled towards future expenses/classes. Discussion around what practice should look like. Smith will research this as well as what some sub-accounts are for and what current amounts might be designated for.
 - Suggested that we better understand income & expenses for line items year over year.
 - Discussed OM/DI funds being stale and looking at technology related expenditures in the future.
 - Discussed how these accounts are reconciled.
 - Discussed compensation of staff when working events for these organizations.
- Next Meeting October 16, 5:15 @ Holbrook
- Adjourned 6:10



EDDINGTON ELEMENTARY SCHOOL

HOLDEN ELEMENTARY SCHOOL

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

Don Spencer, principal dspencer@rsu63.org
Mindy Perry, secretary mperry@rsu63.org
Janet Nichols, school counselor jnichols@rsu63.org
Dawna Bickford, school nurse dbickford@rsu63.org

Don Spencer, principal dspencer@rsu63.org
Heather Kiley, secretary hkiley@rsu63.org
Janet Nichols, school counselor jnichols@rsu63.org
Dawna Bickford, school nurse dbickford@rsu63.org

"RSU 63 engages all students in high quality academic and co-curricular programs and supportive learning environments so they may succeed in school and reach their fullest potential in life"

I submit my September board report on behalf of the students and staff at the Eddington & Holden Elementary Schools. After almost a month into the school year, we have **118** students at Eddington (PK **32**, K **41**, 1st **45**) and **140** students at Holden (2nd **41**, 3rd **47**, and 4th **52**) for a total of **258**.

The warm weather has been nice and the students are enjoying the outdoors as much as they can. We were able to have our Kindergarten students screened the first few days of school. The staff really finds that a good time to get information about the children. It does appear that having students come 3 days, then 4 days, and finally a full week is a great way to get the classes into their routines and adjusted to their new schedules.

We had another nice turnout of parents on both curriculum nights as they heard about their child's classroom expectations, progress reports, grade level brochures, and so much more. The staff continues to do a nice job of keeping parents updated and informed. We all know that a student's success is supported not only by the school, but parents at home as well. Remember to read and practice math facts at home.

Safety continues to be a high priority and both schools are off and going with fire drills. My thanks to the Holden & Eddington Fire Departments for their assistance in getting these done. The children do a wonderful job of exiting the buildings in a timely and orderly fashion. Well done!!!!

Our 2nd-4th grades have been busy taking the NWEA's (math & reading assessments) and all classes have been completing their fall writing prompts.

The first meeting of the PTG was held in the middle of this month. The goal of supporting students and staff, while adding to the Holden playground will be their priorities. The year looks to be busy and full of fun; that is for sure.

We had our first assemblies at both schools and introduced new students and staff. We also kicked off our only fundraiser of the year on September 14th. My thanks to all students, staff, parents, and friends who help support this annual event. The profit continues to bring speakers into the schools, provide field trips, and so much more.

The year promises to be an educational, exciting, and fun filled adventure; one that I look forward to each September.

Respectfully submitted,

Don Spencer

Holbrook School
Principal's Report
9-12-18

DRAFT

Current Enrollment:

Grade 5	54
Grade 6	60
Grade 7	53
Grade 8	71
Total	238

We are excited to introduce the following new staff member:

Grade 6 Science, SS, Writing - Bob Simko is an experienced educator who worked the majority of his career in the Brewer School Department. Bob has taught science and social studies at multiple grade levels over the years and has worked as a technology integrator. He's taught science and social studies at a variety of grade levels and has strong content knowledge to hit the ground running. We were fortunate to interview Bob and work with the Center Drive School to get him released to start with us on the first day of school. Bob has also coached soccer from the middle school through the varsity high school level.

Grade 7/8 Science, Gr. 7 Writing - John Marchelletta is working on his second career after spending time overseas serving in the military. After completing his student teaching John was hired to fill two long-term sub positions at the same school. John's passion for teaching and working with students is evident as soon as he starts talking about his work with kids. Throughout the interview process John provided multiple examples of how he would provide science instruction using hands-on teaching strategies. John has a strong academic background in science and is excited to put his teaching skill to work in a full-time capacity.

Art/Health Teacher - Brandy Walsh has accepted the Art/Health teaching position at Holbrook. We were fortunate to have a strong pool of candidates late in the summer when we received Mrs. Nickerson's resignation. Brandy is currently under contract with the Ellsworth system and will join us when they find a suitable candidate. Susan Smith is working with the Ellsworth Superintendent to expedite the process. Brandy has been teaching Art to kindergarten through eighth grade students in Ellsworth for the last seven years. We have a long-term sub in place until Mrs. Walsh is released from her previous position.

Library Educational Technician II - Michelle Hardy has transitioned to the Holbrook School after volunteering as the Holden School Librarian last year. Michelle is attending the University of Maine August, Bangor Campus working on Library Science/Media Specialists degree. Michelle did a remarkable job at Holden and we're excited to have her working with our middle school students.

FRIENDS - Jessica Schankman will be working at Holbrook this year delivering the FRIENDS curriculum to fifth and seventh graders. In addition to teaching the FRIENDS program, Jessica will be helping students develop emotional regulation, organizational and pro social strategies in individual and small group settings. Jessica is completing her PhD program and is excited to put her academic experience into practice.

In addition to the new hires listed above, we also have a long-term substitute in eighth grade science/writing and sixth grade language arts. Unfortunately, Ms. MacLaren is dealing with a very significant medical issue that will require some recovery time. We are fortunate to have Mrs. Campbell (long time Holbrook teacher) come out of retirement to work with our students. She has stepped into the classroom and is providing quality instruction in Ms. MacLaren's absence. We're all hoping and praying for a speedy recovery for Ms. MacLaren.

The Holbrook math teachers will be reinstituting the Math Committee structure we've used in the past to review students' math performance. We'll meet monthly to investigate the implementation of our math curriculum (pacing), grade level brochures, curriculum block plans, and the NWEA assessment data. I believe getting this group together regularly to ensure that instruction and assessment match and that pacing of instruction is appropriate will have a positive impact of student learning.

We're happy to continue our work with the Maine Resilience Network, Reaching Teens, Attendance Matters, and the University of Maine FRIENDS programs this year. This fall we have six homerooms at each grade level, which allows for small groups to focus on attendance and organizational skills on a daily basis. We've asked our homeroom teachers to make personal, caring, and none confrontational attendance phone calls whenever one of their homeroom students reaches his/her third absence. This has provided the strongest positive results for schools that have implemented a wide range of attendance improvement strategies in recent years.

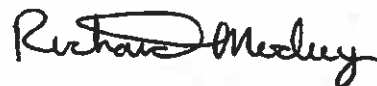
The fall athletic practice sessions will start the week of September 4th. We encourage all Holbrook students to get involved with one or more co or extra-curricular programs during the school year. Our fall coaching staff is returning from last year.

"A" Boys Soccer	Rick Slowikowski
"A" Girls Soccer	Dan Duran
"B" Soccer	Danielle Miller
Cross Country	Desiree Doughty
Asst. Cross Country	John Marchalletta

We've also had some custodial staff changes this summer. Jason Staples has returned to his previous employer creating an open evening position. Although we're sorry to see Jason leave our community we're happy to have Jeff Egolf transition to Holbrook from Eddington. The building is in great shape to start the school year. Thanks to the hard work of Shelley Wyman and her family the entrance hallway of Holbrook has a terrific new look. Along with the new flooring in the hallway the very artistic Wyman family provided silhouettes throughout the hallway.

Best wishes on a happy and healthy school year to all students, staff, and community members of RSU #63!

Sincerely,



Richard Modery
Principal
Holbrook School



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 July, August, and September 2018

Transportation

The State Police were in on July 18th to inspect all our buses. This is done once a year. During the inspection, they discovered a hairline crack in the frame on the oldest bus (1999). The bus has been taken out of service. This then moved us to the top of the State bus replacement list. On September 5th, the replacement bus was put into service.

We have not received our "little" (Class A) bus yet. It is scheduled for delivery sometime in October. This bus will be replacing our oldest van. I have enclosed a sheet of how our buses ended the 2017/18 school year.

We had to pay some overtime the past couple of weeks due to drivers being out sick. Keith and I are the only spare drivers at this time.

Facilities

Holden School: The new security/fire doors are installed and hooked up. At the push of a button, the secretary can lock down the main entrance to the building. The tractor that was recommended for replacement broke down and it took three weeks to get the parts necessary to repair it. The custodian had to push mow the lawns during this time. The generator is not working at this time. Replacement parts are very difficult to find as it is an old military generator. Our new custodian, Richard Elliott, seems to be fitting in very well.

Eddington School: The custodians did an outstanding job this summer. Out of our three schools, I am most proud of how this one turned out. When you're in the school please check out the secretary's new workspace. Jeff Egolf did a fabulous job on this project.

Holbrook School: One of the flat roofs was resurfaced this summer. The roofers are still working on a leak that just won't go away. We have leaks over two other sections that still need to be addressed. We had to cut a few trees on the playground and cross-country course that had taken ill. The main hallway as you enter the school had a face-lift. Thank you to Jason Staples and Shelley Wyman for the great job they both did with the painting and murals. The flashing school zone lights are still in the works for Holbrook School. We will only be having one installed this Fall. While I requested a quote for two flashing lights, they only quoted one, for which we budgeted and paid. After speaking with the Department of Transportation and the Holden Police, we agreed to have the light installed on the Eddington side of Holbrook. We will look into other funding sources for the second flashing light.

**Regional School Unit No. 63
Special Services Office
Jesse Gauthier, Director
202 KIDDER HILL ROAD
HOLDEN, ME 04429**

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.

Tel: (207) 843-0702

Fax: (207) 843-6403

Director of Special Services Report – September 2018

The school year has gotten off to a good start for the Office of Special Services. We successfully programmed for the kindergarten students that transferred into our district from Child Development Services and we have gained close to 15 students with special needs new to RSU 63. We have the services in place and the students' IEPs are being followed as we schedule transfer meetings to meet the families and plan for the rest of the year.

Child Development Services (CDS) is no longer screening Pre-Kindergarten students, so we will conduct the screening of all our Pre-Kindergarten students very soon and determine if there are any students that we suspect may have a disability (Child Find). If any students are discovered as possibly showing signs of having a disability through this screening, we will refer them to CDS for further evaluations and a determination of eligibility for special services. CDS will follow up with the parents and offer services as needed for the Pre-K students who are attending Eddington. All children ages 3 – 5 living in RSU 63 remain the responsibility of CDS to evaluate and determine eligibility until they enter kindergarten where we take over. CDS is supposed to notify RSU 63 of all identified students by December in order for us to program for the needs of those incoming Kindergarten students the following year.

We have begun the process of evaluating students who have already been identified to determine if they continue to qualify for services. We are also updating student information in the Maine student registry software program to ensure our count of students with disabilities in RSU 63 is accurate so all students are accounted for. Last year, we had a total of 143 students with identified disabilities that require some level of services in our district. That number is expected to be closer to 160 this year, but the count won't be finalized until December 1st. We've had more students with special needs move into our district than have moved out over the past two years. According to the Bangor Daily news, the lack of affordable rental properties in Bangor is driving families into outlying areas and that trend is not expected to change in the next few years unless wages increase, which have been stagnant in the past 11 years since the recession of 2007.

We are going through the hiring process again after receiving a letter of resignation from Amy Shepherd, who has been an Ed Tech in our district for the past six years. So far we have received interest from qualified candidates. I am hoping the hiring process will go smoothly and we will have a new person in place with no gaps in staffing.

I was able to attend the Freshmen and New Student Orientation at Brewer HS before the first day of school in Brewer. I helped a few of the new Freshmen find their classes and make adjustments to their schedules based on their needs. I also saw a couple of upper-class students who decided to transfer to Brewer over the summer and they were excited for a fresh start.

Respectfully Submitted,
Jesse Gauthier,
Director of Special Services



George Cummings
Technology Coordinator

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www.rsu63.org

DRAFT

To: RSU 63 Board of Directors
From: George Cummings
Date: September 16, 2018
Re: Monthly Report

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

The set up and configuration of the 75 new Chromebook laptops for Holden School and 38 new teacher MacBook Air Laptops was completed prior to the start of the school year. Teachers and students alike are enjoying the speed and reliability of these new laptops.

Holbrook School 8th grade students received their MacBook Air laptops on September 4th and 7th grade students on September 5th. Students in 5th and 6th grade received their Chromebook laptops on September 6th. A total of 241 laptops were inventoried, configured and deployed.

Principal Richard Modery and I will be hosting 2 MLTI parent nights again this year. The first parent night will be held on September 26th and the second on October 3rd. Both meetings will take place at Holbrook School and run from 6:30pm-7:00pm. The purpose of these meetings is to inform 7th and 8th grade parents about the MLTI program and our laptop take home policy and procedures. This meeting is mandatory for the parents of students that would like to take their Apple MacBook Air laptop home during the 2018-2019 school year. Due to the limited amount of expensive laptop damage during the 2017-2018 school year (broken screens, liquid damage), we are able to keep the laptop take home fee at \$40.00 per student again this year.

NWEA (Northwest Evaluation Association) MAP (Measures of Academic Progress) testing will begin for students in grades 2-8 on September 17th. These challenging and adaptive MAP tests are taken on computer and test achievement and growth levels in Reading, Language Usage, Science and Mathematics. Results from these tests, which are available 24 hours after a testing session, will help teachers identify student instructional levels, provide placement information, and guide classroom instruction and goals. Testing for students in grades 2-8 will wrap up on October 2nd.

Respectfully submitted,

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

Susan Smith
SUPERINTENDENT OF SCHOOLS

TELEPHONE 843-7851
FAX 843-7295

Date: September 14, 2018

From: Kelly Theriault

RE: September Board Report

DRAFT

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- Budget & Finance committee met on September 6, 2018. The August financials were reviewed by the committee. Superintendent Smith gave updates on facilities and transportation. We also reviewed and discussed the activity accounts at each school as well as organizations with accounts using the school's tax id number (i.e PVG, Holbrook HEAT). The next B & F meeting is scheduled for October 16 at Holbrook.
 - I've been collecting salary and benefit data for support staff positions. Budget and finance is working on the staff handbook including wages and benefits. Salary schedules and the handbook will come to the board for approval this winter, and used for building the FY20 budget.
 - The audit starts the week of September 17!
 - Reports completed in the business office this month; MePERS, Annual participation in school lunch application and LOTS and LOTS of Free/Reduced lunch applications.

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FY19 Financial Statement

Account Number / Description	Adopted Budget 7/1/2018 - 6/30/2019	Current Period 8/1/2018 - 8/31/2018	Reported Period 7/1/2018 - 8/31/2018	Bal Remg	Percent Remaining 7/1/2018 - 8/31/2018	Encumbrances 7/1/2018 - 8/31/2018
Local Revenue						
1. 100-0000-00000-4142100-20 Transportation for other Units-Dedham	(78,500.00)	0.00	0.00	(78,500.00)	100.00%	0.00
2. 100-0000-00000-4142100-21 Transportation for other Units-Hampden	(12,000.00)	0.00	0.00	(12,000.00)	100.00%	0.00
3. 100-0000-00000-4142100-22 Transportation for other Units-airline	(5,000.00)	0.00	0.00	(5,000.00)	100.00%	0.00
4. 100-0000-00000-4142100-23 Transportation for other Units-Bgr	(3,237.50)	0.00	0.00	(3,237.50)	100.00%	0.00
5. 100-0000-00000-4199140-90 INSURANCE CLAIM	0.00	0.00	(5,578.16)	5,578.16	--	0.00
6. 100-0000-10000-411100-91 REQUIRED LOCAL TAXES - CLIFTO	(627,399.75)	(52,283.31)	(52,283.31)	(575,116.44)	91.66%	0.00
7. 100-0000-10000-411100-92 REQUIRED LOCAL TAXES - EDDINGTO	(1,427,978.00)	(118,998.17)	(237,996.34)	(1,189,981.66)	83.33%	0.00
8. 100-0000-10000-411100-93 REQUIRED LOCAL TAXES - HOLDE	(2,387,906.00)	(198,992.17)	(397,984.34)	(1,989,921.66)	83.33%	0.00
9. 100-0000-10000-4111300-91 ADDITIONAL LOCAL TAXES - CLIFTO	(122,325.24)	(10,193.77)	(10,193.77)	(112,131.47)	91.66%	0.00
10. 100-0000-10000-4111300-92 ADDITIONAL LOCAL TAXES - EDDING	(278,415.41)	(23,201.28)	(46,402.56)	(232,012.85)	83.33%	0.00
11. 100-0000-10000-4111300-93 ADDITIONAL LOCAL TAXES - HOLDE	(465,574.27)	(38,797.86)	(77,595.72)	(387,978.55)	83.33%	0.00
12. 100-0000-10000-4151000-90 INTEREST INCOME	(8,000.00)	0.00	(1,043.53)	(6,956.47)	86.95%	0.00
13. 100-0000-10000-4199000-90 MISCELLANEOUS REVENUES	(26,360.00)	0.00	0.00	(26,360.00)	100.00%	0.00
14. 100-0000-10000-4199020-90 INSURANCE TRUST DIVIDENDS	0.00	(2,219.96)	(2,219.96)	2,219.96	--	0.00
15. 100-0000-10000-4500001-90 UNDESIGNATED SURPLUS	(759,703.00)	0.00	0.00	(759,703.00)	100.00%	0.00
16. 100-0000-10000-4500001-95 UNDESIGNATED SURPLUS-Spec ED	(78,000.00)	0.00	0.00	(78,000.00)	100.00%	0.00
Subtotal Local Revenue	\$(6,280,399.17)	\$(444,686.52)	\$(831,297.69)	\$(5,449,101.48)	86.76%	\$0.00
State Revenues						
17. 100-0000-10000-431100-90 STATE FOUNDATION ALLOCATION	(4,061,274.62)	(339,600.36)	(679,345.22)	(3,381,929.40)	83.27%	0.00
18. 100-0000-20000-4312100-90 STATE AGENCY CLIENT TUITION	(80,000.00)	0.00	0.00	(80,000.00)	100.00%	0.00
Subtotal State Revenues	\$(4,141,274.62)	\$(339,600.36)	\$(679,345.22)	\$(3,461,929.40)	83.59%	\$0.00
Total Revenues	\$(10,421,673.79)	\$(784,286.88)	\$(1,510,642.91)	\$(8,911,030.88)	85.50%	\$0.00

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System Administration						
19. 100-0000-23100-5150000-90 BOD - STIPENDS	1,100.00	0.00	0.00	1,100.00	100.00%	0.00
20. 100-0000-23100-5250020-90 FICA/MEDI	84.50	0.00	0.00	84.50	100.00%	0.00
21. 100-0000-23100-5345000-90 BOD - LEGAL FEES	11,500.00	0.00	0.00	11,500.00	56.52%	5,000.00
22. 100-0000-23100-5346000-90 BOD - AUDIT	10,000.00	0.00	0.00	10,000.00	100.00%	0.00
23. 100-0000-23100-5530000-90 BOD - DISTRICT BOND INSURANCE	5,000.00	0.00	5,803.00	(803.00)	(16.06)%	0.00
24. 100-0000-23100-5530010-90 BOD - PURCH.SERV. OTHER - LIAB.	500.00	0.00	328.00	172.00	34.40%	0.00
25. 100-0000-23100-5550000-90 BOD - PRINTING & OTHER	3,100.00	0.00	1,482.95	1,617.05	30.62%	667.65
26. 100-0000-23100-5810000-90 BOD - MEMBERSHIP IN MSBA	2,400.00	0.00	2,272.00	128.00	5.33%	0.00
27. 100-0000-23100-5814000-90 BOD - CONFERENCES	573.00	0.00	0.00	573.00	100.00%	0.00
28. 100-0000-23140-5310000-90 BOD - REFERENDUM COSTS	1,625.00	0.00	0.00	1,625.00	100.00%	0.00
29. 100-0000-23200-5104000-90 SUPT. OFFICE (SUPT) - SALARY	61,200.00	7,082.51	11,811.17	49,388.83	80.70%	0.00
30. 100-0000-23200-5118000-90 Admin Asst Salary	37,555.00	4,051.52	6,831.78	30,723.22	81.80%	0.00
31. 100-0000-23200-5204000-90 SUPT. OFFICE (SUPT) - BENEFITS	1,488.00	8.36	1,016.72	471.28	31.67%	0.00
32. 100-0000-23200-5204010-90 SUPT. OFFICE (SUPT) - HEALTII	10,815.00	839.70	1,679.40	9,135.60	84.47%	0.00
33. 100-0000-23200-5204015-90 SUPT. OFFICE (SUPT) - DENTAL	201.00	16.76	33.52	167.48	83.32%	0.00
34. 100-0000-23200-5204020-90 SUPT. OFFICE (SUPT) - MCR	887.00	99.25	164.37	722.63	81.46%	0.00
35. 100-0000-23200-5208000-90 SUPT. OFFICE (A/A) - BENEFITS	4,790.00	0.00	0.00	4,790.00	100.00%	0.00
36. 100-0000-23200-5208010-90 SUPT. OFFICE (A/A) - HEALTII	1,500.00	0.00	0.00	1,500.00	100.00%	0.00
37. 100-0000-23200-5208020-90 SUPT. OFFICE (A/A) - OASDI/MCR	2,873.00	309.94	522.64	2,350.36	81.80%	0.00
38. 100-0000-23200-5234000-90 SUPT. OFFICE (SUPT) - RETIREMEN	2,262.00	280.41	467.35	1,794.65	79.33%	0.00
39. 100-0000-23200-5238000-90 RETIREMENT CONT./REGULAR E/E	1,127.00	0.00	0.00	1,127.00	100.00%	0.00
40. 100-0000-23200-5312000-90 SUPT. OFFICE SERVICES-CONTRACTE	15,000.00	0.00	14,458.43	541.57	0.00%	541.57
41. 100-0000-23200-5330000-90 SUPT. OFFICE - EE TRAINING & DEVE	1,201.00	0.00	0.00	1,201.00	100.00%	0.00
42. 100-0000-23200-5441500-90 SUPT. OFFICE - COPIER LEASE	4,500.00	0.00	3,432.89	1,067.11	19.93%	170.11
43. 100-0000-23200-5520000-90 SUPT. OFFICE - LIABILITY INSURANC	750.00	0.00	0.00	750.00	100.00%	0.00
44. 100-0000-23200-5532000-90 SUPT. OFFICE - TELEPHONES	2,760.00	9.57	235.79	2,524.21	91.45%	0.00
45. 100-0000-23200-5580000-90 SUPT. OFFICE - STAFF TRAVEL	2,750.00	0.00	0.00	2,750.00	100.00%	0.00
46. 100-0000-23200-5600000-90 SUPT. OFFICE - OFFICE SUPPLIES	3,180.00	649.16	649.16	2,530.84	66.31%	422.12
47. 100-0000-23200-5600030-90 SUPT. OFFICE - POSTAGE	3,720.00	0.00	1,077.96	2,642.04	44.35%	992.04

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48. 100-0000-23200-5605000-90 SUPT. OFFICE - REPLACEMENT OF E	600.00	0.00	0.00	600.00	100.00%	0.00
49. 100-0000-23200-5810000-90 MEMBERSHIPS & DUES - SUPT. OFFI	1,475.00	0.00	794.60	680.40	46.12%	0.00
50. 100-0000-25000-5118000-90 Business Office WAGES	99,229.00	10,929.26	19,076.87	80,152.13	80.77%	0.00
51. 100-0000-25000-5208000-90 Business office BENEFITS	700.00	20.68	41.36	658.64	94.09%	0.00
52. 100-0000-25000-5208010-90 C/S - HEALTH INSURANCE	28,506.00	2,598.06	5,195.60	23,310.40	81.77%	0.00
53. 100-0000-25000-5208020-90 C/S - OASDI/MCR	8,348.00	781.58	1,350.32	6,997.68	83.82%	0.00
54. 100-0000-25000-5218015-90 Dental	670.00	55.84	111.68	558.32	83.33%	0.00
55. 100-0000-25000-5238000-90 C/S - RETIREMENT CONTRIBUTION	2,922.00	327.20	570.94	2,351.06	80.46%	0.00
Subtotal System Administration	\$336,891.50	\$28,059.80	\$79,408.50	\$257,483.00	74.11%	\$7,793.49

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<u>School Administration</u>						
56. 100-0000-24000-5104000-11 PRINCIPAL SALARY - HOLBROOK	87,344.00	10,107.90	16,856.42	70,487.58	80.70%	0.00
57. 100-0000-24000-5104000-12 PRINCIPAL SALARY - EDDINGTON	45,087.50	5,202.39	8,670.65	36,416.85	80.76%	0.00
58. 100-0000-24000-5104000-13 PRINCIPAL SALARY - HOLDEN	45,087.50	5,202.42	8,670.70	36,416.80	80.76%	0.00
59. 100-0000-24000-5118010-11 SECRETARIAL WAGES - HOLBROOK	33,048.00	2,990.84	4,772.48	28,275.52	85.55%	0.00
60. 100-0000-24000-5118010-12 SECRETARIAL WAGES - EDDINGTON	22,935.00	1,164.90	1,674.90	21,260.10	92.69%	0.00
61. 100-0000-24000-5118010-13 SECRETARIAL WAGES - HOLDEN	25,905.00	1,302.80	2,132.00	23,773.00	91.76%	0.00
62. 100-0000-24000-5204000-11 PRINCIPAL BENEFITS - HOLBROOK	700.00	15.74	31.48	668.52	95.50%	0.00
63. 100-0000-24000-5204000-12 PRINCIPAL BENEFITS - EDDINGTON	350.00	30.93	61.85	288.15	15.91%	232.45
64. 100-0000-24000-5204000-13 PRINCIPAL BENEFITS - HOLDEN	350.00	30.94	61.89	288.11	15.90%	232.45
65. 100-0000-24000-5204010-11 PRINCIPAL HEALTH - HOLBROOK	2,500.00	0.00	0.00	2,500.00	100.00%	0.00
66. 100-0000-24000-5204010-12 PRINCIPAL HEALTH - EDDINGTON	6,990.00	591.68	1,183.10	5,806.90	83.07%	0.00
67. 100-0000-24000-5204010-13 PRINCIPAL HEALTH - HOLDEN	6,990.00	591.92	1,183.58	5,806.42	83.06%	0.00
68. 100-0000-24000-5204015-12 PRINCIPAL DENTAL - EDDINGTON	167.50	13.96	27.92	139.58	83.33%	0.00
69. 100-0000-24000-5204015-13 PRINCIPAL DENTAL - HOLDEN	167.50	13.96	27.92	139.58	83.33%	0.00
70. 100-0000-24000-5204020-11 PRINCIPAL MCR - HOLBROOK	1,266.00	146.13	243.55	1,022.45	80.76%	0.00
71. 100-0000-24000-5204020-12 PRINCIPAL MCR - EDDINGTON	654.00	73.98	122.81	531.19	81.22%	0.00
72. 100-0000-24000-5204020-13 PRINCIPAL MCR - HOLDEN	654.00	73.99	122.83	531.17	81.21%	0.00
73. 100-0000-24000-5204040-11 PRINCIPAL UNEMPLOYMENT - HOLBROOK	125.00	0.00	0.00	125.00	100.00%	0.00
74. 100-0000-24000-5204040-12 PRINCIPAL UNEMPLOYMENT - EDDIN	62.50	0.00	0.00	62.50	100.00%	0.00
75. 100-0000-24000-5204040-13 PRINCIPAL UNEMPLOYMENT - HOLDE	62.50	0.00	0.00	62.50	100.00%	0.00
76. 100-0000-24000-5204050-11 PRINCIPAL WORKERS COMP - HOLBR	432.00	0.00	309.82	122.18	28.28%	0.00
77. 100-0000-24000-5204050-12 PRINCIPAL WORKERS COMP - EDDIN	223.00	0.00	164.09	58.91	26.41%	0.00
78. 100-0000-24000-5204050-13 PRINCIPAL WORKERS COMP - HOLDE	223.00	0.00	164.09	58.91	26.41%	0.00
79. 100-0000-24000-5206010-11 SECRETARIAL HEALTH - HOLBROOK	1,000.00	0.00	0.00	1,000.00	100.00%	0.00
80. 100-0000-24000-5206010-12 SECRETARIAL HEALTH - EDDINGTON	1,000.00	0.00	0.00	1,000.00	100.00%	0.00
81. 100-0000-24000-5206010-13 SECRETARIAL HEALTH - HOLDEN	8,468.00	0.00	112.82	8,355.18	98.66%	0.00
82. 100-0000-24000-5208015-12 SECRETARIAL DENTAL - EDDINGTON	335.00	0.00	0.00	335.00	100.00%	0.00
83. 100-0000-24000-5208020-11 SECRETARIAL OASD/MCR - HOLBROOK	2,528.00	228.80	365.10	2,162.90	85.55%	0.00
84. 100-0000-24000-5208020-12 SECRETARIAL OASD/MCR - EDDINGT	1,755.00	89.12	128.14	1,626.86	92.69%	0.00

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85. 100-0000-24000-5208020-13 SECRETARIAL OASDI/MCR - HOLDE	1,982.00	106.55	146.74	1,835.26	92.59%	0.00
86. 100-0000-24000-5208040-11 SECRETARIAL UNEMPLOYMENT - H	125.00	0.00	0.00	125.00	100.00%	0.00
87. 100-0000-24000-5208040-12 SECRETARIAL UNEMPLOYMENT - E	125.00	0.00	1.25	123.75	99.00%	0.00
88. 100-0000-24000-5208040-13 SECRETARIAL UNEMPLOYMENT - H	125.00	6.97	9.60	115.40	92.32%	0.00
89. 100-0000-24000-5208050-11 SECRETARIAL WORKERS COMP - H	164.00	0.00	119.01	44.99	27.43%	0.00
90. 100-0000-24000-5208050-12 SECRETARIAL WORKERS COMP - E	114.00	0.00	82.97	31.03	27.21%	0.00
91. 100-0000-24000-5208050-13 SECRETARIAL WORKERS COMP - H	128.00	0.00	92.85	35.15	27.46%	0.00
92. 100-0000-24000-5218015-12 Denial	0.00	0.00	16.75	(16.75)	—	0.00
93. 100-0000-24000-5234000-11 RETIREMENT CONTRIBUTIONS/ADMINIS	3,468.00	400.11	666.85	2,801.15	80.77%	0.00
94. 100-0000-24000-5234000-12 RETIREMENT CONTRIBUTIONS/ADMINIS	1,790.00	206.49	344.15	1,445.85	80.77%	0.00
95. 100-0000-24000-5234000-13 RETIREMENT CONTRIBUTIONS/ADMINIS	1,790.00	206.58	344.30	1,445.70	80.76%	0.00
96. 100-0000-24000-5238000-11 SECRETARIAL RETIREMENT - HOLBRO	991.00	0.00	0.00	991.00	100.00%	0.00
97. 100-0000-24000-5238000-12 SECRETARIAL RETIREMENT - EDDING	688.00	0.00	0.00	688.00	100.00%	0.00
98. 100-0000-24000-5238000-13 SECRETARIAL RETIREMENT - HOLDE	777.00	0.00	0.00	777.00	100.00%	0.00
99. 100-0000-24000-5238010-11 RETIREMENT	0.00	89.72	143.17	(143.17)	---	0.00
100. 100-0000-24000-5330080-11 PRIN. TRAINING & DEVELOPMENT	400.00	0.00	25.00	375.00	93.75%	0.00
101. 100-0000-24000-5330080-12 PRIN. TRAINING & DEVELOPMENT	600.00	0.00	12.50	587.50	97.91%	0.00
102. 100-0000-24000-5330080-13 PRIN. TRAINING & DEVELOPMENT	600.00	0.00	12.50	587.50	97.91%	0.00
103. 100-0000-24000-5444500-11 COPIER LEASE - HOLBROOK	11,500.00	0.00	9,204.00	2,296.00	19.96%	0.00
104. 100-0000-24000-5444500-12 COPIER LEASE - EDDINGTON	6,500.00	0.00	5,103.00	1,397.00	21.49%	0.00
105. 100-0000-24000-5444500-13 COPIER LEASE - HOLDEN	7,500.00	0.00	5,103.00	2,397.00	31.96%	0.00
106. 100-0000-24000-5532000-11 TELEPHONE - HOLBROOK	4,400.00	7.79	336.87	4,063.13	92.34%	0.00
107. 100-0000-24000-5532000-12 TELEPHONE - EDDINGTON	2,200.00	13.74	180.95	2,019.05	91.77%	0.00
108. 100-0000-24000-5532000-13 TELEPHONE - HOLDEN	2,900.00	7.13	306.58	2,593.42	89.42%	0.00
109. 100-0000-24000-5580000-11 PRINCIPAL OFFICE TRAVEL - HOLBR	500.00	0.00	0.00	500.00	100.00%	0.00
110. 100-0000-24000-5580000-12 PRINCIPAL OFFICE TRAVEL - EDDIN	300.00	0.00	0.00	300.00	100.00%	0.00
111. 100-0000-24000-5580000-13 PRINCIPAL OFFICE TRAVEL - HOLDE	300.00	0.00	0.00	300.00	100.00%	0.00
112. 100-0000-24000-5600010-11 OFFICE SUPPLIES - HOLBROOK	1,200.00	0.00	0.00	1,200.00	68.35%	379.75
113. 100-0000-24000-5600010-12 OFFICE SUPPLIES - EDDINGTON	1,150.00	0.00	0.00	1,150.00	100.00%	0.00
114. 100-0000-24000-5600010-13 OFFICE SUPPLIES - HOLDEN	1,300.00	0.00	0.00	1,300.00	100.00%	0.00

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	7/1/2018 - 6/30/2019		8/1/2018 - 8/31/2018		7/1/2018 - 8/31/2018			7/1/2018 - 8/31/2018		7/1/2018 - 8/31/2018	
115. 100-0000-24000-5600030-11 POSTAGE - HOLBROOK	1,200.00		0.00		500.00		700.00	58.33%		0.00	
116. 100-0000-24000-5600030-12 POSTAGE - EDDINGTON	1,150.00		0.00		50.48		1,099.52	51.47%		507.52	
117. 100-0000-24000-5600030-13 POSTAGE - HOLDEN	1,250.00		0.00		300.48		949.52	35.36%		507.52	
118. 100-0000-24000-5810000-11 MEMBERSHIPS & DUES - HOLBROOK	705.00		0.00		0.00		705.00	77.30%		160.00	
Subtotal School Administration	\$354,332.00		\$29,007.48		\$70,191.14		\$284,140.86	79.62%		\$2,019.69	

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Account Number / Description	Adopted Budget 7/1/2018 - 6/30/2019	Current Period 8/1/2018 - 8/31/2018	Reported Period 7/1/2018 - 8/31/2018	Bal Remg	Percent Remaining 7/1/2018 - 8/31/2018	Encumbrances 7/1/2018 - 8/31/2018
<u>Regular Instruction</u>						
119. 100-1000-21900-5340000-95 PURCHASED PROF. SERVICES	2,200.00	0.00	0.00	2,200.00	100.00%	0.00
120. 100-1100-10000-5101010-11 TEACHER SALARIES - HOLBROOK	913,404.00	36,877.61	76,206.64	837,197.36	91.65%	0.00
121. 100-1100-10000-5101010-13 TEACHERS SALARIES - HOLDEN	331,844.00	12,763.22	26,163.02	305,680.98	92.11%	0.00
122. 100-1100-10000-5102000-13 ED TECH - WAGES	24,412.50	0.00	124.25	24,288.25	99.49%	0.00
123. 100-1100-10000-5123000-11 SUBSTITUTE WAGES - HOLBROOK	29,700.00	0.00	90.17	29,609.83	99.69%	0.00
124. 100-1100-10000-5123000-13 SUBSTITUTE WAGES - HOLDEN	6,700.00	0.00	0.00	6,700.00	100.00%	0.00
125. 100-1100-10000-5156000-11 TEACHER LEADER STIPENDS - HOL	1,500.00	0.00	0.00	1,500.00	100.00%	0.00
126. 100-1100-10000-5156000-12 TEACHER LEADER STIPENDS - EDD	2,500.00	0.00	0.00	2,500.00	100.00%	0.00
127. 100-1100-10000-5156000-13 TEACHER LEADER STIPEND - HOLDE	2,500.00	0.00	0.00	2,500.00	100.00%	0.00
128. 100-1100-10000-5201010-11 TEACHER - HEALTH INSURANCE -	219,282.00	18,205.52	36,745.38	182,536.62	83.24%	0.00
129. 100-1100-10000-5201010-13 TEACHER - HEALTH INSURANCE -	81,260.00	6,532.44	13,064.92	68,195.08	83.92%	0.00
130. 100-1100-10000-5201015-11 TEACHER - DENTAL INSURANCE -	8,606.00	502.56	1,039.40	7,566.60	87.92%	0.00
131. 100-1100-10000-5201015-13 TEACHER - DENTAL INSURANCE -	2,847.50	227.55	452.84	2,394.66	84.09%	0.00
132. 100-1100-10000-5201020-11 TEACHER - MCR - HOLBROOK	13,774.00	501.96	969.86	12,804.14	92.95%	0.00
133. 100-1100-10000-5201020-13 TEACHER - MCR - HOLDEN	4,812.00	185.08	370.64	4,441.36	92.29%	0.00
134. 100-1100-10000-5201040-11 TEACHER - UNEMPLOYMENT - HO	2,895.00	19.03	19.72	2,875.28	99.31%	0.00
135. 100-1100-10000-5201040-13 TEACHER - UNEMPLOYMENT - HO	10,050.00	0.00	0.00	10,050.00	100.00%	0.00
136. 100-1100-10000-5201050-11 TEACHER - WORKERS COMP. - HOL	4,702.00	0.00	820.83	3,881.17	28.86%	2,523.73
137. 100-1100-10000-5201050-13 TEACHER - WORKERS COMP. - HOL	1,643.00	215.09	1,215.09	427.91	26.04%	0.00
138. 100-1100-10000-5202010-13 ED TECH - HEALTH	8,468.00	0.00	112.82	8,355.18	98.66%	0.00
139. 100-1100-10000-5202015-13 ED TECH - DENTAL	335.00	0.00	0.00	335.00	100.00%	0.00
140. 100-1100-10000-5202020-13 ED TECH - OASDI/MCR	354.00	0.00	1.62	352.38	99.54%	0.00
141. 100-1100-10000-5202040-13 UNEMPLOYMENT	125.00	0.00	0.00	125.00	100.00%	0.00
142. 100-1100-10000-5202050-13 ED TECH - W/C	156.00	0.00	89.39	66.61	42.69%	0.00
143. 100-1100-10000-5203000-11 SUBSTITUTE BENEFITS - HOLBROO	2,272.00	0.00	1.76	2,270.24	99.92%	0.00
144. 100-1100-10000-5203000-13 SUBSTITUTE BENEFITS - HOLDEN	513.00	0.00	0.00	513.00	100.00%	0.00
145. 100-1100-10000-5231010-11 RETIREMENT	34,766.00	1,379.68	2,929.11	31,836.89	91.57%	0.00
146. 100-1100-10000-5231010-13 RETIREMENT	12,145.00	506.71	1,038.66	11,106.34	91.44%	0.00
147. 100-1100-10000-5232000-13 ED TECH - RETIREMENT	893.00	0.00	4.93	888.07	99.44%	0.00

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Account Number / Description	Adopted Budget	Current Period	Reported Period	Bal Remg	Percent Remaining	Encumbrances
	7/1/2018 - 6/30/2019	8/1/2018 - 8/31/2018	7/1/2018 - 8/31/2018		7/1/2018 - 8/31/2018	7/1/2018 - 8/31/2018
148. 100-1100-10000-5233000-11 RETIREMENT	0.00	0.00	3.38	(3.38)	---	0.00
149. 100-1100-10000-5251000-11 TEACHER TUITION - HOLBROOK	5,000.00	0.00	0.00	5,000.00	57.96%	2,102.00
150. 100-1100-10000-5251000-13 TEACHER TUITION - HOLDEN	2,500.00	0.00	0.00	2,500.00	100.00%	0.00
151. 100-1100-10000-5330000-11 TEACHER TRAINING & DEV - HOLBR	7,600.00	0.00	0.00	7,600.00	97.36%	200.00
152. 100-1100-10000-5330000-13 TEACHER TRAINING & DEV - HOLDE	4,000.00	0.00	0.00	4,000.00	97.50%	100.00
153. 100-1100-10000-5433000-11 CONTRACTED SERVICES	25,764.00	0.00	0.00	25,764.00	100.00%	0.00
154. 100-1100-10000-5500000-13 OTHER PURCHASES SERVICES	1,800.00	0.00	0.00	1,800.00	100.00%	0.00
155. 100-1100-10000-5610000-11 TEACHING SUPPLIES - HOLBROOK	16,620.00	163.34	163.34	16,456.66	66.17%	5,457.80
156. 100-1100-10000-5610000-13 TEACHING SUPPLIES - HOLDEN	10,200.00	484.30	2,733.99	7,466.01	65.38%	797.00
157. 100-1100-10000-5610510-11 SPECIALISTS SUPPLIES-HOLBROO	9,669.00	0.00	0.00	9,669.00	96.86%	303.06
158. 100-1100-10000-5610510-12 SPECIALISTS SUPPLIES - EDD	3,500.00	1,029.00	1,985.03	1,514.97	43.28%	0.00
159. 100-1100-10000-5610510-13 SPECIALISTS SUPPLIES- HLDN	3,500.00	0.00	967.30	2,532.70	23.04%	1,726.11
160. 100-1100-10000-5611010-11 NEW INSTRUCTIONAL EQUIP. - HO	800.00	0.00	0.00	800.00	100.00%	0.00
161. 100-1100-10000-5640000-11 TEXTBOOKS - HOLBROOK	8,285.00	0.00	267.75	8,017.25	25.06%	5,940.54
162. 100-1100-10000-5640000-12 TEXTBOOKS - EDDINGTON	0.00	0.00	0.00	0.00	---	185.86
163. 100-1100-10000-5640000-13 TEXTBOOKS - HOLDEN	4,340.00	0.00	1,804.00	2,536.00	(13.81)%	3,135.45
164. 100-1100-10000-5733000-13 FURNITURE & FIXTURES	1,350.00	0.00	0.00	1,350.00	81.77%	246.05
165. 100-1100-10000-5890000-11 OTHER INSTRUCTIONAL EXP -HOLBR	750.00	0.00	0.00	750.00	2.80%	729.00
166. 100-1120-10000-5101010-12 K-2 TEACHER SALARIES-EDDINGTO	397,140.00	13,938.08	28,088.78	369,051.22	92.92%	0.00
167. 100-1120-10000-5101010-13 K-2 TEACHING SALARIES - HOLDE	164,500.00	6,846.15	11,567.32	152,932.68	92.96%	0.00
168. 100-1120-10000-5102000-12 K-2 ED. TECH. WAGES - EDDINGTO	53,236.00	1,336.54	1,901.79	51,334.21	96.42%	0.00
169. 100-1120-10000-5123000-12 K-2 SUBSTITUTE WAGES - EDDINGT	8,812.00	0.00	0.00	8,812.00	100.00%	0.00
170. 100-1120-10000-5123000-13 K-2 SUBSTITUTE WAGES - HOLDE	2,250.00	0.00	0.00	2,250.00	100.00%	0.00
171. 100-1120-10000-5201010-12 K-2 TEACHER HEALTH - EDDINGTO	91,006.00	6,985.50	13,970.96	77,035.04	84.64%	0.00
172. 100-1120-10000-5201010-13 K-2 TEACHER HEALTH - HOLDEN	16,936.00	1,407.64	2,815.28	14,120.72	83.37%	0.00
173. 100-1120-10000-5201015-12 K-2 TEACHER DENTAL - EDDINGTO	2,512.50	209.40	416.54	2,095.96	83.42%	0.00
174. 100-1120-10000-5201015-13 TEACHER DENTAL - HOLDEN	670.00	55.84	111.68	558.32	83.33%	0.00
175. 100-1120-10000-5201020-12 K-2 TEACHER NCR - EDDINGTON	5,799.00	202.11	398.39	5360.61	93.08%	0.00
176. 100-1120-10000-5201020-13 TEACHER NEDICARE - HOLDEN	2,385.00	99.27	166.14	2,218.86	93.03%	0.00
177. 100-1120-10000-5201040-12 K-2 TEACHER UNEMPLOYMENT - E	1,375.00	4.01	5.45	1,369.55	99.60%	0.00

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178. 100-1120-10000-5201040-13 TEACHER UNEMPLOYMENT - HOLDE	500.00	9.90	9.90	490.10	98.02%	0.00
179. 100-1120-10000-5201050-12 K-2 TEACHER WORKERS COMP - E	1,966.00	704.18	1,454.18	511.82	26.03%	0.00
180. 100-1120-10000-5201050-13 TEACHER WORKERS COMPENSATIO	814.00	0.00	602.34	211.66	26.00%	0.00
181. 100-1120-10000-5202000-12 K-2 ED. TECH. BENEFITS- EDDINGTO	0.00	19.38	27.67	(27.67)	--	0.00
182. 100-1120-10000-5202010-12 ED TECH - HEALTH	17,436.00	0.00	957.40	16,478.60	94.50%	0.00
183. 100-1120-10000-5202015-12 ED TECH - DENTAL	670.00	0.00	33.50	636.50	95.00%	0.00
184. 100-1120-10000-5202020-12 ED TECH - OASDI/MC	772.00	0.00	0.00	772.00	100.00%	0.00
185. 100-1120-10000-5202040-12 Ed Tech UNEMPLOYMENT	312.50	0.00	0.00	312.50	100.00%	0.00
186. 100-1120-10000-5203000-12 K-2 SUBSTITUTE BENEFITS - EDDING	675.00	0.00	0.00	675.00	100.00%	0.00
187. 100-1120-10000-5203000-13 K-2 SUBSTITUTE BENEFITS - HOLDE	172.00	0.00	0.00	172.00	100.00%	0.00
188. 100-1120-10000-5231010-12 Retirement	14,535.00	553.33	1,115.12	13,419.88	92.32%	0.00
189. 100-1120-10000-5231010-13 RETIREMENT	6,021.00	271.80	459.23	5,561.77	92.37%	0.00
190. 100-1120-10000-5232000-12 ED TECH - RETIREMENT	2,113.00	53.06	75.51	2,037.49	96.42%	0.00
191. 100-1120-10000-5251000-12 K-2 TEACHER TUITION - EDDINGTO	2,500.00	1,490.00	1,490.00	1,010.00	(56.91)%	2,432.75
192. 100-1120-10000-5233000-12 K-2 EE TRAINING & DEV. - EDDINGTO	4,000.00	0.00	0.00	4,000.00	97.50%	100.00
193. 100-1120-10000-5610000-12 K-2 INSTRUCTIONAL SUPPLIES - E	12,550.00	2,607.83	3,433.16	9,116.84	70.44%	275.51
194. 100-1120-10000-5610000-13 K-2 INSTRUCTIONAL SUPPLIES - II	4,500.00	0.00	479.86	4,020.14	82.51%	307.08
195. 100-1120-10000-5640000-12 K-2 TEXTBOOKS - EDDINGTON	8,450.00	606.16	4,803.99	3,646.01	25.18%	1,517.75
196. 100-1120-10000-5640000-13 K-2 TEXTBOOKS - HOLDEN	1,750.00	0.00	2,397.76	(647.76)	(62.97)%	454.25
197. 100-1120-10000-5733000-12 FURNITURE & FIXTURES	1,350.00	0.00	0.00	1,350.00	100.00%	0.00
198. 100-2900-10000-5101010-95 SALARIES	40,250.00	0.00	0.00	40,250.00	100.00%	0.00
199. 100-2900-10000-5123000-95 GIFTED & TALENTED - SUBSTITUTE	900.00	0.00	0.00	900.00	100.00%	0.00
200. 100-2900-10000-5201000-95 PROFESSIONAL BENEFITS	9,315.00	0.00	0.00	9,315.00	100.00%	0.00
201. 100-2900-10000-5223000-95 GIFTED & TALENTED - SUBSTITUT	70.00	0.00	0.00	70.00	100.00%	0.00
202. 100-2900-10000-5330000-95 GIFTED & TALENTED - EMPLOYEE	4,800.00	0.00	0.00	4,800.00	100.00%	0.00
203. 100-2900-10000-5600000-95 GIFTED & TALENTED - OTHER SUPP	3,575.00	0.00	0.00	3,575.00	100.00%	0.00
Subtotal Regular Instruction	\$2,716,915.00	\$116,993.27	\$246,167.99	\$2,470,747.01	89.88%	\$28,533.94
Regular Instruction 9.12						
204. 100-1200-10000-5561000-99 9-12 TUITION PAID TO OTHER RSU*	1,997,439.17	0.00	0.00	1,997,439.17	100.00%	0.00

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	7/1/2018 - 6/30/2019		8/1/2018 - 8/31/2018		7/1/2018 - 8/31/2018			7/1/2018 - 8/31/2018		7/1/2018 - 8/31/2018	
205. 100-1200-10000-5563000-99 9-12 PRIVATE SCHOOL TUITION	986,753.27		0.00		0.00		986,753.27	100.00%		0.00	
206. 100-1200-10000-5568000-99 INSURED VALUE FACTOR	59,205.20		0.00		0.00		59,205.20	100.00%		0.00	
207. 100-1200-10000-5900000-30 OTHER - CONTINGENCY	25,000.00		0.00		0.00		25,000.00	100.00%		0.00	
Subtotal REG 9-12	\$3,068,397.64		\$0.00		\$0.00		\$3,068,397.64	100.00%		\$0.00	

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	7/1/2018 - 6/30/2019	8/1/2018 - 8/31/2018	8/1/2018 - 8/31/2018	7/1/2018 - 8/31/2018	7/1/2018 - 8/31/2018	7/1/2018 - 8/31/2018					
Special Education											
208. 100-2200-10000-5101010-11 RR SALARIES	62,250.00	0.00	0.00	2,288.47	2,288.47	59,961.53	96.32%	0.00	0.00	0.00	0.00
209. 100-2200-10000-5101010-12 RR SALARIES	37,750.00	0.00	0.00	1,384.62	1,384.62	36,365.38	96.33%	0.00	0.00	0.00	0.00
210. 100-2200-10000-5101010-13 RR SALARIES	61,988.00	0.00	0.00	2,345.70	2,345.70	59,642.30	96.21%	0.00	0.00	0.00	0.00
211. 100-2200-10000-5102000-11 RR ED TECH - WAGES	45,245.00	2,894.23	2,894.23	3,130.61	3,130.61	42,114.39	93.08%	0.00	0.00	0.00	0.00
212. 100-2200-10000-5102000-12 RR ED TECH - WAGES	20,832.00	1,451.92	1,451.92	1,503.55	1,503.55	19,328.45	92.78%	0.00	0.00	0.00	0.00
213. 100-2200-10000-5102000-13 RR ED TECH - WAGES	0.00	2,384.15	2,384.15	2,501.40	2,501.40	(2,501.40)	***	0.00	0.00	0.00	0.00
214. 100-2200-10000-5123000-95 SPECIAL ED. (RR) SUBSTITUTE - WA	5,250.00	0.00	0.00	0.00	0.00	5,250.00	100.00%	0.00	0.00	0.00	0.00
215. 100-2200-10000-5201010-11 TCHR HEALTH INSURANCE	22,404.00	1,282.24	1,282.24	2,575.82	2,575.82	19,828.18	88.50%	0.00	0.00	0.00	0.00
216. 100-2200-10000-5201010-12 TCHR HEALTH INSURANCE	2,500.00	0.00	0.00	0.00	0.00	2,500.00	100.00%	0.00	0.00	0.00	0.00
217. 100-2200-10000-5201010-13 TCHR HEALTH INSURANCE	2,500.00	0.00	0.00	0.00	0.00	2,500.00	100.00%	0.00	0.00	0.00	0.00
218. 100-2200-10000-5201015-11 TCHR DENTAL INSURANCE	670.00	27.92	27.92	55.84	55.84	614.16	91.66%	0.00	0.00	0.00	0.00
219. 100-2200-10000-5201015-12 TCHR DENTAL INSURANCE	335.00	27.92	27.92	55.84	55.84	279.16	83.33%	0.00	0.00	0.00	0.00
220. 100-2200-10000-5201015-13 TCHR DENTAL INSURANCE	335.00	27.92	27.92	55.84	55.84	279.16	83.33%	0.00	0.00	0.00	0.00
221. 100-2200-10000-5201020-11 FICA/MEDICARE	2,047.00	0.00	0.00	31.83	31.83	2,015.17	98.44%	0.00	0.00	0.00	0.00
222. 100-2200-10000-5201020-12 FICA/MEDICARE	302.00	0.00	0.00	20.08	20.08	281.92	93.35%	0.00	0.00	0.00	0.00
223. 100-2200-10000-5201020-13 FICA/MEDICARE	283.00	0.00	0.00	34.01	34.01	248.99	87.98%	0.00	0.00	0.00	0.00
224. 100-2200-10000-5201040-11 UNEMPLOYMENT COMP. INSURANC	250.00	0.00	0.00	0.00	0.00	250.00	100.00%	0.00	0.00	0.00	0.00
225. 100-2200-10000-5201040-12 UNEMPLOYMENT COMP. INSURANC	125.00	0.00	0.00	0.00	0.00	125.00	100.00%	0.00	0.00	0.00	0.00
226. 100-2200-10000-5201040-13 UNEMPLOYMENT COMP. INSURANC	125.00	0.00	0.00	0.00	0.00	125.00	100.00%	0.00	0.00	0.00	0.00
227. 100-2200-10000-5201050-11 WORKERS'COMP. INSURANCE	411.00	0.00	0.00	227.94	227.94	183.06	44.54%	0.00	0.00	0.00	0.00
228. 100-2200-10000-5201050-12 WORKERS'COMP. INSURANCE	308.00	0.00	0.00	226.98	226.98	81.02	26.30%	0.00	0.00	0.00	0.00
229. 100-2200-10000-5201050-13 WORKERS'COMP. INSURANCE	183.00	0.00	0.00	138.23	138.23	44.77	24.46%	0.00	0.00	0.00	0.00
230. 100-2200-10000-5202010-11 ED TECH - HEALTH	10,546.00	0.00	0.00	0.00	0.00	10,546.00	100.00%	0.00	0.00	0.00	0.00
231. 100-2200-10000-5202010-12 ED TECH - HEALTH	8,546.00	0.00	0.00	56.41	56.41	8,489.59	99.33%	0.00	0.00	0.00	0.00
232. 100-2200-10000-5202010-13 ED TECH - HEALTH	17,092.00	0.00	0.00	78.97	78.97	17,013.03	99.53%	0.00	0.00	0.00	0.00
233. 100-2200-10000-5202015-11 ED TECH - DENTAL	670.00	0.00	0.00	31.92	31.92	638.08	95.23%	0.00	0.00	0.00	0.00
234. 100-2200-10000-5202015-12 ED TECH - DENTAL	670.00	0.00	0.00	0.00	0.00	670.00	100.00%	0.00	0.00	0.00	0.00
235. 100-2200-10000-5202020-11 ED TECH - OASDI/MCR	656.00	41.97	41.97	45.40	45.40	610.60	93.07%	0.00	0.00	0.00	0.00
236. 100-2200-10000-5202020-12 ED TECH - OASDI/MCR	490.00	21.05	21.05	21.75	21.75	468.25	95.56%	0.00	0.00	0.00	0.00

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237. 100-2200-10000-5202020-13 ED TECH - OASD/MCR	283.00	34.57	36.14	246.86	87.22%	0.00
238. 100-2200-10000-5202040-11 ED TECH - UNEMPLOYMENT	250.00	10.10	10.62	239.38	95.75%	0.00
239. 100-2200-10000-5202040-12 ED TECH - UNEMPLOYMENT	125.00	0.00	0.24	124.76	99.80%	0.00
240. 100-2200-10000-5202040-13 ED TECH - UNEMPLOYMENT	125.00	0.00	0.00	125.00	100.00%	0.00
241. 100-2200-10000-5202050-11 ED TECH - WORKERS COMP	224.00	0.00	165.67	58.33	26.04%	0.00
242. 100-2200-10000-5202050-12 ED TECH - WORKERS COMP	103.00	0.00	76.28	26.72	25.94%	0.00
243. 100-2200-10000-5202050-13 ED TECH - WORKERS COMP	168.00	0.00	0.00	168.00	100.00%	0.00
244. 100-2200-10000-5203000-95 SPECIAL ED. (RR) SUBSTITUTE - BE	405.00	0.00	0.00	405.00	100.00%	0.00
245. 100-2200-10000-5231010-11 TCIR RETIREMENT	2,278.00	0.00	90.85	2,187.15	96.01%	0.00
246. 100-2200-10000-5231010-12 TCIR RETIREMENT	1,382.00	0.00	54.97	1,327.03	96.02%	0.00
247. 100-2200-10000-5232000-11 ED TECH - RETIREMENT	1,656.00	114.90	119.00	1,537.00	92.81%	0.00
248. 100-2200-10000-5232000-12 ED TECH - RETIREMENT	762.00	57.64	59.69	702.31	92.16%	0.00
249. 100-2200-10000-5232000-13 ED TECH - RETIREMENT	1,620.00	0.00	4.65	1,615.35	99.71%	0.00
250. 100-2200-10000-5330000-95 SPECIAL ED. (RR) TEACHER - TRAIN	2,000.00	0.00	48.00	1,952.00	97.60%	0.00
251. 100-2200-10000-5340000-95 SPECIAL ED. (RR) PURCH. PROF. S	64,000.00	0.00	1,739.00	62,261.00	6.25%	58,261.00
252. 100-2200-10000-5600010-95 SPECIAL ED. (RR) TEACHING SUPPL	1,800.00	113.59	113.59	1,686.41	93.68%	0.00
253. 100-2200-10000-5640000-95 SPECIAL ED. (RR) TEXTBOOKS	780.00	2,826.90	2,826.90	(2,046.90)	(284.73)%	174.05
254. 100-2200-10000-5690000-95 SPECIAL ED. (RR) OTHER SUPPLIE	2,450.27	539.76	1,349.76	1,100.51	9.54%	866.52
255. 100-2300-10000-5101010-11 SC SALARIES	56,950.00	2,190.38	4,284.62	52,665.38	92.47%	0.00
256. 100-2300-10000-5101010-13 SC SALARIES	41,750.00	1,576.92	3,086.54	38,663.46	92.60%	0.00
257. 100-2300-10000-5102000-11 SC ED TECH - WAGES	46,546.50	0.00	133.88	46,412.62	99.71%	0.00
258. 100-2300-10000-5102000-13 SC ED TECH - WAGES	19,530.00	36.25	78.25	19,451.75	99.59%	0.00
259. 100-2300-10000-5123000-95 SPECIAL ED. (SCC) SUBSTITUTE - W	3,750.00	0.00	0.00	3,750.00	100.00%	0.00
260. 100-2300-10000-5201010-11 TCIR HEALTH INSURANCE	18,350.00	1,522.96	3,045.92	15,304.08	83.40%	0.00
261. 100-2300-10000-5201010-13 TCIR HEALTH INSURANCE	8,546.00	726.69	1,451.83	7,094.17	83.01%	0.00
262. 100-2300-10000-5201015-11 TCIR DENTAL INSURANCE	335.00	27.92	55.84	279.16	83.33%	0.00
263. 100-2300-10000-5201015-13 TCIR DENTAL INSURANCE	335.00	27.92	55.84	279.16	83.33%	0.00
264. 100-2300-10000-5201020-11 FICA/MEDICARE	826.00	31.76	58.39	767.61	92.93%	0.00
265. 100-2300-10000-5201020-13 FICA/MEDICARE	605.00	0.00	0.00	605.00	100.00%	0.00
266. 100-2300-10000-5201040-13 UNEMPLOYMENT COMP. INSURANC	125.00	0.18	0.33	124.67	99.73%	0.00

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267. 100-2300-10000-5201050-11 WORKERS'COMP. INSURANCE	283.00	0.00	208.53	74.47	26.31%	0.00
268. 100-2300-10000-5201050-13 WORKERS'COMP. INSURANCE	206.00	0.00	152.87	53.13	25.79%	0.00
269. 100-2300-10000-5202010-11 ED TECH - HEALTH	2,000.00	0.00	0.00	2,000.00	100.00%	0.00
270. 100-2300-10000-5202010-13 ED TECH - HEALTH	16,936.00	0.00	112.82	16,823.18	99.33%	0.00
271. 100-2300-10000-5202015-13 ED TECH - DENTAL	670.00	0.00	0.00	670.00	100.00%	0.00
272. 100-2300-10000-5202020-11 ED TECH - OASDI/MCR	675.00	0.00	1.94	673.06	99.71%	0.00
273. 100-2300-10000-5202020-13 ED TECH - OASDI/MCR	283.00	0.52	0.95	282.05	99.66%	0.00
274. 100-2300-10000-5202040-11 ED TECH - UNEMPLOYMENT	250.00	0.00	0.00	250.00	100.00%	0.00
275. 100-2300-10000-5202040-13 ED TECH - UNEMPLOYMENT	125.00	0.00	0.00	125.00	100.00%	0.00
276. 100-2300-10000-5202050-11 ED TECH - WORKERS COMP	230.00	0.00	170.44	59.56	25.89%	0.00
277. 100-2300-10000-5202050-13 ED TECH - WORKERS COMP	148.00	0.00	71.51	76.49	51.68%	0.00
278. 100-2300-10000-5203000-95 SPECIAL ED. (SCC) SUBSTITUTE - B	290.00	0.00	0.00	290.00	100.00%	0.00
279. 100-2300-10000-5231010-11 TCHR RETIREMENT	2,084.00	86.96	170.10	1,913.90	91.83%	0.00
280. 100-2300-10000-5231010-13 TCHR RETIREMENT	1,528.00	62.60	122.53	1,405.47	91.98%	0.00
281. 100-2300-10000-5232000-11 ED TECH - RETIREMENT	1,704.00	0.00	5.32	1,698.68	99.68%	0.00
282. 100-2300-10000-5232000-13 ED TECH - RETIREMENT	715.00	1.44	3.11	711.89	99.56%	0.00
283. 100-2300-10000-5300062-95 PURCHASED PROF. SERVICES	1,000.00	0.00	0.00	1,000.00	100.00%	0.00
284. 100-2300-10000-5330000-95 SPECIAL ED. (SCC) TEACHER - TRAI	1,000.00	0.00	0.00	1,000.00	100.00%	0.00
285. 100-2300-10000-5610010-95 SPECIAL ED. (SCC) - INST. SUPPLIE	600.00	111.49	111.49	488.51	(6.87)%	529.78
286. 100-2400-10000-5123000-95 SPECIAL ED. HOME INST. TUTOR - W	8,400.00	0.00	0.00	8,400.00	100.00%	0.00
287. 100-2400-10000-5203000-95 SPECIAL ED. HOME INST. TUTOR - B	430.00	0.00	0.00	430.00	100.00%	0.00
288. 100-2400-10000-5233000-95 RETIREMENT	322.50	0.00	0.00	322.50	100.00%	0.00
289. 100-2500-23300-5104000-90 SPECIAL ED. - DIRECTOR SALARY	70,000.00	8,076.93	13,461.55	56,538.45	80.76%	0.00
290. 100-2500-23300-5118000-90 SPECIAL ED. - SECRETARY WAGE	29,811.00	1,583.98	2,448.39	27,362.61	91.78%	0.00
291. 100-2500-23300-5204000-90 SPECIAL ED. - DIRECTOR BENEFIT	2,598.00	109.68	180.32	2,417.68	93.05%	0.00
292. 100-2500-23300-5204010-90 ADMINISTRATION - HEALTH	18,428.00	1,631.86	3,263.72	15,164.28	82.28%	0.00
293. 100-2500-23300-5204015-90 ADMINISTRATION - DENTAL	335.00	27.92	55.84	279.16	83.33%	0.00
294. 100-2500-23300-5208000-90 SPECIAL ED. - SECRETARY BENEFIT	1,120.00	111.06	170.14	949.86	84.80%	0.00
295. 100-2500-23300-5208010-90 REGULAR E/E - HEALTH	18,025.00	749.08	1,272.09	16,752.91	92.94%	0.00
296. 100-2500-23300-5218015-90 Denial	335.00	13.96	23.71	311.29	92.92%	0.00

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	7/1/2018 - 6/30/2019	8/1/2018 - 8/31/2018	7/1/2018 - 8/31/2018		7/1/2018 - 8/31/2018	7/1/2018 - 8/31/2018
297. 100-2500-23300-5234000-90 RETIREMENT CONTRIBUTIONS/ADMINI	2,587.00	320.64	534.40	2,052.60	79.34%	0.00
298. 100-2500-23300-5330000-90 SPECIAL ED. - EE TRAINING & DE	2,500.00	0.00	155.00	2,345.00	92.55%	31.12
299. 100-2500-23300-5345000-90 LEGAL SERVICES	2,500.00	0.00	0.00	2,500.00	100.00%	0.00
300. 100-2500-23300-5444000-90 SPECIAL ED. - PURCHASED PROF. S	3,100.00	2,687.50	2,687.50	412.50	9.27%	125.00
301. 100-2500-23300-5444500-90 SPECIAL ED. - OFFICE COPIER LEAS	4,500.00	0.00	2,603.00	1,897.00	42.15%	0.00
302. 100-2500-23300-5532000-90 SPECIAL ED. - OFFICE TELEPHONE	1,500.00	5.90	135.08	1,364.92	90.99%	0.00
303. 100-2500-23300-5561000-90 SPECIAL ED. - TUITION/OUTSIDE P	861,182.50	0.00	200.00	860,982.50	99.97%	0.00
304. 100-2500-23300-5580000-90 SPECIAL ED. - OFFICE TRAVEL	2,000.00	0.00	0.00	2,000.00	100.00%	0.00
305. 100-2500-23300-5600000-90 SPECIAL ED. - OFFICE SUPPLIES	1,000.00	0.00	297.45	702.55	48.84%	214.14
306. 100-2500-23300-5810000-90 DUES & FEES - SPED OFFICE	605.00	0.00	415.00	190.00	31.40%	0.00
307. 100-2500-23300-5900000-90 CONTINGENCY SPEC ED	78,000.00	0.00	0.00	78,000.00	100.00%	0.00
308. 100-2800-21500-5101010-95 SPECIAL ED. SPEECH TEACHER - S	50,000.00	600.00	1,320.00	48,680.00	97.36%	0.00
309. 100-2800-21500-5201000-95 SPECIAL ED. SPEECH TEACHER - B	250.00	8.70	19.14	230.86	92.34%	0.00
310. 100-2800-21500-5201015-95 GROUP DENTAL INSURANCE	335.00	0.00	0.00	335.00	100.00%	0.00
311. 100-2800-21500-5201020-95 FICA/MEDICARE	725.00	0.00	0.00	725.00	100.00%	0.00
312. 100-2800-21500-5202040-95 UNEMPLOYMENT	120.00	0.00	0.00	120.00	100.00%	0.00
313. 100-2800-21500-5231010-95 RETIREMENT	1,680.00	23.82	52.40	1,627.60	96.88%	0.00
314. 100-2800-21500-5610010-95 INSTRUCTIONAL SUPPLIES	600.00	1,110.67	1,110.67	(510.67)	(95.02)%	59.50
315. 100-4100-10000-5340000-95 PURCHASED PROF. SERVICES	500.00	0.00	0.00	500.00	100.00%	0.00
316. 100-4300-10000-5121000-95 SUMMER PROGRAMMING - TUTO	2,349.00	1,272.25	2,071.38	277.62	11.81%	0.00
317. 100-4300-10000-5200000-95 SUMMER TUTOR - BENEFITS	114.00	19.03	31.26	82.74	72.57%	0.00
318. 100-4300-10000-5221000-95 Employer Benefits	0.00	4.52	8.18	(8.18)	---	0.00
Subtotal Special Education	\$1,779,501.77	\$36,618.27	\$69,405.84	\$1,710,095.93	92.71%	\$60,261.11

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	7/1/2018 - 6/30/2019	8/1/2018 - 8/31/2018	7/1/2018 - 8/31/2018		7/1/2018 - 8/31/2018	7/1/2018 - 8/31/2018
<u>Staff & Student Support</u>						
319. 100-0000-21200-5101010-11 GUIDANCE SALARIES - IIOLBROO	48,000.00	1,846.15	3,557.69	44,442.31	92.58%	0.00
320. 100-0000-21200-5101010-12 GUIDANCE SALARIES - EDDINGTO	34,189.00	788.46	2,084.19	32,104.81	93.90%	0.00
321. 100-0000-21200-5101010-13 GUIDANCE SALARIES - HOLDEN	34,189.00	788.46	2,084.20	32,104.80	93.90%	0.00
322. 100-0000-21200-5201010-11 GUIDANCE - HEALTH BENEFITS - H	2,500.00	0.00	0.00	2,500.00	100.00%	0.00
323. 100-0000-21200-5201010-12 GUIDANCE - HEALTH BENEFITS - E	4,234.00	351.88	703.76	3,530.24	83.37%	0.00
324. 100-0000-21200-5201010-13 GUIDANCE - HEALTH BENEFITS - H	4,234.00	351.94	703.88	3,530.12	83.37%	0.00
325. 100-0000-21200-5201015-11 GUIDANCE - DENTAL BENEFITS - H	335.00	27.92	55.84	279.16	83.33%	0.00
326. 100-0000-21200-5201015-12 GUIDANCE - DENTAL BENEFITS - E	167.50	13.96	27.92	139.58	83.33%	0.00
327. 100-0000-21200-5201015-13 GUIDANCE - DENTAL BENEFITS - H	167.50	13.96	27.92	139.58	83.33%	0.00
328. 100-0000-21200-5201020-11 GUIDANCE - MCR - IIOLBROOK	696.00	26.77	51.59	644.41	92.58%	0.00
329. 100-0000-21200-5201020-12 GUIDANCE - MCR - EDDINGTON	496.00	11.43	29.94	466.06	93.96%	0.00
330. 100-0000-21200-5201020-13 GUIDANCE - MCR - HOLDEN	496.00	11.43	29.95	466.05	93.96%	0.00
331. 100-0000-21200-5201040-11 GUIDANCE - UNEMPLOYMENT - IIO	125.00	0.00	0.00	125.00	100.00%	0.00
332. 100-0000-21200-5201040-12 GUIDANCE - UNEMPLOYMENT - E	62.50	3.94	3.94	58.56	93.69%	0.00
333. 100-0000-21200-5201040-13 GUIDANCE - UNEMPLOYMENT - H	62.50	3.94	3.94	58.56	93.69%	0.00
334. 100-0000-21200-5201050-11 GUIDANCE - WORKERS COMP - HO	238.00	0.00	177.76	60.24	25.31%	0.00
335. 100-0000-21200-5201050-12 GUIDANCE - WORKERS COMP - ED	169.00	0.00	125.18	43.82	25.92%	0.00
336. 100-0000-21200-5201050-13 GUIDANCE - WORKERS COMP - IIO	169.00	0.00	125.18	43.82	25.92%	0.00
337. 100-0000-21200-5231010-11 RETIREMENT	1,757.00	73.29	141.24	1,615.76	91.96%	0.00
338. 100-0000-21200-5231010-12 RETIREMENT	1,251.00	31.30	82.73	1,168.27	93.38%	0.00
339. 100-0000-21200-5231010-13 RETIREMENT	1,251.00	31.30	82.75	1,168.25	93.38%	0.00
340. 100-0000-21200-5610010-11 GUIDANCE SUPPLIES - IIOLBROO	815.00	0.00	0.00	815.00	40.12%	488.00
341. 100-0000-21200-5610010-12 GUIDANCE SUPPLIES - EDDINGTO	690.00	0.00	136.30	553.70	25.06%	380.75
342. 100-0000-21200-5610010-13 GUIDANCE SUPPLIES - IIOLDEN	690.00	0.00	0.00	690.00	69.85%	208.00
343. 100-0000-21300-5101010-90 NURSING SALARIES	56,663.00	2,179.35	4,320.24	52,342.76	92.37%	0.00
344. 100-0000-21300-5201010-90 NURSING - HEALTH BENEFITS - HO	8,468.00	703.82	1,407.64	7,060.36	83.37%	0.00
345. 100-0000-21300-5201015-90 NURSING - DENTAL BENEFITS	335.00	27.92	55.84	279.16	83.33%	0.00
346. 100-0000-21300-5201020-90 NURSING - MCR	822.00	31.60	62.08	759.92	92.44%	0.00
347. 100-0000-21300-5201040-90 NURSING - UNEMPLOYMENT	125.00	0.00	0.00	125.00	100.00%	0.00

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	7/1/2018 - 6/30/2019	8/1/2018 - 8/31/2018	7/1/2018 - 8/31/2018		7/1/2018 - 8/31/2018	7/1/2018 - 8/31/2018
348. 100-0000-21300-5201050-90 NURSING WORKERS COMP.	280.00	0.00	207.47	72.53	25.90%	0.00
349. 100-0000-21300-5231010-90 RETIREMENT	2,074.00	86.52	171.51	1,902.49	91.73%	0.00
350. 100-0000-21300-5300053-90 HEALTH - OTHER PURCHASES	700.00	0.00	0.00	700.00	100.00%	0.00
351. 100-0000-21300-5430010-90 NURSING EQUIPMENT REPAIR	100.00	0.00	0.00	100.00	25.00%	75.00
352. 100-0000-21300-5600000-90 NURSING SUPPLIES	3,720.00	0.00	0.00	3,720.00	0.58%	3,698.23
353. 100-0000-22100-5104000-90 CURRICULUM COORDINATOR SAL.	49,800.00	4,902.90	8,055.32	41,744.68	83.82%	0.00
354. 100-0000-22100-5201020-90 FICA/MEDICARE	722.00	68.66	112.04	609.96	84.48%	0.00
355. 100-0000-22100-5201040-90 UC & WC	383.00	0.00	139.30	243.70	63.62%	0.00
356. 100-0000-22100-5204000-90 CURRICULUM COORDINATOR BEN	680.00	5.58	11.16	668.84	98.35%	0.00
357. 100-0000-22100-5204010-90 ADMINISTRATION - HEALTH	7,210.00	559.56	1,119.12	6,090.88	84.47%	0.00
358. 100-0000-22100-5204015-90 ADMINISTRATION - DENTAL	134.00	11.16	22.32	111.68	83.34%	0.00
359. 100-0000-22100-5234000-90 RETIREMENT CONTRIBUTIONS/ADMINI	1,823.00	194.03	318.59	1,504.41	82.52%	0.00
360. 100-0000-22100-5330000-90 PROFESSIONAL EE TRAINING	500.00	0.00	25.00	475.00	95.00%	0.00
361. 100-0000-22100-5580000-90 STAFF TRAVEL	900.00	0.00	0.00	900.00	100.00%	0.00
362. 100-0000-22100-5600010-90 OFFICE SUPPLIES - CURR.	500.00	0.00	0.00	500.00	25.03%	374.85
363. 100-0000-22100-5810000-90 DUES & FEES	200.00	0.00	150.00	50.00	25.00%	0.00
364. 100-0000-22200-5102000-11 LIBRARY AIDE WAGES	18,648.00	0.00	101.50	18,546.50	99.45%	0.00
365. 100-0000-22200-5202010-11 LIBRARY AIDE HEALTH	8,468.00	0.00	112.82	8,355.18	98.66%	0.00
366. 100-0000-22200-5202015-11 LIBRARY ADIE - DENTAL	335.00	0.00	0.00	335.00	100.00%	0.00
367. 100-0000-22200-5202020-11 LIBRARY AIDE - FICA/MEDICARE	270.00	0.00	1.29	268.71	99.52%	0.00
368. 100-0000-22200-5202040-11 LIBRARY AIDE - UNEMPLOYMENT	125.00	0.00	0.00	125.00	100.00%	0.00
369. 100-0000-22200-5202050-11 LIBRARY AIDE - WORKERS COMP.	92.00	0.00	68.28	23.72	25.78%	0.00
370. 100-0000-22200-5232000-11 ED TECH - RETIREMENT	740.00	0.00	4.03	735.97	99.45%	0.00
371. 100-0000-22200-5640000-11 LIBRARY BOOKS - HOLBROOK	5,190.00	0.00	0.00	5,190.00	92.37%	395.80
372. 100-0000-22200-5640000-12 LIBRARY BOOKS - EDDINGTON	500.00	0.00	0.00	500.00	100.00%	0.00
373. 100-0000-22200-5640000-13 LIBRARY BOOKS - HOLDEN	500.00	0.00	0.00	500.00	100.00%	0.00
374. 100-0000-22200-5735000-11 TECHNOLOGY SOFTWARE	1,748.00	0.00	0.00	1,748.00	100.00%	0.00
375. 100-0000-22300-5104000-90 TECHNOLOGY COORDINATOR SAL.	70,815.00	8,195.07	13,666.49	57,148.51	80.70%	0.00
376. 100-0000-22300-5204000-90 TECHNOLOGY COOR. - BENEFITS	1,100.00	9.66	19.32	1,080.68	98.24%	0.00
377. 100-0000-22300-5204010-90 TECHNOLOGY COOR. - HEALTH	13,981.00	1,183.60	2,366.68	11,614.32	83.07%	0.00

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	7/1/2018 - 6/30/2019		8/1/2018 - 8/31/2018		7/1/2018 - 8/31/2018			7/1/2018 - 8/31/2018			
378. 100-0000-22300-5204015-90 TECHNOLOGY COOR. - DENTAL	335.00		27.92		55.84		279.16	83.33%		0.00	
379. 100-0000-22300-5204020-90 TECHNOLOGY COOR. - OASDI/MC	5,418.00		609.74		1,011.08		4,406.92	81.33%		0.00	
380. 100-0000-22300-5204040-90 TECHNOLOGY COOR. - UNEMPLOYMEN	125.00		0.00		0.00		125.00	100.00%		0.00	
381. 100-0000-22300-5204050-90 TECHNOLOGY COOR. - WORKERS C	351.00		0.00		259.30		91.70	26.12%		0.00	
382. 100-0000-22300-5234000-90 TECHNOLOGY COOR. - RETIREMEN	2,124.00		245.13		408.55		1,715.45	80.76%		0.00	
383. 100-0000-22300-5610000-11 TECHNOLOGY SUPPLIES - HOLBROO	4,255.00		193.80		352.38		3,902.62	50.70%		1,745.20	
384. 100-0000-22300-5610000-12 TECHNOLOGY SUPPLIES - EDDINGTO	2,760.00		113.89		249.89		2,510.11	51.98%		1,075.45	
385. 100-0000-22300-5610000-13 TECHNOLOGY SUPPLIES - HOLDE	2,715.00		113.89		249.89		2,465.11	46.15%		1,211.88	
386. 100-0000-22300-5650000-11 TECHNOLOGY TEACHING SOFTWARE	5,830.00		0.00		3,847.00		1,983.00	21.32%		739.50	
387. 100-0000-22300-5650000-12 TECHNOLOGY TEACHING SOFTWARE	1,820.00		0.00		216.00		1,604.00	47.50%		739.50	
388. 100-0000-22300-5650000-13 TECHNOLOGY TEACHING SOFTWARE	2,320.00		0.00		0.00		2,320.00	68.12%		739.50	
389. 100-0000-22300-5650000-90 TECHNOLOGY OTHER - DISTRICT	23,050.00		0.00		2,000.00		21,050.00	70.13%		4,884.75	
390. 100-0000-22300-5734000-11 TECHNOLOGY HARDWARE - HOLBR	19,300.00		0.00		16,683.72		2,616.28	13.55%		0.00	
391. 100-0000-22300-5734000-12 TECHNOLOGY TEACHING HARDWAR	12,745.00		0.00		10,163.94		2,581.06	20.25%		0.00	
392. 100-0000-22300-5734000-13 TECHNOLOGY TEACHING HARDWAR	19,249.00		6,347.26		18,138.70		1,110.30	5.76%		0.00	
393. 100-0000-22400-5600000-90 ACADEMIC ASSESSMENT SUPPLIE	6,150.00		0.00		5,415.00		735.00	11.95%		0.00	
Subtotal Staff & Student Sppt	\$504,182.00		\$30,187.19		\$101,805.23		\$402,376.77	76.48%		\$16,756.41	

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Account Number / Description	Adopted Budget 7/1/2018 - 6/30/2019	Current Period 8/1/2018 - 8/31/2018	Reported Period 7/1/2018 - 8/31/2018	Bal Reing	Percent Remaining 7/1/2018 - 8/31/2018	Encumbrances 7/1/2018 - 8/31/2018
<u>Subtotal Other Instruction</u>						
394. 100-9100-10000-5150000-11 CO-CURRICULAR STIPENDS - HOLBR	7,140.00	0.00	990.00	6,150.00	86.13%	0.00
395. 100-9100-10000-5200000-11 CO-CURRICULAR STIPEND BENEFIT	929.00	0.00	14.02	914.98	98.49%	0.00
396. 100-9100-10000-5230000-11 RETIREMENT	0.00	0.00	39.30	(39.30)	---	0.00
397. 100-9100-10000-5250015-11 Dental	0.00	0.00	4.52	(4.52)	---	0.00
398. 100-9200-10000-5154000-11 ATHLETIC DIRECTOR STIPEND	3,500.00	0.00	0.00	3,500.00	100.00%	0.00
399. 100-9200-10000-5154010-11 COACHING STIPEND - HOLBROOK	24,760.00	1,320.00	0.00	24,760.00	100.00%	0.00
400. 100-9200-10000-5200000-11 COACHING STIPENDS - BENEFITS	1,990.00	107.58	107.58	1,882.42	94.59%	0.00
401. 100-9200-10000-5500000-11 DUES & FEES	8,445.00	0.00	95.00	8,350.00	88.44%	881.00
402. 100-9200-10000-5600000-11 ATHLETIC SUPPLIES	2,450.00	0.00	0.00	2,450.00	51.02%	1,200.00
Subtotal Other Instrn	\$49,214.00	\$1,427.58	\$1,250.42	\$47,963.58	93.23%	\$2,081.00

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Account Number / Description	Adopted Budget	Current Period		Reported Period		Bal Remg	Percent Remaining		Encumbrances		
		7/1/2018 - 6/30/2019	8/1/2018 - 8/31/2018	8/1/2018 - 8/31/2018	7/1/2018 - 8/31/2018		7/1/2018 - 8/31/2018	7/1/2018 - 8/31/2018			
Facilities											
403. 100-0000-26000-5430010-11 CONTRACTED SERVICES & REPAIR	53,000.00		4,149.57		10,764.47	42,235.53		33.09%		24,694.87	
404. 100-0000-26000-5430010-12 CONTRACTED SERVICES & REPAIR	34,200.00		3,393.35		3,839.95	30,360.05		54.40%		11,754.64	
405. 100-0000-26000-5430010-13 CONTRACTED SERVICES & REPAIR	40,000.00		630.00		4,283.02	35,716.98		56.67%		13,047.65	
406. 100-0000-26000-5431020-11 SNOW REMOVAL - HOLBROOK	4,964.00		0.00		0.00	4,964.00		0.00%		4,964.00	
407. 100-0000-26000-5431020-12 SNOW REMOVAL - EDDINGTON	4,963.00		0.00		0.00	4,963.00		0.00%		4,963.00	
408. 100-0000-26000-5431020-13 SNOW REMOVAL - HOLDEN	4,963.00		0.00		0.00	4,963.00		0.00%		4,963.00	
409. 100-0000-26000-5431025-11 TRASH REMOVAL - HOLBROOK	4,450.00		0.00		2,225.00	2,225.00		0.00%		2,225.00	
410. 100-0000-26000-5431025-12 TRASH REMOVAL - EDDINGTON	2,912.50		0.00		1,456.00	1,456.50		0.01%		1,456.00	
411. 100-0000-26000-5431025-13 TRASH REMOVAL - HOLDEN	2,912.50		0.00		1,336.50	1,576.00		8.22%		1,336.50	
412. 100-0000-26001-5118000-90 Maint Dir Wages	31,853.50		3,675.42		6,125.70	25,727.80		80.76%		0.00	
413. 100-0000-26001-5208000-90 OTHER EE BENEFITS	2,907.00		296.21		498.67	2,408.33		78.82%		117.00	
414. 100-0000-26001-5208010-90 REGULAR E/E - HEALTH	4,195.00		351.98		703.96	3,491.04		83.21%		0.00	
415. 100-0000-26001-5218015-90 Dental	167.50		13.96		27.92	139.58		83.33%		0.00	
416. 100-0000-26001-5238000-90 RETIREMENT CONT./REGULAR E/	1,283.00		110.28		183.80	1,099.20		85.67%		0.00	
417. 100-0000-26100-5118020-11 CUSTODIAL WAGES - HOLBROOK	100,761.20		13,377.70		22,421.98	78,339.22		77.74%		0.00	
418. 100-0000-26100-5118020-12 CUSTODIAL WAGES - EDDINGTON	58,585.60		7,242.16		11,948.36	46,637.24		79.60%		0.00	
419. 100-0000-26100-5118020-13 CUSTODIAL WAGES - HOLDEN	58,650.00		6,599.60		10,738.80	47,911.20		81.69%		0.00	
420. 100-0000-26100-5208010-11 CUSTODIAL HEALTH - HOLBROOK	25,404.00		2,680.99		5,087.88	20,316.12		79.97%		0.00	
421. 100-0000-26100-5208010-12 CUSTODIAL HEALTH - EDDINGTO	16,936.00		1,407.64		2,813.20	14,122.80		83.38%		0.00	
422. 100-0000-26100-5208010-13 CUSTODIAL HEALTH - HOLDEN	16,936.00		1,407.64		2,815.28	14,120.72		83.37%		0.00	
423. 100-0000-26100-5208015-11 CUSTODIAL DENTAL - HOLBROOK	1,005.00		0.00		0.00	1,005.00		100.00%		0.00	
424. 100-0000-26100-5208015-12 CUSTODIAL DENTAL - EDDINGTO	670.00		0.00		0.00	670.00		100.00%		0.00	
425. 100-0000-26100-5208015-13 CUSTODIAL DENTAL - HOLDEN	670.00		0.00		0.00	670.00		100.00%		0.00	
426. 100-0000-26100-5208020-11 CUSTODIAL OASDI/MCR - HOLBROO	7,708.00		996.28		1,660.50	6,047.50		78.45%		0.00	
427. 100-0000-26100-5208020-12 CUSTODIAL OASDI/MCR - EDDINGTO	4,482.00		545.05		896.10	3,585.90		80.00%		0.00	
428. 100-0000-26100-5208020-13 CUSTODIAL OASDI/MCR - HOLDE	4,487.00		492.91		797.60	3,689.40		82.22%		0.00	
429. 100-0000-26100-5208040-11 CUSTODIAL UNEMPLOYMENT - HO	375.00		0.98		2.95	372.05		99.21%		0.00	
430. 100-0000-26100-5208040-12 CUSTODIAL UNEMPLOYMENT - ED	250.00		0.00		5.53	244.47		97.78%		0.00	
431. 100-0000-26100-5208040-13 CUSTODIAL UNEMPLOYMENT - HO	250.00		0.63		3.90	246.10		98.44%		0.00	

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Account Number / Description	Adopted Budget 7/1/2018 - 6/30/2019	Current Period 8/1/2018 - 8/31/2018	Reported Period 7/1/2018 - 8/31/2018	Bal Remg	Percent Remaining 7/1/2018 - 8/31/2018	Encumbrances 7/1/2018 - 8/31/2018
432. 100-0000-26100-5208050-11 CUSTODIAL WORKERS COMP. - HO	5,538.00	0.00	0.00	5,538.00	30.75%	3,835.00
433. 100-0000-26100-5208050-12 CUSTODIAL WORKERS COMP. - ED	3,220.00	0.00	500.00	2,720.00	30.09%	1,751.00
434. 100-0000-26100-5208050-13 CUSTODIAL WORKERS COMP. - HO	3,223.00	0.00	500.00	2,723.00	30.15%	1,751.00
435. 100-0000-26100-5218015-11 Denial	0.00	106.35	201.83	(201.83)	—	0.00
436. 100-0000-26100-5218015-12 Denial	0.00	55.84	111.60	(111.60)	—	0.00
437. 100-0000-26100-5218015-13 Denial	0.00	55.84	111.68	(111.68)	—	0.00
438. 100-0000-26100-5238000-11 CUSTODIAL RETIREMENT - HOLBROO	2,122.00	0.00	0.00	2,122.00	100.00%	0.00
439. 100-0000-26100-5238000-12 CUSTODIAL RETIREMENT - EDDINGT	1,758.00	0.00	0.00	1,758.00	100.00%	0.00
440. 100-0000-26100-5238000-13 CUSTODIAL RETIREMENT - HOLDE	860.00	0.00	0.00	860.00	100.00%	0.00
441. 100-0000-26100-5238020-11 retirement	0.00	297.50	471.87	(471.87)	—	0.00
442. 100-0000-26100-5238020-13 retirement	0.00	107.22	173.32	(173.32)	—	0.00
443. 100-0000-26100-5521000-11 BUILDING INSURANCE	19,070.00	0.00	15,028.00	4,042.00	21.19%	0.00
444. 100-0000-26100-5600000-11 CUSTODIAL SUPPLIES - HOLBROO	8,000.00	0.00	4,689.06	3,310.94	10.21%	2,493.92
445. 100-0000-26100-5600000-12 CUSTODIAL SUPPLIES - EDDINGTO	5,300.00	0.00	2,982.55	2,317.45	5.98%	2,000.00
446. 100-0000-26100-5600000-13 CUSTODIAL SUPPLIES - HOLDEN	5,700.00	0.00	3,718.10	1,981.90	4.94%	1,700.00
447. 100-0000-26100-5622000-11 ELECTRICITY - HOLBROOK	46,000.00	0.00	2,036.12	43,963.88	95.57%	0.00
448. 100-0000-26100-5622000-12 ELECTRICITY - EDDINGTON	28,000.00	997.49	2,357.83	25,642.17	91.57%	0.00
449. 100-0000-26100-5622000-13 ELECTRICITY - HOLDEN	26,500.00	1,036.92	2,564.97	23,935.03	90.32%	0.00
450. 100-0000-26100-5654024-11 HEATING OIL - HOLBROOK	40,000.00	0.00	0.00	40,000.00	0.00%	40,000.00
451. 100-0000-26100-5654024-12 HEATING OIL - EDDINGTON	25,000.00	0.00	0.00	25,000.00	0.00%	25,000.00
452. 100-0000-26100-5654024-13 HEATING OIL - HOLDEN	24,700.00	0.00	0.00	24,700.00	0.00%	24,700.00
453. 100-0000-26100-5900000-90 OTHER - CONTINGENCY	10,000.00	0.00	0.00	10,000.00	100.00%	0.00
454. 100-0000-26200-5430010-11 SPECIAL BUILDING REPAIRS - HOLB	3,000.00	0.00	0.00	3,000.00	30.00%	2,100.00
455. 100-0000-26200-5430010-13 SPECIAL BUILDING REPAIRS - HILD	800.00	0.00	0.00	800.00	100.00%	0.00
456. 100-0000-26200-5430033-11 MAINTENANCE PROJECTS - HOLBRO	24,000.00	19,560.00	27,834.50	(3,834.50)	(38.89)%	5,500.00
457. 100-0000-26200-5430033-12 MAINTENANCE PROJECTS - EDDING	9,200.00	2,400.00	2,400.00	6,800.00	62.53%	1,046.60
458. 100-0000-26200-5430033-13 MAINTENANCE PROJECTS - HOLDE	3,000.00	0.00	0.00	3,000.00	100.00%	0.00
459. 100-0000-26200-5600010-11 MAINTENANCE SUPPLIES - HOLBROO	7,900.00	551.84	1,780.88	6,119.12	49.87%	2,178.62
460. 100-0000-26200-5600010-12 MAINTENANCE SUPPLIES - EDDINGT	6,300.00	133.98	1,775.00	4,525.00	36.99%	2,194.24
461. 100-0000-26200-5600010-13 MAINTENANCE SUPPLIES - HOLDE	5,400.00	19.95	1,917.61	3,482.39	28.45%	1,945.99

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462. 100-0000-26200-5600012-11 SUPPLIES - ATHLETIC FIELDS - HOL	7,689.80	1,535.40	1,535.40	6,154.40	40.09%	3,071.27
463. 100-0000-26200-5605000-13 MAINT. EQUIPMENT - HOLDEN	300.00	0.00	284.05	15.95	5.31%	0.00
464. 100-0000-26200-5626026-90 MAINTENANCE FUEL	500.00	0.00	120.28	379.72	75.94%	0.00
Subtotal Facilities	\$813,021.60	\$74,230.68	\$163,731.72	\$649,289.88	56.39%	\$190,789.30

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Account Number / Description	Adopted Budget	Current Period		Reported Period		Bal Remg	Percent Remaining		Encumbrances		
	7/1/2018 - 6/30/2019	8/1/2018 - 8/31/2018	8/1/2018 - 8/31/2018	7/1/2018 - 8/31/2018	7/1/2018 - 8/31/2018		7/1/2018 - 8/31/2018	7/1/2018 - 8/31/2018			
Transportation											
465. 100-0000-27000-5118040-90 TRANSPORTATION - SALARIES & W	225,230.28	2,763.24		5,429.41		219,800.87	97.58%		0.00		
466. 100-0000-27000-5118050-90 TRANSPORTATION - MAINTENANC	45,816.00	5,407.80		9,726.20		36,089.80	78.77%		0.00		
467. 100-0000-27000-5208010-90 TRANSPORTATION - HEALTH	62,277.00	1,055.73		2,963.79		59,313.21	95.24%		0.00		
468. 100-0000-27000-5208015-90 TRANSPORTATION - DENTAL	2,010.00	0.00		0.00		2,010.00	100.00%		0.00		
469. 100-0000-27000-5208020-90 TRANSPORTATION - OASDI/MCR	20,735.00	614.13		1,132.08		19,602.92	94.54%		0.00		
470. 100-0000-27000-5208040-90 TRANSPORTATION - UNEMPLOYMEN	1,625.00	0.74		5.87		1,619.13	99.63%		0.00		
471. 100-0000-27000-5208050-90 TRANSPORTATION - WORKERS CO	21,236.00	1,839.73		2,339.73		18,896.27	31.48%		12,210.27		
472. 100-0000-27000-5218015-90 Denial	0.00	27.92		72.59		(72.59)	---		0.00		
473. 100-0000-27000-5238000-90 TRANSPORTATION - RETIREMENT	4,573.00	0.00		0.00		4,573.00	100.00%		0.00		
474. 100-0000-27000-5238040-90 RETIREMENT	0.00	30.79		55.66		(55.66)	---		0.00		
475. 100-0000-27000-5238050-90 RETIREMENT	0.00	175.17		313.37		(313.37)	---		0.00		
476. 100-0000-27000-5445000-90 LEASE OF GARAGE	23,625.00	0.00		5,906.25		17,718.75	0.00%		17,718.75		
477. 100-0000-27000-5445100-90 Utilities-Bus Garage	8,240.00	191.31		309.55		7,930.45	50.85%		3,740.00		
478. 100-0000-27000-5445200-90 Trash	0.00	0.00		120.06		(120.06)	---		120.06		
479. 100-0000-27000-5500000-90 OTHER PURCHASED TRANS. EXPENS	2,125.00	435.31		784.73		1,340.27	45.25%		378.52		
480. 100-0000-27000-5500010-90 PHYSICALS & RANDOM DRUG TES	3,700.00	428.00		856.00		2,844.00	45.10%		1,175.00		
481. 100-0000-27000-5520000-90 FLEET INSURANCE	9,000.00	0.00		7,429.00		1,571.00	17.45%		0.00		
482. 100-0000-27000-5532020-90 TELEPHONE - BUS GARAGE	1,600.00	0.00		221.60		1,378.40	16.90%		1,108.00		
483. 100-0000-27000-5626000-90 FLEET FUEL	72,500.00	0.00		774.30		71,725.70	98.93%		0.00		
484. 100-0000-27000-5670000-90 VEHICLE PARTS & SUPPLIES	58,000.00	3,487.71		11,744.07		46,255.93	41.33%		22,279.67		
485. 100-0000-27000-5831000-90 PURCHASE OF VEHICLES - PRINCIP	117,266.00	5,500.00		5,500.00		111,766.00	95.30%		0.00		
486. 100-0000-27000-5832000-90 PURCHASE OF VEHICLES - INTERES	3,000.00	0.00		0.00		3,000.00	100.00%		0.00		
487. 100-0000-27001-5118000-90 Trans Dir Wages	31,853.50	3,675.39		6,125.65		25,727.85	80.76%		0.00		
488. 100-0000-27001-5208000-90 OTHER EE BENEFITS	2,907.00	296.10		539.19		2,367.81	77.42%		117.00		
489. 100-0000-27001-5208010-90 REGULAR E/E - HEALTH	4,195.00	351.84		703.68		3,491.32	83.22%		0.00		
490. 100-0000-27001-5218015-90 Denial	167.50	13.96		27.92		139.58	83.33%		0.00		
491. 100-0000-27001-5238000-90 RETIREMENT CONT./REGULAR E/	1,283.00	110.25		183.75		1,099.25	85.67%		0.00		
492. 100-0000-27500-5118000-90 S/E TRANSPORTAION - WAGES	43,544.00	842.62		2,473.01		41,070.99	94.32%		0.00		
493. 100-0000-27500-5208000-90 S/E TRANSPORTATION - BENEFITS	4,126.00	64.09		171.62		3,954.38	95.84%		0.00		

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	7/1/2018 - 6/30/2019	8/1/2018 - 8/31/2018	7/1/2018 - 8/31/2018		7/1/2018 - 8/31/2018	7/1/2018 - 8/31/2018
494. 100-0000-27500-5208010-90 S/E TRANSPORTATION - HEALTHI	16,936.00	134.29	762.63	16,173.37	95.49%	0.00
495. 100-0000-27500-5218015-90 Dental	670.00	5.33	21.53	648.47	96.78%	0.00
496. 100-0000-27500-5238000-90 S/E TRANSPORTATION - RETIREMEN	978.00	41.71	90.91	887.09	90.70%	0.00
Subtotal Transportation	\$789,218.28	\$27,493.16	\$66,784.15	\$722,434.13	84.08%	\$58,847.27

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Account Number / Description	Adopted Budget	Current Period	Reported Period	Bal Remg	Percent Remaining	Encumbrances
	7/1/2018 - 6/30/2019	8/1/2018 - 8/31/2018	7/1/2018 - 8/31/2018		7/1/2018 - 8/31/2018	7/1/2018 - 8/31/2018
ALL Other						
497 100-0000-00000-5900000-90 CONTINGENCY FUND	10,000.00	0.00	0.00	10,000.00	100.00%	0.00
Subtotal All Other	\$10,000.00	\$0.00	\$0.00	\$10,000.00	100.00%	\$0.00
TOTAL ALL EXPENSES	\$10,421,673.79	\$344,017.43	\$798,744.99	\$9,622,928.80	88.81%	\$367,082.21
NET REVENUE OVER EXPENSE	\$0.00	\$(440,269.45)	\$(711,897.92)	\$711,897.92	—	\$367,082.21

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Adult Education						
498. 150-0000-10000-4111400-91 ADULT EDUCATION - LOCAL ONL	(505.79)	(42.15)	(42.15)	(463.64)	91.66%	0.00
499. 150-0000-10000-4111400-92 ADULT EDUCATION - LOCAL ONL	(1,151.20)	(95.93)	(191.86)	(959.34)	83.33%	0.00
500. 150-0000-10000-4111400-93 ADULT EDUCATION - LOCAL ONLY	(1,925.06)	(160.41)	(320.82)	(1,604.24)	83.33%	0.00
501. 150-6300-10000-5564000-40 UTC - REGIONAL ADULT ASSESSMEN	3,582.05	298.50	597.00	2,985.05	0.00%	2,985.05
Subtotal Adult Education	\$0.00	\$0.01	\$42.17	\$(42.17)	--	\$2,985.05

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<u>Transportation for Other Units</u>						
502. 100-0000-27000-5118040-20 DRIVER WAGES-DEDIAM	0.00	1,052.65	1,883.87	(1,883.87)	---	0.00
503. 100-0000-27000-5202040-20 UNEMPLOYMENT	0.00	18.25	31.91	(31.91)	---	0.00
504. 100-0000-27000-5208010-20 REGULAR E/E - HEALTH (DEDIHAM	0.00	0.00	351.91	(351.91)	---	0.00
505. 100-0000-27000-5208020-20 REGULAR E/E - OASDI/MCR (D)	0.00	65.27	113.24	(113.24)	---	0.00
506. 100-0000-27000-5218015-20 Dental	0.00	0.00	13.96	(13.96)	---	0.00
507. 100-0000-27000-5238040-20 RETIREMENT	0.00	0.65	13.14	(13.14)	---	0.00
Sub Total Trans to Other Units	\$0.00	\$1,136.82	\$2,408.03	\$(2,408.03)	---	\$0.00



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.

DRAFT

TO: RSU 63 BOARD of DIRECTORS

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

RE: MONTHLY REPORT

DATE: SEPTEMBER 2018

A few items under "New Business" on the Agenda for our September 24th Board Meeting require some background information.

Grade Level Agreements and Instructional Materials for Health

Since January, Hillari Morgan (Grade 8 Teacher) has been facilitating the Curriculum Committee's work on developing Grade Level Agreements and selecting instructional materials for Health. Our group met last week and reviewed the final drafts. In your Board packet, you will find

- Minutes from our September 11th Curriculum Committee meeting,
- Draft Grade Level Agreements for Health,
- Draft Health Curriculum Map (outlining "who" will be teaching "what"), and
- Examples from grades four through eight of some functions of the body and cycles of life content (I chose these examples because they cover content a few parents may find controversial. During the Board meeting, we can discuss how these topics are handled, how information is conveyed to parents, and how parents may have their child "opt out" of any topic they feel controversial or against their beliefs.)

I will bring some of the Great Body Shop student "magazines" and teacher resources to the Board meeting. If you would like to see these prior to our meeting, please let me know or stop by the Central Office.

"Curriculum" often consists of knowledge (what students should know), skills (what students should be able to do), resources (for teachers to help students learn the knowledge and apply the skills), and assessments (how teachers determine whether or not students are learning and applying the content knowledge and skills). When reading the Draft Grade Level Agreements, you will notice we emphasize the life-long skills students will be learning to apply. We strongly believe these skills of analyzing influences (positive and negative), accessing valid and reliable information, decision making, communication, advocacy, goal setting, and self-management will benefit our students in life and across all content areas.

I would like to thank Hillari and the members of the Curriculum Committee for all their hard work as well as those who will be teaching this important topic.



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.

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Revisions to the Peer Component of RSU 63's Professional Growth and Evaluation System

In June, the State changed the rules around Teacher Peer Review and Mentoring. Our Steering Committee worked over the summer to revise the "Peer Review Participation" section of our RSU 63 Professional Growth and Evaluation System to ensure we follow the new rules. Teachers who have a provisional, conditional, or transitional certificate as well as any teacher who is new to our district must be observed by a peer mentor three times per year. In the past, we have assigned mentors to teachers in all these categories. The only change for us is to make sure the peer review activities for teachers in these categories are three observations. Professionally certified teachers who have been in our district for more than a year are still allowed to participate in a broader range of peer review activities.

Ashley Perry, Brenda DeRoche, and Maddy Roberts did an excellent job clarifying the process and developing the flow chart on page 16.

Election of Delegate to the Maine School Board Association Assembly

The 45th Annual Maine School Management Association's (MSMA) Fall Conference will be Thursday, October 25th and Friday, October 26th at the Augusta Civic Center. During that conference, the Maine School Board Association (MSBA) will hold their Delegate Assembly (3:25 on Thursday, October 25th). It would benefit RSU 63 (and students across the State) to have a Board member represent RSU 63 at that meeting. The conference is also a great opportunity to learn about many different topics, get free advice from lawyers, visit with vendors who provide resources to schools, and connect with board members from other districts. There is money in the budget for two board members to attend the conference and for one hotel room and travel expenses. Information about the keynote speaker can be found in your Board packet.

Superintendent Evaluation Form

A. Board Relations					Rating and Comments	
	Ineffective (1)	Partially Effective (2)	Effective (3)	Highly Effective (4)		
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)	Rating and Comments
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					Rating and Comments
	Ineffective (1)	Partially Effective (2)	Effective (3)	Highly Effective (4)	
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					
	Ineffective (1)	Partially Effective (2)	Effective (3)	Highly Effective (4)	Rating and Comments
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 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)	Rating and Comments
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

Superintendent Evaluation - Staff Survey

Hello RSU 63 Staff Members,

This survey is being conducted by the RSU 63 Board of Directors as part of the Superintendent/Director of Curriculum and Instruction evaluation process. Please be assured that your responses will remain anonymous. Please complete the survey by Friday, October 12th. Thank you very much for your time.

Years familiar with the work of Susan Smith

- ☐ 0
- ☐ 1 to 3
- ☐ 4 or more

Please mark the category that best fits you

- ☐ Support Staff = I work in RSU 63 in a job other than a teacher or administrator
- ☐ Teacher = I am a certified teacher or OT, SLP, etc.
- ☐ Administrator

Information

- ☐ Ineffective: Does not provide the information the staff needs to perform responsibilities.
- ☐ Partially Effective: Keeps only some staff members informed, making it difficult to perform responsibilities.
- ☐ Effective: Keeps staff informed with appropriate information as needed so they may perform responsibilities.
- ☐ Highly Effective: Keeps all staff members informed with appropriate, regular communication so they may perform responsibilities.
- ☐ N/A (I have no basis to judge this on)



Meeting Materials and Background

- ☐ Ineffective: Meeting materials aren't available. People arrive at meetings without any prior information regarding agenda.
- ☐ Partially Effective: Meeting materials are incomplete, and don't include supporting information.
- ☐ Effective: Materials are provided. Some supporting information is included.
- ☐ Highly Effective: Meeting materials are provided with supporting information in order to make informed decisions.
- ☐ N/A (I have no basis to judge this on)

Staff Questions

- ☐ Ineffective: Staff questions are rarely answered.
- ☐ Partially Effective: Staff questions are answered, but not all members are apprised of relevant questions/answers.
- ☐ Effective: Staff questions are addressed with occasional follow-up to members.
- ☐ Highly Effective: Staff questions are answered thoroughly with communication to all members to ensure understanding.
- ☐ N/A (I have no basis to judge this on)



Policy Information and Involvement

- ☐ Ineffective: Makes recommendations without regard to impact of policy on staff. Does not inform staff of policy issues.
- ☐ Partially Effective: Minimally involves in and informs staff of policies/ policy issues.
- ☐ Effective: Involves staff in and informs staff of policies/policy issues.
- ☐ Highly Effective: Is proactive and seeks input in the determination of district needs and policy priorities.
- ☐ N/A (I have no basis to judge this on)



District Image

DRAFT

- ☐ Ineffective: Is negative about the district.
- ☐ Partially Effective: Doesn't actively promote the district.
- ☐ Effective: Projects a positive image of the district as expected.
- ☐ Highly Effective: Projects and promotes a positive image of the district.
- ☐ N/A (I have no basis to judge this on)

Communication

- ☐ Ineffective: Isn't readily available.
- ☐ Partially Effective: Provides appropriate information only when asked.
- ☐ Effective: Actively seeks two-way communication with staff as appropriate.
- ☐ Highly Effective: Actively seeks communication, as appropriate, and works to provide alternative means of contact with staff
- ☐ N/A (I have no basis to judge this on)



Approachability

DRAFT

- ☐ Ineffective: Is neither visible nor approachable by members of the staff.
- ☐ Partially Effective: Is visible, at a distance.
- ☐ Effective: Is visible and approachable by members of the staff.
- ☐ Highly Effective: Is visible and approachable by members of the staff. Attends a variety of events.
- ☐ N/A (I have no basis to judge this on)



Internal Communications

- ☐ Ineffective: Doesn't have specific system to inform staff of important matters.
- ☐ Partially Effective: A system has been established, but it is not applied consistently.
- ☐ Effective: A system is used to address personnel matters with consistency, fairness, discretion, and impartiality.
- ☐ Highly Effective: Establishes a system that is proactive with personnel matters. Personnel policies are routinely discussed and promoted.
- ☐ N/A (I have no basis to judge this on)



Personnel Matters

- ☐ Ineffective: There is no system to handle personnel matters in a consistent manner. Some situations may be handled with bias.
- ☐ Partially Effective: A system has been established, but it is not applied consistently.
- ☐ Effective: A system is used to address personnel matters with consistency, fairness, discretion, and impartiality.
- ☐ Highly Effective: Establishes a system that is proactive with personnel matters. Personnel policies are routinely discussed and promoted.
- ☐ N/A (I have no basis to judge this on)

Delegation of Duties

DRAFT

- ☐ Ineffective: Doesn't delegate duties.
- ☐ Maintains personal control over all district operations.
- ☐ Partially Effective: Delegates duties to staff, but retains final decision-making authority.
- ☐ Effective: Delegates responsibilities to staff within their abilities and then provides support to ensure their success.
- ☐ Highly Effective: Delegates responsibility to staff that will foster professional growth, leadership, and decision-making skills.
- ☐ N/A (I have no basis to judge this on)



Recruitment

- ☐ Ineffective: There is no formal recruitment process and/or hires are considered in an arbitrary manner.
- ☐ Partially Effective: A formal recruitment process is in place, but is not used consistently.
- ☐ Effective: Follows a formal recruitment process for each hiring opportunity.
- ☐ Highly Effective: Follows a formal recruitment process for each hiring opportunity. Actively recruits the best staff available and encourages their application to the district.
- ☐ N/A (I have no basis to judge this on)

Visability

- ☐ Ineffective: Seldom visits buildings.
- ☐ Partially Effective: Is present at building programs and special activities.
- ☐ Effective: Visits buildings/classrooms as time permits.
- ☐ Highly Effective: Regular visits to buildings and classrooms are a priority item.
- ☐ N/A (I have no basis to judge this on)

Budget Development and Maintenance

- ☐ Ineffective: Superintendent's budget knowledge is limited. The budget is developed and managed without taking into consideration current needs of the district.

- ☐ Partially Effective: Superintendent works to develop and manage the budget to meet the immediate fiscal issues. Decisions are primarily reactive to current needs of the district.

- ☐ Effective: 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.

- ☐ Highly Effective: 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.

- ☐ N/A (I have no basis to judge this on)

Resource Allocation

DRAFT

- ☐ Ineffective: Resources are allocated without consideration of district needs.
- ☐ Partially Effective: Resources are allocated to meet immediate needs.
- ☐ Effective: Resources are distributed based upon district goals and seek to meet immediate objectives.
- ☐ Highly Effective: Resources are distributed based upon district goals and seek to meet immediate and long-range objectives.
- ☐ N/A (I have no basis to judge this on)



Professional Knowledge

DRAFT

- ☐ Ineffective: Is unaware of current instructional programs.
- ☐ Partially Effective: Is somewhat knowledgeable of current instructional programs. Relies on others for info./data.
- ☐ Effective: Demonstrates knowledge of current instructional programs, and is able to discuss them.
- ☐ Highly Effective: Demonstrates knowledge and comfort with current instructional programs. Seeks to communicate with others how the district is implementing best practices.
- ☐ N/A (I have no basis to judge this on)

Focus on Students

- ☐ Ineffective: Focus is on the management of the district and maintaining day-to-day operations. Student achievement isn't the priority.
- ☐ Partially Effective: Student achievement is a concern, but does not always guide decisions made within the district.
- ☐ Effective: Student achievement is important and guides decisions made within the district.
- ☐ Highly Effective: 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.
- ☐ N/A (I have no basis to judge this on)

Goal Development

- ☐ Ineffective: Goals are not developed.
- ☐ Partially Effective: Goals are defined by implementing state curriculum and seeking to maximize student scores.
- ☐ Effective: Facilitates the development of short-term goals for the district. Provides the necessary financial resources to meet those goals.
- ☐ Highly Effective: 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.
- ☐ N/A (I have no basis to judge this on)

Staff Development

- ☐ Ineffective: Staff development isn't provided.
☐ Staff members are responsible for their own improvement.
- ☐ Partially Effective: Staff development programs are offered based upon available opportunities.
- ☐ Effective: Staff development programs are offered based upon available opportunities that are targeted toward increasing student achievement.
- ☐ Highly Effective: Staff development programs are targeted toward district-specific goals and are sustained to increase student achievement.
- ☐ N/A (I have no basis to judge this on)

DRAFT

Curriculum

- ☐ Ineffective: Curriculum isn't a priority in the district.
- ☐ Partially Effective: Allows teachers to define their own curriculum. There is little or no coordination.
- ☐ Effective: A curriculum is in place that seeks to meet the state standards.
- ☐ Highly Effective: 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.
- ☐ N/A (I have no basis to judge this on)

Is there anything else you would like to add?

Your answer

SUBMIT

Never submit passwords through Google Forms.



CURRICULUM COMMITTEE MEETING MINUTES
September 11th 2018
HOLBROOK SCHOOL, 3:30-4:45

Long Term Goals:

- Guide curriculum and instructional resource decisions.
- Support the implementation of these decisions and resources.
- Bring forward and help address challenges and problems in order to continually improve our curriculum and instructional resources.

Outcomes We are Working Towards:

- Board Approved K-8 Grade Level Agreements for Health
- Board Approved Health Instructional Resources

- I. **Present:** Erin Adams, Helen Allen-Weldon, Michele Archambault, Samantha Bedore, Dawna Bickford, Deanie Brownell, Nikki Goss, Krista-Rae Helms, Kathy Jellison, Kelsey Linscott, Richard Modery, Hillari Morgan, Val Palmer, Maddy Roberts, Susan Smith, Polly Sparhawk
- II. **Reviewed/Edited Grade Level Brochure Information:** We broke into pairs to closely look at each Grade Level. We then came back as a whole group to discuss the recommended edits. Hillari Morgan recorded the changes as we went along.
- III. **Reviewed the Health Curriculum Map:** We briefly reviewed this document. The teacher from each grade level and the health teacher for each grade level confirmed the document looked accurate and they are comfortable with the topics.
- IV. **Training:** Training in the use of the Great Body Shop materials will be held on September 24th in the Holbrook Conference Room.

8:00 – 11:00 (Grades K – 4) Janet Nichols, Julia Alley, Krista-Rae Helms, Helen Allen, Kathy Jellison

12:00 – 3:00 (Grades 5 – 8) Joy Walters, Maddy Roberts, Polly Sparhawk, Hillari Morgan
- V. **Next Meeting:** The next Curriculum Committee meeting will be on Tuesday, October 9th from 3:30 until 5:00 in the Holbrook Conference Room. The focus will be Pre-K to Grade 5 Social Studies. During the May 14th meeting, we will review how things went with health. If needed, we will meet about health prior to May.

Grade Level Agreements For Health

Each year, students receive education in health skills and content. Students will use skills such as decision-making and goal setting to enhance their health; learn how to access valid health information, products, and services; understand influences that affect the health of themselves and others; and advocate for personal, family, and community health.

Kindergarten

- Students will apply decision-making skills to enhance health. They will identify situations when a health-related decision is needed and recognize when decisions can be made individually or when they require support. These skills will be primarily focused on the content of nutrition.
- Students will demonstrate healthy ways to express needs, wants, and feelings; listening skills that are used to enhance health; how to respond to dangerous situations; and ways to tell a trusted adult if they feel threatened or are harmed. These skills will be primarily focused on the content of disease and illness prevention.
- Students will begin to acquire the ability to advocate for personal, family, and community health. They will make requests to promote personal health and encourage peers to make positive health choices. These skills will be primarily focused on the content of environmental and consumer health. This content will allow students to explore elements such as pollution and secondhand smoke, food handling and labeling, and environmental hazards plus how to keep skin safe.
- Students will interact with information about teeth and dental care. They will learn about the importance of dental products, professionals, and positive dental behaviors.

Grade 1

- Students will create a short-term goal for their own personal health and will begin to take actions towards that goal. They will also identify situations when assistance is needed in order to achieve the goal. These skills will be primarily focused on the content of nutrition.
- Students will demonstrate skills that help maintain good health as well as behaviors that allow them to improve their personal health. Similarly, they will be able to recognize behaviors that negatively impact health and how to avoid those behaviors. These skills will be primarily focused on the content of the functions of the body.
- Students will identify trusted adults and professionals, both within the school and the community, who can help promote health. This skill will be primarily focused on the content of community health and safety.
- Students will interact with information about good personal and community hygiene as well as germs and how to fight them.

Grade 2

- Students will identify how family and media influence personal health practices and how schools can support positive health behaviors. These skills will be primarily focused on the content of substance abuse prevention.
- Students will demonstrate skills that help to maintain good health as well as behaviors that allow them to improve their personal health. Similarly, they will be able to recognize behaviors that negatively impact health and how to avoid those behaviors. These skills will be primarily focused on the content of the functions of the body.
- Students will identify trusted adults and professionals, both within the school and the community, who can help promote health. This skill will be primarily focused on the content of environmental and consumer health. This content will allow students to explore elements such as pollution and secondhand smoke, food handling and labeling, environmental hazards, and how to keep skin safe.
- Students will interact with information about teeth and dental care. They will learn about the importance of dental products, professionals, and positive dental behaviors.

Grade 3

- Students will identify responsible personal health behaviors and demonstrate skills that help maintain good health as well as practices that allow them to improve their personal health. Similarly, they will be able to recognize behaviors that negatively impact health and how to avoid those habits. These skills will be primarily focused on the content of nutrition.
- Students will set a goal for their own personal health and will track progress towards achieving that goal. They will also identify potential resources to help them achieve their personal health goal. These skills will be primarily focused on the functions of the body.
- Students will begin to acquire the ability to advocate for personal, family, and community health. They will express opinions and give correct information about health issues. They will also encourage others to make positive health choices. These skills will be primarily focused on the content of disease and illness prevention.
- Students will interact with information about good personal and community hygiene and germs and how to fight them.

Grade 4

- Students will begin to acquire the ability to advocate for personal, family, and community health. They will express opinions and give correct information about health issues. They will also encourage others to make positive health choices. These skills will be primarily focused on the content of nutrition.
- Students will identify responsible personal health behaviors and demonstrate skills that help to maintain good health, as well as practices that allow them to improve their personal health. Similarly, they will be able to recognize behaviors that negatively impact health and how to avoid those habits. These skills will be primarily focused on the content of growth and development.

- Students will identify how family, culture, peers, and media influence personal health practices and how schools and community can support positive health behaviors. Students will also describe ways technology can influence personal health. These skills will be primarily focused on the content of substance abuse prevention.

Grade 5

- Students will identify responsible personal health behaviors and demonstrate skills that help maintain good health as well as practices that allow them to improve their personal health. Similarly, they will be able to recognize behaviors that negatively impact health and how to avoid those habits. These skills will be primarily focused on the content of growth and development.
- Students will apply decision-making skills to enhance health. They will identify situations when a thoughtful health-related decision is needed and analyze when decisions can be made individually or when they require support. Students will also list healthy options to health-related problems and predict the potential outcomes of those options, choosing the healthy option when making a decision. These skills will be primarily focused on the content of functions of the body.
- Students will identify how family, culture, peers, and media influence personal health practices and how schools and community can support positive health behaviors. Students will also describe ways technology can influence personal health. These skills will be primarily focused on the content of disease and illness prevention.
- Students will begin to acquire the ability to advocate for personal, family, and community health. They will express opinions and give correct information about health issues. They will also encourage others to make positive health choices. These skills will be primarily focused on the content of injury prevention and personal safety.

Grade 6

- Students will identify circumstances that can help or hinder healthy decision making and when that decision requires a thoughtful decision-making process. Students will also identify when decisions can be made independently and when they require assistance. They will begin distinguishing between healthy and unhealthy choices and the potential short-term impacts of each alternative on themselves and on others. They will be able to select the healthy alternative when making a decision and analyze the outcome of that choice. These skills will be primarily focused on the content of nutrition.
- Students will begin to acquire the ability to advocate for personal, family, and community health. They will state a positive health position and give correct information about that topic. They will also demonstrate how to support and influence others in making positive health choices and will work together to advocate for healthy individuals, families, and schools. They will pay close attention to how health messages can be adapted for different audiences. These skills will be primarily focused on the content of disease and illness prevention.
- Students will interact with valid health information from home, school, and the community and will analyze the validity of the information, health products, and services. They will also describe situations that may require professional services and will know

how to locate those services. This content will allow students to explore environmental and consumer health elements such as pollution and secondhand smoke, food handling and labeling, and how to keep skin safe.

Grade 7

- Students will apply effective verbal and nonverbal communication skills to enhance health and be able to demonstrate refusal and negotiation skills. Attention will be paid to conflict management and resolution strategies. Students will demonstrate how to ask for help in order to enhance their own health and the health of others. These skills will be primarily focused on the content of the cycle of life.
- Students will identify how family, culture, peers, and media influence personal health practices and how schools and community can support positive health behaviors. Students will analyze ways technology can influence personal and family health and how public health policies can support health promotion and disease prevention. Students will describe how some health risk behaviors can influence the likelihood of engaging in unhealthy behaviors. These skills will be primarily focused on the content of body systems.
- Students will demonstrate healthy practices and behaviors that will maintain or improve health for both themselves and others. They will show behaviors that avoid or reduce health risks and explain the importance of responsibility for their own personal health choices. These skills will be primarily focused on the content of safety, injury, and violence prevention.

Grade 8

- Students will apply effective verbal and nonverbal communication skills to enhance health and be able to demonstrate refusal and negotiation skills. Attention will be paid to conflict management and resolution strategies. Students will demonstrate how to ask for help in order to enhance their own health and the health of others. These skills will be primarily focused on the content of the cycle of life.
- Students will demonstrate healthy practices and behaviors that will maintain or improve health for both themselves and others. They will show behaviors that avoid or reduce health risks and explain the importance of responsibility for their own personal health choices. These skills will be primarily focused on the content of substance abuse prevention.
- Students will look at their current personal health behaviors and develop a plan to improve those behaviors, applying strategies needed to reach and maintain a goal. They will also identify how their goals can vary with changing abilities, priorities, and responsibilities. These skills will be primarily focused on the content of nutrition and fitness.

Health Curriculum Mapping

Grade	Skills	Content	Responsible for Teaching
Pre-K		Nutrition	Classroom Teachers
Pre-K		Hygiene and Handwashing	Classroom Teachers
Pre-K		Illness Prevention	Classroom Teachers
Kindergarten	Standard 5: Decision Making	Nutrition (K03- Good Food)	Classroom Teachers 1 st Trimester
Kindergarten	Standard 4: Interpersonal Communication	Disease and Illness Prevention (K08- Getting Sick)	Classroom Teachers 2 nd Trimester
Kindergarten	Standard 8: Advocacy	Environmental and Consumer Health (K09- Keeping Clean and Healthy)	School Counselor 3 rd Trimester
Kindergarten	Dental Hygiene		School Nurse
Grade 1	Standard 6: Goal Setting	Nutrition (103- Why Do We Eat?)	Classroom Teachers 1 st Trimester
Grade 1	Standard 3: Accessing Valid and Reliable Information	Community Health and Safety (104- All About Medicine -Lesson 4)	School Counselor 2 nd Trimester
Grade 1	Standard 7: Self Management	Functions of the Body (102- Head to Toe)	Classroom Teachers 3 rd Trimester
Grade 1	Basic Hygiene		School Nurse

Health Curriculum Mapping

Grade 2	Standard 2: Analyzing Influences	Substance Abuse (207- Drugs Are Dangerous! And When I Feel Afraid)	Music Teacher
Grade 2	Standard 7: Self Management	Functions of the Body (202, 204, 210- How You Think, Your Heart - Small but Strong, and Muscles in Motion)	Music Teacher
Grade 2	Standard 3: Accessing Valid and Reliable Information	Environmental and Consumer Health (209- My Skin and Me)	Music Teacher
Grade 2	Dental Hygiene		School Nurse
Grade 3	Standard 7: Self Management	Nutrition (303- Let's Eat)	Art Teacher
Grade 3	Standard 6: Goal Setting	Functions of the Body (302- The Better to See You With) (310- Finding out about Bones)	Art Teacher
Grade 3	Standard 8: Advocacy	Disease and Illness Prevention (308- Things you might catch)	Art Teacher
Grade 3	Basic Hygiene		School Nurse
Grade 4	Standard 8: Advocacy	Nutrition (403-The Digestive System)	Art Teacher (Bedore and Bean's Classes) Music Teacher (Jordan's Class)
Grade 4	Standard 7: Self Management	Growth and Development (406- Be Cool, Keep Clean)	Art Teacher (Bedore and Bean's Classes) Music Teacher (Jordan's Class)
Grade 4	Standard 2: Analyzing Influence	Substance Abuse Prevention (407- Stay Drug Free! Build Your Assets! 408- Puzzled About Germs)	Art Teacher (Bedore and Bean's Classes) Music Teacher (Jordan's Class)

Health Curriculum Mapping

Grade	Skills	Content	Responsible for Teaching
Grade 5	Standard 5: Decision Making	Functions of the Body (504 Love your Lungs)	Art Teacher
Grade 5	Standard 2: Analyzing Influences	Disease and Illness Prevention (508 About Blood and HIV)	Art Teacher
Grade 5	Standard 8: Advocacy	Injury Prevention and Personal Safety (501 First Aid Facts)	Art Teacher
Grade 5	Standard 7: Self Management	Growth and Development (506 Growing Up)	Classroom Teachers
Grade 6	Standard 5: Decision Making	Nutrition (603 Eat Right, Feel Great)	Art Teacher (Sections 1 and 2) School Counselor (Section 3)
Grade 6	Standard 8: Advocacy	Disease and Illness Prevention (Use Grade 7 M16, Communicable vs Noncommunicable Diseases)	Art Teacher (Sections 1 and 2) School Counselor (Section 3)
Grade 6	Standard 3: Accessing Valid and Reliable Information	Environmental and Consumer Health (609 A Healthy Environment: It's Up to You!)	Art Teacher (Sections 1 and 2) School Counselor (Section 3)
Grade 7	Standard 4: Interpersonal Communication	Cycle of Life (M14)	PE Teacher
Grade 7	Standard 2: Analyzing Influences Decision Making	Body Systems (M12)	PE Teacher
Grade 7	Standard 7: Self Management	Safety, Injury & Violence Prevention (M17)	PE Teacher

Health Curriculum Mapping

Grade	Skills	Content	Responsible for Teaching
Grade 8	Standard 4: Interpersonal Communication	Cycle of Life (M24)	PE Teacher
Grade 8	Standard 7: Self Management	Substance Abuse (M28)	PE Teacher
Grade 8	Standard 6: Goal Setting	Nutrition (& Fitness) (M23)	PE Teacher

End of Unit Quiz

Name: _____

Date: _____

Directions: Read each question or statement. Choose the best answer. Fill in the circle that matches your choice. There is only one correct answer for each question.

1. Hormones can . . .

- ☐ a. cause you to grow.
- ☐ b. change your body from a child's to an adult's.
- ☐ c. affect your feelings.
- ☐ d. All of the above

2. Fungi, viruses, and bacteria are . . .

- ☐ a. microorganisms.
- ☐ b. genes.
- ☐ c. hormones.
- ☐ d. All of the above

3. Good personal hygiene includes . . .

- ☐ a. taking vitamins and minerals.
- ☐ b. taking baths or showers and brushing teeth.
- ☐ c. taking walks and physical activity.
- ☐ d. All of the above

4. Responsible ways to express anger include . . .

- ☐ a. yelling, screaming, but using respectful language.
- ☐ b. ignoring the situation and keeping feelings to yourself.
- ☐ c. using "I feel" messages or starting a physical activity.
- ☐ d. none of the above

5. Hygiene is . . .

- ☐ a. acts of violence including hitting, biting, and hurting others.
- ☐ b. blacktop material used to pave roads.
- ☐ c. used to prevent the spread of illness.
- ☐ d. four to five years of change.

6. Puberty is . . .

- ☐ a. acts of violence including hitting, biting, and hurting others.
- ☐ b. blacktop material used to pave roads.
- ☐ c. used to prevent the spread of illness.
- ☐ d. four to five years of change.

7. If you use gloves when contacting germs, what might happen?

- ☐ a. You will get sick.
- ☐ b. You will not get sick.
- ☐ c. You will spread the germs.
- ☐ d. The barrier kills the germs.

8. Emotional outbursts can be controlled.

- ☐ a. True
- ☐ b. False

9. A positive body image depends on attitude.

- ☐ a. True
- ☐ b. False

10. Advertisements for cosmetic and hygiene products have little influence on buying habits.

- ☐ a. True
- ☐ b. False

Name: _____

Date: _____

12. Describe new responsibilities you are expected to take on as part of growing up that will help you feel respect for yourself.

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

Unit	Reteach 1	Reinforce 2	Performs Well 3
Constructed Response Question Score:	Limited understanding of the concept Insufficient response Details and/or examples omitted	Partial understanding of the concept Partially developed response Incomplete details or examples	Complete understanding of the concept Fully developed and accurate response Specific, relevant details and examples
Comments and Final Score			

Changes During Puberty

Name: _____

Date: _____

Look at the changes listed below. Some happen to girls only, some happen to boys only, and some happen to both girls and boys. Check the correct box for each.

Bodily Functions	Happens to Girls	Happens to Boys	Happens to Both
voice becomes much deeper			
hair grows under arms and between legs			
sperm is made			
menstrual period begins			
rapid growth			
breasts grow larger			
hips become wider			
facial hair increases			
oil glands make more oil			
sweat glands make more perspiration			
acne could become a problem			

Objective: To differentiate between physical changes occurring in boys and those occurring in girls

The “Growing Up” Quiz

Name: _____

Date: _____

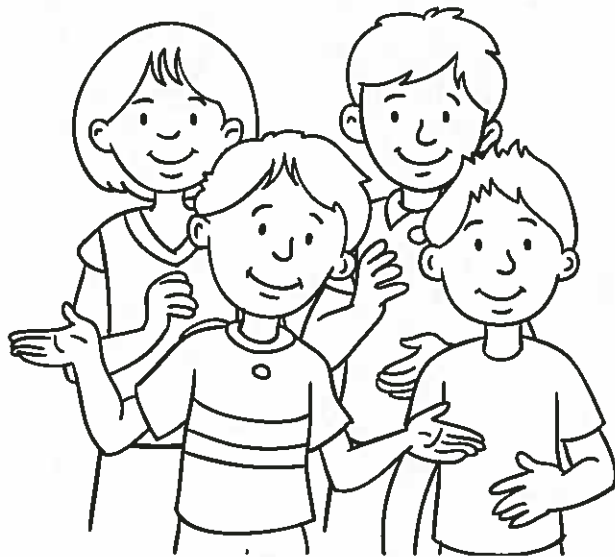
Part A: Fill in the blanks.

- _____ are chemicals that make you grow taller, grow more hair, and start a lot of other changes in your body.
- All girls have two _____ inside their bodies, which make “eggs.”
- The two organs underneath a boy’s penis are the _____.
- Having a lot of pimples is called _____.
- A girl’s monthly bleeding is called the _____.
- After puberty, you need to shower more often because your skin will produce more _____.
- For an egg to become fertilized, it must combine with a _____.

Part B:

Part B:

Peer groups can be positive and helpful in many ways. They can also be negative and harmful. Write a paragraph each about two different peer groups. Tell why one is positive and helpful to the people in it. Tell why the other is negative and harmful for the people in it. Be sure to back up your statements.



This GREAT BODY SHOP quiz will test for comprehension and retention of the material learned in this unit.

THE GREAT BODY SHOP Family Bulletin

Lesson 1: Communicable vs. Noncommunicable Diseases

Students will explore communicable and noncommunicable diseases, classify a range of diseases and disorders as communicable or noncommunicable, and identify causes of each.

Lesson 2: Prevention Is the Answer

The class will identify diseases which can be completely prevented through health behaviors and/or immunization and discuss ways individuals can reduce risk factors related to other communicable and chronic diseases.

Lesson 3: Go Tell Others

During this lesson, students will demonstrate empathy, safe care, and concern toward ill and disabled persons in the family, school, and community.

PREVENTION WORKS!

Heart disease is still the number one cause of death for all Americans. According to the Centers for Disease Control and Prevention, annually more than \$33 billion in medical costs and \$9 billion in lost productivity resulting from heart disease, cancer, stroke, and diabetes are attributed to poor nutrition. You can save money and extend your life by following these lifestyle recommendations by the American Heart Association:

- **Eat healthy foods**—Nutritious foods, when eaten in recommended portions give your body what it needs. Unhealthy food choices include those with saturated fat, trans fat, and cholesterol which contribute to atherosclerosis, a primary cause of heart attack and stroke.
- **Don't use tobacco**—If you are a current smoker, stop for your health and for the health of your family. Not only does smoking shorten your life expectancy, but secondhand smoke is a very real health risk to anyone living in your home.
- **Be physically active**—Get moving! Physical activity can control blood pressure, reduce cholesterol levels, aid in weight control, and help manage blood sugar levels.
- **Watch your weight**—Find a healthy weight and stay there. Obesity is a risk factor for diabetes, heart disease, and other preventable illnesses.
- **Avoid excessive alcohol**—Heavy drinking can contribute to high blood pressure, stroke, liver and heart disease. Teen binge drinking can cause irreversible brain damage due to the changes taking place in the developing brain.
- **Have regular checkups**—Find a healthcare

provider who will help assess your risk factors such as smoking, elevated cholesterol or blood pressure, excess weight, and diabetes and recommend the treatment you need to live a long healthy life!

HEART ATTACK: DO YOU KNOW THE SIGNS?

According to the American Heart Association, there are those heart attacks that are sudden and intense; however, most heart attacks start slowly, with mild pain or discomfort. This second type causes people to wait too long before getting help, since they are unsure what is wrong. Here are signs that can mean a heart attack is happening:

Chest discomfort located in the center of the chest and lasting more than a few minutes. It feels like an uncomfortable pressure, squeezing, fullness, or pain.

Discomfort in other areas of the upper body. This can include pain or discomfort in one or both arms, the back, neck, jaw, or stomach.

Shortness of breath. This can occur with or without chest discomfort. Sometimes people dismiss this symptom.

Other signs: Pay attention to light-headedness, nausea, or breaking into a cold sweat. The most common heart attack symptom for both men and women is chest pain or discomfort. But women are more likely to experience other symptoms, like shortness of breath, nausea/vomiting, and back or jaw pain.

For more information contact the American Heart Association at www.heart.org.

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Disease and Illness Prevention—Level 1

Goal: To demonstrate an understanding of the nature of communicable and noncommunicable disease in the human body and to describe how lifestyle, pathogens, family history, and other risk factors are related to the cause or prevention of disease and how individuals can reduce these risk factors and manage chronic illness.

CROSS CURRICULUM / COMMON CORE CHART.....	2
FAMILY BULLETIN	4
LESSON 1: COMMUNICABLE VS. NONCOMMUNICABLE DISEASES.....	8
LESSON 2: PREVENTION IS THE ANSWER	12
LESSON 3: GO TELL OTHERS.....	16
TARGETED EXTENSION ACTIVITIES	20
LESSON HELPERS.....	30
PERFORMANCE ASSESSMENT TASK.....	50
END OF UNIT QUIZ.....	54



COLLEGE AND CAREER READY / LIFE SKILLS:

Technology	Research	Reading	Speaking & Presenting
Community Service	Collaboration	Writing	Creative Thinking
Critical Thinking	Goal Setting	Decision Making	Classification

DEVELOPMENTAL ASSETS:

- *Caring:* Young person places a high value on helping others.
- *Responsibility:* Young person accepts and takes personal responsibility.
- *Interpersonal Competencies:* Young person demonstrates empathy, sensitivity, and friendship skills.
- *Restraint:* Young person believes it is important not to be sexually active or to use alcohol or other drugs.

PROTECTIVE FACTORS:

- *Values that include respect and responsibility for self and others.*
- *Communication skills and opportunities with parents and other adult resources.*

THE GREAT BODY SHOP Family Bulletin

Lesson 1: Stages of Life

Students will use the Student Issue to identify the stages of the human life cycle and discuss the characteristics and developmental needs related to each stage.

Lesson 2: Genetics and Heredity

The class will define *genes* and the concept of heredity and demonstrate an understanding of and appreciation for individual differences (cultural, physical, and emotional).

Lesson 3: Families, Roles, and Responsibilities

Students will discuss the concept of family and describe how the functions, purposes, and responsibilities of family members change with life events.

DID YOU KNOW, ACCORDING TO THE CDC AND THE NATIONAL CAMPAIGN TO PREVENT TEEN PREGNANCY . . .

In 2013, 53% of high school students had not had sexual intercourse? Two-thirds of teens who have had sexual intercourse wish they had waited? When parents tell their teenager they want them to wait, their son or daughter is more likely to wait?

TIPS FOR PARENTS

When it comes to discussing growth and development, puberty and sex, here are some things to consider:

1. Talk early and often. You can begin to have age-appropriate conversations about body changes as early as preschool. Young children are already comparing their feet, hands, and noses to yours.
2. When your child is young, talk about love and relationships. Talk about respecting other people and respecting yourself. Identify age-appropriate ways to show affection.
3. Share your family values. When your son or daughter becomes a pre-teen, you should begin to talk about your values on dating, boyfriend and girlfriend relationships, and waiting to have sex. Discuss the physical and emotional changes that accompany puberty.
4. Continue the discussion. When your son or daughter is a teenager, keep the conversations going. Continue to discuss topics such as sex, relationships, making healthy choices, and the importance of avoiding pregnancy and sexually transmitted diseases.

GUIDELINES TO CONSIDER

If you are like most parents, sex is not a subject that is easy to discuss with children. It may date back to

your own experiences. Do you remember "the talk" you had with your parents? Was it easy or uncomfortable? Talking about sex is one of the most important conversations you will ever have with your kids. Keep in mind, this is not a one-time conversation. It should happen over the course of several years and can happen in very natural ways. Here are some things to consider:

Sex is something that is very overt in our culture. You can see it referred to in magazines, TV shows, movies, music lyrics, and in advertisements. Parents can use these as "teachable moments" to start the conversation, share values, and ask their children what they think about the things they are reading, seeing, and hearing about sex.

Share a little about yourself. Tell your children what life was like when you were a teen. Let your children know how you felt when you were their age. Ask if your experiences are similar or different to their own.

Keep it simple. You don't have to explain everything in one sitting. One time talk about feelings. Another time talk about body parts. Have a conversation about relationships. Discuss peer pressures and the desire to be accepted. Talk about your values concerning sexual involvement. At a separate time, discuss the challenges of teen pregnancy. Short, incremental conversations will have more impact than one lengthy lecture.

Keep it light. At times, this subject matter can be awkward and uncomfortable for both you and your child. Humor and laughter can lighten the mood and ease discomfort. Sometimes the best conversations happen while you are driving in a car, cooking dinner, or watching a show together.

Remember, your child wants to know how you feel about sex and how you want them to behave. You have a lot of influence over their choices in the future. Use it wisely.

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The Cycle of Life—Level 1

Goal: To gain an understanding of the various stages, functions, interactions, and responsibilities involved in the human life cycle within the context of family life.

CROSS CURRICULUM / COMMON CORE CHART.....	2
FAMILY BULLETIN	4
LESSON 1: STAGES OF LIFE.....	8
LESSON 2: GENETICS AND HEREDITY	11
LESSON 3: FAMILIES, ROLES, AND RESPONSIBILITIES	15
TARGETED EXTENSION ACTIVITIES	18
LESSON HELPERS.....	40
PERFORMANCE ASSESSMENT TASK.....	67
END OF UNIT QUIZ.....	71

COLLEGE AND CAREER READY / LIFE SKILLS:

Citizenship	Speaking & Presenting	Writing	Goal Setting
Critical Thinking	Collaboration	Communication	Refusal Skills
Reading	Creative Thinking	Technology	Problem Solving

DEVELOPMENTAL ASSETS:

- *Resistance skills:* Young person can resist negative peer pressure.
- *Cultural competence:* Young person has knowledge of and comfort with people of different racial backgrounds.
- *Interpersonal competence:* Young person has empathy, sensitivity, and friendship skills.
- *Caring:* Young person places high value on helping other people.

PROTECTIVE FACTORS:

- *Values that include respect and responsibility for self and others.*
- *Guidance in social competencies.*

THE GREAT BODY SHOP Family Bulletin

Lesson 1: Changing Bodies, Minds, and Relationships

Students will describe social, emotional, and physical changes during puberty.

Lesson 2: Reproduction, Fertilization, and Birth

In class, we will explain reproductive stages of growth and development from fertilization through birth and describe the factors that impact prenatal health.

Lesson 3: Healthy Choices, Strong Skills, and Positive Relationships

During this lesson, students will identify responsible choices and skills that ensure a healthy emotional, social, and physical development through adulthood, including healthy ways to demonstrate affection.

PREVENTING TEEN PREGNANCY

The National Campaign to Prevent Teen and Unplanned Pregnancy reviewed research about parental influences on children's sexual behavior. Their conclusions—parents have a lot of influence! The chances that your son or daughter will delay having sex, pregnancy, and parenthood are significantly increased if their future appears bright. When it comes to talking about making healthy choices, keep these tips in mind.

- Build a strong relationship with your child.
- Communicate openly and often with your child about sex, love, and relationships.
- Explain your attitudes and values.
- Establish rules, curfews, and standards of expected behavior.
- Know your children's friends and their families.
- Discourage early, frequent, and steady dating.
- Help your children to have options for the future that are more attractive than early pregnancy and parenthood.
- Let your kids know that you value education highly.
- Know what your kids are watching, reading, and listening to.

A DISTURBING TREND

Teen dating violence is quickly becoming one of the more alarming public health concerns facing adolescents today. Consider these statistics:

"In a nationwide survey of students in grades 9–12, nearly one in 10 students reported being hit or physically hurt on purpose by a boyfriend or girlfriend at least once in the past 12 months." (CDC, 2013)

"Twenty-one percent of girls 13–17 years of age reported going further sexually than they wanted or doing

something sexual that made them uncomfortable as a result of pressure." (National Campaign to Prevent Teen and Unplanned Pregnancy)

What you model, teach, and support at home makes a huge difference in how your son or daughter treats others or how they respond to threatening behavior. It is important for all young people to learn healthy relationship skills. These skills greatly reduce the risk of violence with other teens. Explain to your child that they deserve respect from others and to "expect respect" in all dating and friendship situations. Talk about the following warning signs of an unhealthy relationship and discuss what your child should do if they encounter the following:

- Pressures you to have sex, especially early in the relationship.
- Acts jealous or possessive.
- Tries to control where you go, what you wear, or what you do.
- Calls, texts, or IMs you constantly.
- Refuses to consider your point of view, needs, or wants.
- Keeps you from talking to or spending time with family or other friends.
- Drinks excessively or uses and abuses drugs.
- Threatens to hurt you or themselves if you leave them.

IF A TEEN YOU KNOW NEEDS HELP:

Encourage them to talk with someone they trust—a teacher, guidance counselor, doctor, friend, or parent. Call the National Teen Dating Abuse Hotline at 1-866-331-9474 or visit www.loveisrespect.org.

Website Worth Visiting:

www.Stayteen.org, www.KidsHealth.org, www.nlm.nih.gov/medlineplus

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The Cycle of Life—Level 2

Goal: To gain an understanding of the various stages, functions, interactions, and responsibilities involved in the human life cycle within the context of family life.

CROSS CURRICULUM / COMMON CORE CHART.....	2
FAMILY BULLETIN	4
LESSON 1: CHANGING BODIES, MINDS, AND RELATIONSHIPS.....	8
LESSON 2: REPRODUCTION, FERTILIZATION, AND BIRTH	12
LESSON 3: HEALTHY CHOICES, STRONG SKILLS, AND POSITIVE RELATIONSHIPS	18
TARGETED EXTENSION ACTIVITIES	25
LESSON HELPERS.....	43
PERFORMANCE ASSESSMENT TASK.....	67
END OF UNIT QUIZ.....	71

COLLEGE AND CAREER READY / LIFE SKILLS:

Critical Thinking	Writing	Goal Setting	Planning
Classification	Collaboration	Communication	Speaking & Presenting
Reading	Consumer Literacy	Technology	Research

DEVELOPMENTAL ASSETS:

- *Caring: Young person places high value on helping other people.*
- *Restraint: Young person believes it is important not to be sexually active or to use alcohol or other drugs.*
- *Family support: Family life provides high levels of love and support.*
- *Positive family communication: Parents and young person communicate positively; young person is willing to seek parents' advice and counsel.*

PROTECTIVE FACTORS:

- *Values that include respect and responsibility for self and others.*
- *Guidance in social competencies.*
- *A significant supportive and social relationship with a parent or caregiver that includes involvement in school.*
- *Communication skills and opportunities with parent(s) and other adult resources.*

Peer Review Participation

5% of the overall Effectiveness Rating

The purpose of Peer Review is to give feedback and not to evaluate. Participation in a peer review activity will be combined along with observation data, professional growth goal attainment, and student growth information to obtain an overall effectiveness rating (summative evaluation). Participation in a peer review activities will account for 5% of a teacher's overall effectiveness rating.

"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.

Each teacher should solicit input from a peer at least once a calendar year (January to December). Participation in peer activities will count towards full credit of 5% towards an overall effectiveness rating.

Teachers need to document participation in Peer Review activities each year in the action steps of their Professional Growth Plans.

Continuing Contract Teachers rated as Highly Effective or Effective and on a 3-year summative evaluation cycle must participate in 3 peer review activities (one per year) in order to get the full 5%. Over the 3-year cycle,

- 0 Peer Review Activities = 0 Points
- 1 Peer Review Activity = 1 Point
- 2 Peer Review Activity = 2 Points
- 3 Peer Review Activities = 3 Point
- 4 or More Peer Review Activities = 4 Points

All probationary teachers and any Continuing Contract Teacher rated as Partially Effective must participate in 3 peer review activity (per year) in order to get the full 5%.

Any Continuing Contract Teacher rated as Ineffective must participate in 1 peer review activity (in 60 school-days) in order to get the full 5%.

Peer review opportunities may include but are not limited to:

1. Mentoring and coaching
 - Observation of practice
 - Goal setting

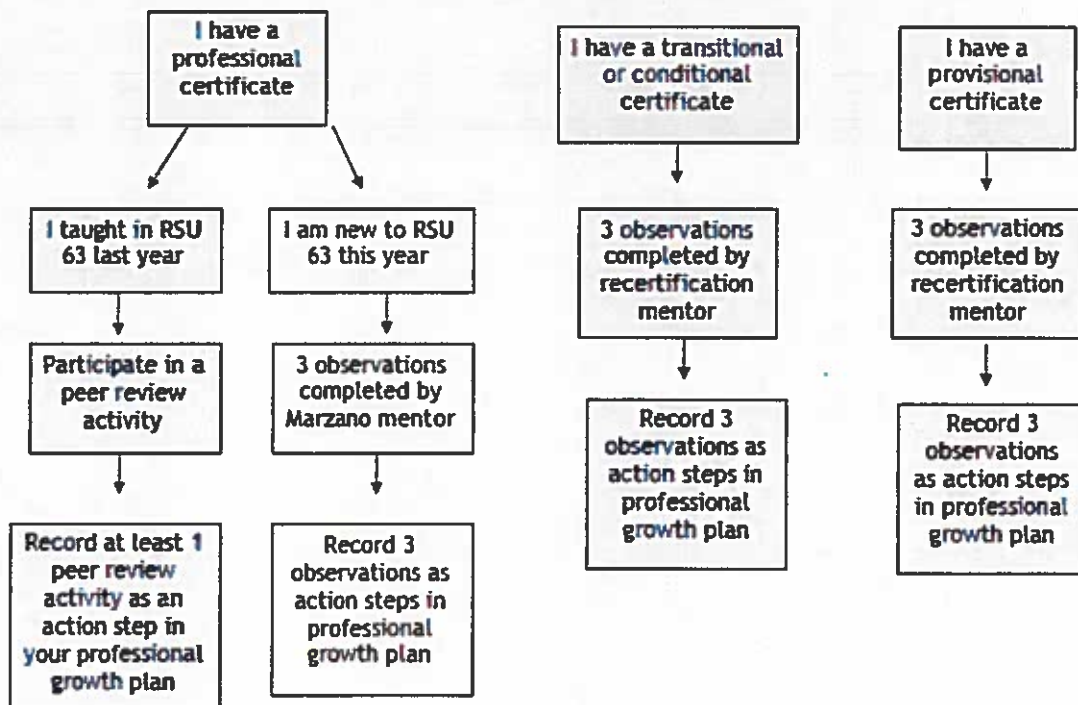
Approved 2/23/15

- Conferencing
 - ~~Review of artifacts and other evidence reflecting ones' practices~~
2. iObservation Conference
 3. Peer Observations/Colleague Visits
 4. Professional Learning Community participation/Peer Collaboration
 5. Review of other evidence to demonstrate performance
 - Portfolio
 - Student data review and action plans (can be behavior or academic related)
 - Lesson plans
 - iObservation Resource Library Activity

iObservation resources will be available.

Teachers will document their Peer Review Activities in the Action Steps of their Professional Growth Plans.

What do I need to do for peer review each year?



RSU #63

- a. NEPN/NSBA Code: BBB
- b. Title: Board Membership/Elections and Appointments
- c. Author:
- d. Replaces Policy: BBB
- e. Date Approved: 12/16/2013 RSU #63
- f. Date Previously Approved: 7/12/2004-12/16/2013
- g. Policy Expiration: Review as Needed
- h. Responsible for Review: Policy Committee
- i. Date Reviewed: 09/10/2018 Policy Committee
- j. References: 20-A MRSA §§ 1001, 1251 et seq
20-A MRSA §§ 1451; 1471, MSBA Handbook
for Maine School Board Members, Policy BB
- k. Narrative:

BOARD MEMEBERSHIP/ELECTIONS AND APPOINTMENTS

I. Elections and Appointments:

- A. The Board of Directors of RSU #63 (**the Board**) presently consists of eight (8) members who are publicly elected from the three (3) towns comprising the District. The terms of said Directors ~~shall~~ **will** be for three (3) years. Municipal representation is determined by population of the towns and is currently as follows:

The Town of Holden -	four (4) Directors
The Town of Eddington -	three (3) Directors
The Town of Clifton -	one (1) Director

- B. In the event a vacancy is declared by the Board of Directors, the Selectmen/Councilors of the respective town will appoint a Director to serve on the Board of Directors until the next annual municipal election. At that time, a fully elected member from the appropriate municipality ~~shall~~ **will** fill the remainder of the unexpired term.
- C. The effective date of office for each Director ~~shall~~ **will** be that time after an election is held, or a Director is appointed, and the municipal officials certify that the person seeking office has been duly elected or appointed and has taken the Oath of Office. ~~All Board of Director members shall serve until their successors are elected and certified.~~

II. Board of Director Member Qualifications:

- A. A person must be a resident of the State of Maine, be at least 18 years of age, be a citizen of the United States, and be a resident (registered voter) in the municipality he/she would serve or represent.
- B. A Director or the spouse of a Director, may not be employed full-time in a public school within the jurisdiction of the governing Board of Directors. Full-time employment is defined as regular employment on a weekly basis, regardless of remuneration or number of hours worked. The State Attorney General's office issued the opinion in 1974 that School Board members should not be employed as substitutes.

- a. NEPN/NSBA Code: BDE
- b. Title: Committee Structure, Assignment, and Reporting
- c. Author:
- d. Replaces Policy: ~~AOS 81/RSU #63 BDE~~
- e. Date Approved: RSU #63
- f. Date Previously Approved: ~~12/16/2013~~ 10/24/2016 RSU #63
- g. Policy Expiration: Review as Needed
- h. Responsible for Review: Policy Committee
- i. Date Reviewed: 09/10/2018 Policy Committee
- j. References: BEA – School Board Meetings, Procedures, And By-Laws
BDF – Board Advisory Committee
- k. Narrative:

I. STANDING COMMITTEES:

- A. Standing **RSU #63 Board** Committees **will** include, but are not limited to, Budget & Finance and ~~Curriculum, Policy. And Technology.~~ All Committee members, excluding Budget & Finance, **will** ~~shall be~~ appointed by the Board Chair following a request for volunteers. Representation of the three communities on each committee will be encouraged, but not required. Members will serve a minimum of one year or until their successors are appointed. No committee will consist of more than three (3) members; however, committees can designate alternates. Members of the RSU #63 Board of Directors (**the Board**) may be assigned as Coordinators between the Board and the individual and various high schools as district students attend.
- B. A majority of the Board will elect the Budget & Finance Committee annually; however, there should be a member from each of the three (3) communities in the district unless it is in the best interest of the district to have more than one member from a single community. Members ~~shall~~ **will** serve a minimum of one year or until their successors are elected.
- C. Warrant signature authority will be granted to two (2) members of the Budget & Finance Committee, with the Board Chair serving as an alternate. The remaining committee members will not have signature authority.

- II. All Standing Committees will elect a Committee Chair who is authorized to call such meetings as necessary to discharge committee functions. The Board Chair may assign a Committee Chair to each Standing Committee to serve until the first meeting when that committee will elect a permanent Chair. The Committee Chair must call a committee meeting following the request of two (2) or more committee members. Other members of the Board may attend committee meetings; however, they have no authority or responsibility. Committee members have no obligation to recognize Board members differently than other citizens attending.

- III. The Board Chair is an ex-officio member of all committees but is a non-voting member of any committee. The Superintendent is an ex-officio member of all committees. He/She may attend and participate, but is a non-voting member of any committee.
- IV. The general function of a Standing Committee is to study, report, and make recommendations, when appropriate, to the full Board. The full Board will define the overall mission for each committee. Either the full Board or a committee may identify issues that require investigation. The scope of action and the authority to make decisions are allocated to the full Board.
- V. Each committee meeting agenda must be announced in advance, be open to the public, and the schedule provided to the Central Office. Whenever possible, committee agendas should be posted on the district website under the appropriate section heading. Each Committee Chair will ensure that meetings have minutes recorded that include a record of all votes taken. A copy of the Minutes is to be sent to all members of the Board; the Superintendent; departments heads, when appropriate; and a copy retained in Central Office. Committee reports, which can substitute for committee minutes as long as they include the results of any votes taken, to the Board must be written and sent in advance of the next meeting of the Board whenever possible. The purpose of the committee's structure and reporting process is to improve communication expectations, actions, and the authority to make decisions. Written reports will improve the documentation of ongoing initiatives and projects and will add confidence to the reporting process. Any verbal report at the Board meeting will be to highlight specific points, clarify the written report, answer questions, and inform the Board of the date of the next committee meeting.
- VI. **Committee Responsibilities:**
- ~~The Curriculum Committee will review all educational policies; work with staff on curriculum development and revision; student assessment testing results; review feedback from high school administrators and freshmen surveys regarding eighth-grade preparedness for high school; and assume various educational duties, which may be assigned by the Board.~~
- A. The Budget & Finance Committee will supervise all district accounting and approve expenditures in accordance with legal requirements. The Committee Chair will coordinate with other Standing Committees on matters involving finance; and perform such duties as the Board may assign. The Committees will work with the Superintendent, Business Manager, Transportation and Facilities Director, and other staff throughout the course of a fiscal year in agreed upon matters, and in the preliminary various stages of budget preparation each year by reviewing balances, estimated revenues, and requests for appropriations in each line item of the expenditure budget.
- B. The Policy Committee will review all district policies for correctness, timeliness, and format. The Committee will perform on-going inspection and updating of district policies, utilizing the appropriate Committee or Department for assistance. Additionally, the Committee Chair will develop and share with the Superintendent and Department heads a fiscal year schedule for those policies identified for Annual Review.

All policies being submitted to the Board for review and approval will be posted on the district's website no less than one week before the scheduled Board meeting. Policies will be provided to the Teachers Association or Committee via the Superintendent. Requested changes/corrections will be returned to the Policy Committee Chair for review and subsequent inclusion, if needed.

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~~The Technology Committee is responsible for annually reviewing and proposing revisions to the various District technology policies along with evaluating and updating the District's 3-year Technology Plan as required by the Maine Department of Education. The committee also reviews proposals for new technology initiatives and develops strategies to improve the use of technology in RSU #63.~~

C. High School Coordinators for the Board will endeavor to represent RSU #63 at Board of Director meetings of major receiving high schools whenever possible. The Coordinators will provide a written report to the RSU #63 Board regarding items affecting district students and district financing of those students.

D. Technology and Curriculum Committees are delegated to appropriate administrators via the Superintendent. Committee meetings, and their agendas, will be scheduled and published in advance via notification to Board members and others, who will be welcome to attend and participate as they may desire.

1. The Curriculum Committee will review all educational policies; work with staff on curriculum development and revision; student assessment testing results; review feedback from high school administrators and freshmen surveys regarding eighth-grade preparedness for high school; and assume various educational duties, which may be assigned by the Board.

2. The Technology Committee is responsible for annually reviewing and proposing revisions to the various District technology policies along with evaluating and updating the District's 3-year Technology Plan as required by the Maine Department of Education. The committee also reviews proposals for new technology initiatives and develops strategies to improve the use of technology in RSU #63.

VII. An ~~Ad Hoc Board Committee~~ or Advisory Committee (Policy BDF) may be appointed to investigate a problem that has been brought to the attention of, or identified by, the Board. This may be done at any time for a specific purpose. Volunteers will be solicited, and the individual who suggested the perceived problem be investigated is generally chosen to Chair the committee.

VIII. When school is cancelled for weather, any committee meetings scheduled on that night are automatically cancelled. ~~Board meetings will be rescheduled as per Policy BEA. Paragraph VI, usually to the next Monday night.~~ Rescheduling of committee meetings will need to be coordinated with the Superintendent by the Committee Chair. Once a meeting is rescheduled, the Committee Chair will ensure all concerned members are notified.

- IX. Any member of a committee who is unable to attend a committee meeting ~~shall~~ **will** attempt to contact the Chair of that committee at **least** two (2) days prior to the time of the meeting so that other members may be notified in the event an insufficient number will be available to meet ~~the requirements of a quorum~~.

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RSU #63

- a. NEPN/NSBA Code: BEA
- b. Title: School Board Meetings, Procedures and By Laws
- c. Author: Superintendent
- d. Replaces Policy:
- e. Date Approved: 09/28/2015 RSU #63
- f. Previously Approved: 12/16/2013 09/28/2015
- g. Policy Expiration: Review as Needed
- h. Responsible for Review: Superintendent/BOD Chairman/Policy Committee
- i. Date Reviewed: 09/10/2018 Policy Committee
- j. References: 20-A MRSA § 1256(5); § 1252(2), MSBA Handbook
- k. Narrative:

~~SCHOOL BOARD MEETINGS, PROCEDURES AND BY LAWS~~**I. Meetings:**

- A. The RSU #63 Board of Directors (**the Board**) ~~shall~~**will** hold regular meetings on the fourth Monday of each month, **except July**, at each of the three schools on a rotating schedule. **A December meeting will be scheduled but held only if needed.** If the fourth Monday ~~chosen~~ is a legal holiday or within a holiday/vacation week, the Board of Directors ~~shall~~**will** set the date for the ~~next regular~~ meeting. ~~at its regular meeting.~~ Usually the date will be the previous Monday at the same time and place as the originally scheduled meeting.
- B. Copies of the applicable Agenda ~~shall~~**will** be sent electronically to members of the ~~Board of Directors~~. Public notice ~~shall~~**will** be provided at least forty-eight (48) hours before a **regular meeting** to the ~~Board of Directors~~, in each school's newsletter, **on the District webpage**, ~~or electronic SchoolMaster system to parents, and via email to each town office. and the media.~~
- C. **Special meetings** may be called, as needed, by the ~~Board of Directors'~~ Chair or by joint action of five members thereof. ~~G-~~**Email** notices, unless waived, ~~shall~~**will** be provided to each member at least forty-eight (48) hours in advance of such meeting, stating time and place of the meeting.
- D. **Emergency meetings** may be held upon verbal notification of all ~~Board of Directors~~ members, and any action taken at such meetings ~~shall~~**will** be confirmed at the next regularly scheduled meeting. Notification should be given twenty-four (24) hours in advance, if possible.
- E. **Regular meetings** ~~shall~~**will** commence at 6:30 pm and ~~shall~~**will** conclude no later than 8:30 pm, unless a majority of the Directors votes to waive the 8:30 pm adjournment time. ~~Times may be changed to accommodate Daylight Savings. If~~

an executive session is scheduled, the meeting may begin before 6:30 pm, with the public session reconvening at 7:00 pm.

II. Chairperson and Quorum

- A. The Chairperson (Chair) of the Board of Directors ~~shall~~ **will** preside at all meetings of the Board of Directors. In the event of his/her inability to preside, the Vice-Chairperson (Vice-Chair) ~~shall~~ **will** perform the duties of the Chair. In the absence of the Chair and the Vice-Chair, the remaining members ~~shall~~ **will** elect another person to act in that capacity for that meeting only. In the event that both are unable to attend future meetings, a Chair and/or Vice-Chair ~~shall~~ **will** be elected to this/these position(s) for the remainder of the year.
- B. The Chair and Vice-Chair ~~shall~~ **will** have a vote, as do all members of the Board of Directors, but should not make any motions, or second motions when acting as Chair of the meeting. The Chair, or acting Chair, should solicit from the Directors present a motion and second prior to discussing the subject. The names of the members moving and seconding the motion ~~shall~~ **will** be recorded in the minutes of the meeting.
- C. Five (5) members of the Board of Directors ~~shall~~ **will** constitute a **quorum** for the transaction of business at all regular and special Board of Director meetings.

III. Voting Method

Voting ~~shall~~ **will** be by a show of hands, unless voted by the majority of those present to vote by written ballot. The secretary ~~shall~~ **will** record each member's vote, either Yes or No or Abstention, in the minutes of the meeting. If a Board Director votes "no" or abstains from voting, his/her name will be recorded and how he/she voted. If the voting is by secret ballot, the total Yea, Nay, or Abstentions will be recorded without the member's names.

IV. Rules of Order

The Board of Directors of RSU #63 ~~shall~~ **will** follow the **current version** of Robert's Rules of Order, authored by General Henry M. Robert, III. ~~newly revised 10th edition, original copyright February 19, 1876, revised copyright 2000.~~

V. Minutes of the Meeting

The Superintendent ~~shall~~ **will** be the ex-officio secretary of the Board of Directors and ~~shall~~ **will** be responsible for the meeting minutes. The Superintendent may employ appropriate clerical assistance at his/her discretion.

VI. Rescheduled Meeting

In the event that a meeting is postponed due to inclement weather or other event, it ~~shall~~ **will** be rescheduled consistent with the terms and conditions shown above in Section I (A) and (B).

VII. Adding An Agenda Item to An Existing Agenda

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In the event that an agenda item needs to be added or deleted from the present agenda, a majority vote will be held. A motion must be made, seconded, discussed, and voted on.

RSU #63

- a. NEPN/NSBA Code: BEDB - R
- b. Title: Agenda Format
- c. Author: Board of Directors
- d. Replaces Policy:
- e. Date Approved: 09/28/2015 _____ RSU #63
- f. Previously Approved: ~~11/17/2014~~ 09/28/2015
- g. Policy Expiration: Review as Needed
- h. Responsible for Review: Board of Directors/Superintendent/Policy Committee
- i. Date Reviewed: 09/10/2018 Policy Committee
- j. Reference: 20-A MRSA § 1466 (RSU);
 Cross Reference: BE-Types of School Board Meetings;
 BEA-School Board Meetings, Procedures, and By-Laws;
 BEC-Executive Sessions;
 BEC-R – Executive Session Law
- k. Narrative:

AGENDA-FORMAT

- I. The order of business at regular Board of Directors' meetings ~~shall~~ **will** be as follows:
 - A. Call meeting to order
 - B. Flag Salute/Moment of Silence
 - C. (moved from the end) Executive Sessions (if any) will be held at the start of the meeting. Public Session will be reconvened at a predetermined time.
 - D. Approval of previous meeting's Minutes
 - E. Recognition and/or Awards of Students, Staff, and Others
 - F. Presentation
 - G. Questions and Comments from the Public
 - H. Dates of Next Committee Meetings (moved)
 - I. Superintendent's Report
 - J. Chair's Report
 - K. Acceptance of Reports (moved)

L. Old Business

M. New Business

N. Personnel

1. Resignations/~~Retirements~~

2. Leaves

3. Elections

4. Appointments

5. Searches

6. Reassignments

O. Questions and Comments from the Public

P. Adjournment (moved from III)

II. A majority of Board Directors present may alter the order of business or items to be added or deleted from the agenda.

**AOS 81
(Comprised of CSD 8 and RSU 63)**

- a. NEPN/NSBA Code:** BE
- b. Title:** Types of School Board Meetings
- c. Author:** Board of Directors
- d. Replaces Policy:**
- e. Date Approved:** 04/30/2014 CSD #8; 04/28/2014 RSU #63
- f. Previously Approved:** 12/17/2007
- g. Policy Expiration:** Review as Needed
- h. Responsible for Review:** Board of Directors
- i. Date Reviewed:** 4/14/2014
- j. References:** 20 MRSA § 403 et. seq.
Refer to Policies BBA, BBAA, BBB, BCA, BCB, BE, BDE, BEC, BEDBA
- k. Narrative:**

TYPES OF SCHOOL BOARD MEETINGS

No formal action shall be taken by the district Board at any meeting other than a regular meeting, a special meeting, or an emergency meeting. Informal actions and participation in outside discussions by individual district Board members are addressed in the policies listed under "References" in the heading of this policy.

I. Regular Meetings:

The district Board of Directors will hold its regular business meeting once a month usually on the fourth Wednesday of the month for CSD #8, on the fourth Monday of the month for RSU #63, unless otherwise set by action of the appropriate district Board of Directors.

II. Special Meetings:

- A.** A special meeting of the district Board of Directors is a meeting held to address important matters that arise between regular meetings and/or require Board action before the time set for the next regular meeting, or to consider a single subject in one session.
- B.** A special meeting may be called at any time at the discretion of the district Board Chair or at the request of the Superintendent. A special meeting may also be called at the written request of five (5) members – a majority number of members of the appropriate district Board.
- C.** The Superintendent shall be responsible for providing notice of a special meeting to district Board members and the media at least forty-eight (48) hours in advance of the meeting, if practicable. The notice or agenda shall indicate the subject(s) of the meeting and action to be taken.
- D.** No business other than that stated in the notice of the meeting shall be transacted unless the district Board agrees by a majority vote to consider other business.

III. Emergency Meetings:

- A. An emergency meeting of the district Board is a meeting, which is called because a matter is so urgent it must be addressed immediately and the advance notice required for a special meeting cannot be reasonable provided.**
- B. An emergency meeting may be called by the district Board Chair or at the request of the Superintendent.**
- C. Whenever practicable, twenty-four (24) hour notice shall be provided for an emergency meeting. The Superintendent shall notify the media of an emergency meeting by the same or faster means used to notify district Board members. The notice shall indicate the purpose or subject of the meeting.**
- D. No business may be transacted other than that related to the purpose for which the emergency meeting is called.**

IV. Executive Sessions:

Executive sessions of the Board shall be called and conducted in accordance with state law. Only the matter stated in the motion to enter executive session shall be considered. No vote of final action may be taken in executive session. Further information regarding executive sessions is contained in Policies BEC and BEC-R.

V. Workshops and Informational Meetings:

The district Board of Directors, at its discretion, may schedule workshops and other meetings to discuss a particular subject or proposal to gather input from staff, community, advisory committees, or other groups. No vote or final action may be taken.

Fall Conference – Oct. 25-26, 2018

Maine ♥ Public Education

The 45th Annual MSMA Fall Conference will be held on **Thursday and Friday, October 25 and 26, 2018**, at the Augusta Civic Center (Augusta, Maine). The two-day program features speakers, product and service vendors, over 50 clinics on a variety of educational topics, and a reception.

This is a great opportunity to connect with an array of school leaders looking for the latest education practices, products, publications, technologies, and services for use in their buildings, board meetings, classrooms, and offices. This one of a kind event...the largest statewide gathering of public education leaders in Maine, attracts over 800 registrants annually!

The keynote this year is **Jamie Vollmer**:

Jamie is an award-winning champion of public education. He is president of Vollmer, Inc., a public education advocacy firm working

to halt the erosion of public trust and build support for America's public schools.

He is the creator and producer of the ground-breaking video series, ***The Great Conversation***. He is also the author of the highly acclaimed book, ***Schools Cannot Do It Alone***, proclaimed by the American School Board Journal as one of the "top ten books of the year." He has been named a ***Friend of Public Education*** in both Texas and Ohio. He received the ***Learning and Liberty*** award from the National School Public Relations Association for his efforts to strengthen school/community partnerships. Jamie has served on the boards of the National PTA and the North Central Regional Educational Laboratory.

Jamie holds a Juris Doctor from The Catholic University in Washington, D.C. He received his B.A. in political science from Penn State University. A native of Philadelphia, he is married to his college sweetheart, the former baton twirling majorette, Jeanne Hecker. They have three grown children, all gainfully employed.

Click [here](#) for a description of his keynote presentation.

Preliminary Fall Conference information can be accessed by clicking the links below:

- [How to be an Exhibitor](#)
 - [A call for clinic topics](#)
 - [A call for resolutions](#)
 - [Business Friend of Education award](#)
 - [Distinguished Service award](#)
 - [School board service certificate](#)
-

**DRAFT
MINUTES**

**BANGOR SCHOOL COMMITTEE
REGULAR MEETING
7:00 p.m., Wednesday, July 25, 2018**

School Committee Members present: Chairman Sue Hawes, Vice Chair Brian Doore, Jennifer DeGroff, Carin Sychterz, Marlene Susi, and Tim Surrette. Member Sorg was unable to attend.

At 6:02 p.m. entered Executive Session by roll call vote for the purpose of negotiations with the Administrators', Teachers', Educational Technicians', and Support Staff Bargaining Units pursuant to 1 MRSA subsection 405(6)(D).

Returned to public session at 6:36 p.m. and recessed until the start of the meeting.

A. 1. & 2. The meeting was called to order by Chairman Hawes at 7:00 p.m. and the Pledge of Allegiance followed.

3. a. The Bangor School Department and the Bangor School Committee recognized the 2018 Class A State Champion Bangor High School Baseball Team.

b. The Bangor School Department and the Bangor School Committee recognized Kathryn Kennedy for being selected the 2018 Maine History Teacher of the Year. Kate was selected by a panel of teachers, administrators and scholars from the State of Maine for her achievements in American history education.

B. Superintendent Webb requested the agenda be amended to add D.1.c. Administrators 2018-2019 Contract.

VOTED 6-0 to amend the agenda as requested.

D. 1. a. Superintendent Webb recommended approval of the Technology Benchmarks for a pilot during the 2018-2019 school year. Teachers from the Technology Committee shared a powerpoint to provide an overview of the benchmarks and answered questions from the Committee.

VOTED 6-0 to approve the benchmarks as presented.

b. Superintendent Webb recommended approval authorizing the Photocopier Lease Purchase Agreement with Municipal Leasing Consultants.

VOTED 6-0 to approve the lease as presented.

c. Superintendent Webb recommended approval of the 2018-2019 Administrator's Contract.

VOTED 6-0 to approve the contract as presented.

- D. 2. a. Superintendent Webb updated the Committee on the FY19 Budget. Approximately \$77,000 will be put into the minor capitol reserve account.
- b. Superintendent Webb reported the following resignation(s):

Keenon Blindow	Physical Education Teacher	James F. Doughty School
Kristin Bragdon	PreK Teacher (.5)	Fourteenth Street School
Jill Brooks	Social Worker	Districtwide
Andrew Sumner	Special Education Teacher	James F. Doughty School
Sara York	Grade 2 Teacher	Fruit Street School
Traci Low	PreK Teacher	Downeast School
Keenon Blindow	(.5) Enrichment Coordinator	James F. Doughty School
Keenon Blindow	JV Asst. Coach Football	Bangor High School
Keenon Blindow	Head Coach Spring Track	Bangor High School

- c. Superintendent Webb reported the following teacher reassignments for the 2018-2019 school year:

Rabyn Pelkey from Kindergarten Teacher at Abraham Lincoln School to Grade 1 Teacher at Abraham Lincoln School.

April Miller from Grade 1 Teacher at Abraham Lincoln School to Grade 2 Teacher at Abraham Lincoln School.

Shannon Shaw from Grade 2 Teacher at Abraham Lincoln School to Grade 3 Teacher at Abraham Lincoln School.

Cary B. Perrow from (.5) PreK Teacher at Vine Street School to full-time PreK Teacher at Vine Street School.

Justin Marks from Physical Education Teacher (.4) Vine Street School and (.1) Bangor Regional Program to Physical Education Teacher (.5) Vine Street School and (.5) Fourteenth Street School.

Alan Mosca from Physical Education Teacher (.5) Fourteenth Street School and (.5) Bangor High School to Physical Education Teacher (.8) Bangor High School and (.2) Bangor Regional Program.

Johanna Bridges from Spanish Teacher at Bangor High School to Spanish Teacher at William S. Cohen School.

- E. 1. a. 1. Voted 5 (Hawes, Doore, DeGroff, Susi, Sychterz) for 0 opposed and 1 (Surrette) abstained to approve the Minutes of the June 26, 2018 Regular School Committee Meeting.

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

VOTED 6-0 to approve the report as presented.

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

VOTED 6-0 to approve the report.

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

Jessica Bickford	Social Worker (.6)	Bangor Regional Program
Raeanne Curtis	Social Studies Teacher	William S. Cohen School
Jordan Hersom	Physical Education Teacher	James F. Doughty School
Jacob Joy	English Teacher (1 yr)	Bangor High School
Paula Kirkpatrick	English Teacher	Bangor High School
Matthew Lounsbury	History Teacher	Bangor High School
Diane McClellan	Art Teacher	Bangor High School
Fred Ravan	Spanish Teacher	Bangor High School
Theodore Taylor	Science Teacher	Bangor High School
Matthew Tipton	Band Teacher	Bangor High School
Rebecca Cross	Spanish Teacher	Bangor High School

VOTED 6-0 to approve the nominations as presented.

2. Superintendent Webb recommended committee approval of the following Extra-Duty Assignments for school year 2018-2019:

Girls Swim Coach	James F. Doughty School	Bailey Edward
(.5) IEP Coordinator	Vine Street School	Heidi Coghill
(.66) IEP Coordinator	Mary Snow School	Michelle Jacobson
IEP Coordinator	Fairmount School	Danielle Loggans
(.5) IEP Coordinator	James F. Doughty School	Darryl Loring
Varsity Asst. Football	Bangor High School	Jay Kemble
Gr. 8 Football Coach	JFDS/WSCS	Jordan Hersom
Fresh Football Coach	Bangor High School	Michael Hersom
Fresh Football Asst.	Bangor High School	Robert Powell
Governance Committee	Districtwide	Sherilee Benson
Governance Committee	Districtwide	Cynthia Fish

VOTED 6-0 to approve the nominations as presented.

- d. Committee Member Carin Sychterz shared the following donation(s):

To Abraham Lincoln School from Steve Nadeau, a cash donation to support students at the Abraham Lincoln School, having a total dollar value of \$100.

To Abraham Lincoln School from Christopher Jones, a Hobby Lobby gift card for classroom supplies and activities, having a total dollar value of \$100.

- e. Superintendent Webb recommended approval of the following second reading of policies:

1. Revised Policy JLA – Local Wellness Program
2. Revised Policy JLAA – Recess

3. Revised Policy KNAG – Reporting Child Abuse and Neglect

VOTED 6-0 to approve the policies as presented.

- J. Entered Executive Session at 8 p.m. by roll call vote for the purpose of Evaluation of the Superintendent according to 1 MRSA subsection 405 (6)(A).**

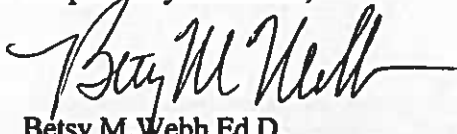
Returned to public session at 9:51 p.m.

VOTED 6-0 to add 3 vacation days to the superintendent's contract.

VOTED 5 (Hawes, Doore, Susi, Sychterz, Surrette) for 1 (DeGroff) opposed to extend the Superintendent's contract for five years from 2019 to 2024.

The meeting adjourned at 9:53 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Betsy M. Webb", with a long horizontal flourish extending to the right.

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

Wednesday, August 1, 2018
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, August 1, 2018. Board Chair Karen Hawkes called the meeting to order at 7:00 p.m. Directors present were: James Baines, Scott Cuddy, Jayne Dyer, Allan Gordon, Jr., Jessica Hamilton, Karen Hawkes, John Holmes, Anthony Liberatore, DMD, Heath Miller, Joseph Pickering, Mary Anne Royal and Amanda Sidell.

Lucas Flanagan and Wally Fraser were excused.

II. Approval of Minutes of Special Meeting of July 18, 2018

Dyer moved, Holmes seconded, and the Board voted unanimously to approve the minutes of the Special Meeting of July 18, 2018.

Abstain: Hamilton, Hawkes, Royal

III. Adjustment to Agenda

Four additional nominations will be forwarded tonight.

IV. Persons Desiring to Address the Board

None.

V. Board Chair

None.

VI. Personnel

A. Resignations

Superintendent Lyons announced the resignations of Hampden Academy teachers Dan Schaeffer and Diane McClellan, and Weatherbee teacher Dawn Hussey.

B. Nominations

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

Miriam Lobo, Spanish Teacher, Reeds Brook Middle School

BA in Portuguese/Brazilian Studies, Smith College, Northampton, MA

1 year, Arts & Humanities Teacher, Francis W. Parker Charter Essential School, Devens, MA

2 years, Spanish Teacher, Francis W. Parker Charter Essential School, Devens, MA

Salary: \$34,950

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

Pamela Thompson, Grade 3 Teacher, George B. Weatherbee School

BS in Human Development/Family Relations, University of Maine

2 years, Grade 1 Teacher, Enfield Station School, ME

19 years, Grades 3, 5, 7 Teacher, Enfield Station School, ME (6 years as K-10 Math Specialist)

1 year, Math Teacher, Caravel Middle School, ME

Salary: \$61,985

A Grade 5 posting is now posted for Weatherbee School. Interviews are scheduled for Monday, August 6.

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

Christopher Hink, Mathematics Teacher, Hampden Academy

BS in Secondary Mathematics, University of Maine at Farmington

3 years, Mathematics Teacher, Imagine South Lake Charter School, Clermont, FL

1 year, Mathematics Teacher, Belfast Area High School, ME

11 years, Mathematics Teacher, Mount View High School, ME

1 year, Mathematics Teacher, Georges Valley High School, ME

1 year, Mathematics Teacher, Mt. Blue High School, ME

Salary: \$51,102

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

Carol Mooers, Spanish Teacher, Reeds Brook Middle and Weatherbee Schools

Masters of Art, Counseling and Guidance, Texas A&M, San Antonio, TX

BA in Fine Art, University of Texas, San Antonio

Bilingual communicator; 10 years in public education, 8 years military service

3 years, Secondary Art Teacher, MSAD 64, Corinth, ME

3 years, School Counselor, Harlandale Independent School District, San Antonio, TX

5 years, Secondary Art Teacher, Edgewood Independent School District, San Antonio, TX

Salary: \$46,143

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

Christine Keeley, Grade 6 English Language Arts, Reeds Brook Middle School

Masters in Teaching, Quinnipiac University, Hamden, CT

BA in English, Washington and Jefferson College, Washington, PA

3 years, Library Educational Technician III, RSU 22

5 years, Educational Technician III, RSU 22

Salary: \$41,142

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

Adele Drake, Art Teacher, Hampden Academy

Master of Fine Arts, Moore College of Art, University of Pennsylvania

Bachelor of Arts, Gettysburg College, Gettysburg, PA

6 years, Art Teacher, RSU 34, Leonard Middle School

4 years, Art Teacher, Hunter Elementary School, Philadelphia, PA

1 year, Emotional Support Teacher, Fels High School, Philadelphia, PA

2 years, Art Teacher, Pepper Middle and Dobson Elementary, Philadelphia, PA

Salary: \$48,874

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

Logan Huston, Science Teacher, Hampden Academy

BS in Biology, University of Maine

1 year, French Teacher, Hampden Academy

Salary: \$33,150

Building Principals gave an update on open positions throughout the district. Educational technician vacancies are a theme.

VII. Superintendent of Schools

A. Reading of Essential Behaviors and Outcomes Proclamation

Board Member Holmes read the Essential Behaviors and Outcomes Proclamation.

B. Leadership Summit

Superintendent Lyons gave an update on Leadership Notes from his recent attendance at a national District Administrative Leadership Institute in Chicago last week. He shared language from his contract that includes the expectation of the RSU #22 Board that he participate in leadership development and professional development activities. He recommended the Board to continue this expectation as the superintendency changes hands in coming years and it has developed an invaluable professional network.

Sessions of interest included:

- Board and Superintendent Communications: Most boards have 6-8 members; Maine is a leader in including student representatives.
- Mind Research Institute: K-8 Neuroscience Research
- Consensus Building
- Thought Exchange: Marketing and Public Relations Protocols

- Key Elements Toward Building a Confidence in School Safety
- Too Many Data Silos: Synergy from Data
- Using High End Coaching to Build Teacher Capacity: pedagogical skill development
- Student Anxiety and Mental Health

C. Town of Winterport Special Election

The special election will be held on August 14th.

D. Student Representative

No report.

E. Monthly Financial Report

Assistant Superintendent Nickels presented financial reports for both the ending of Fiscal Year 2018 and the beginning of Fiscal Year 2019.

F. Assistant Superintendent Update

Mrs. Nickels shared updates on summer projects underway including the installation of the athletic turf and stadium lighting, her recent attendance at the Maine School Finance Institute in Portland and an upcoming partnership with Hampden Public Safety and other regional public safety organizations to use Hampden Academy for a regional training.

VIII. Questions of Board Members

Board member Baines asked what is attributed to the reduction in teacher applications coming in to RSU #22? Changes in the perceptions of the roles and duties of teachers, along with a shift in respect for the teaching profession were noted as issues.

Board member Liberatore shared that information regarding reasons for personnel resignations were included in resignation letters. Dr. Liberatore also inquired if there was any word on the grants? RSU #22 has been notified that it will not be the recipient of grant monies toward the turf project.

Board member Royal asked Superintendent Lyons if he has ever received any requests from ICE or CBP or a law enforcement agent acting on their behalf for information about any of our students? Ms. Royal also inquired how often the Finance Committee meets?

IX. Committee Reports

A. Finance Committee

None.

B. Budget Committee

None.

C. Athletic Committee

None.

D. Building Committee

None.

E. Negotiations Committee

None.

F. Education Committee

To be discussed under Article XII, New Business.

G. Policy Committee

None.

H. United Technologies Center

None.

I. Behavioral Review Committee

None.

J. Education Foundation

A representative from the Board is still being sought.

K. SPRPCE Board

None.

L. Wellness Committee

None.

M. Community Relations Committee

None.

X. Policy Consideration

None.

XI. Old Business

A. Presentation on Regional Adult Education Program

Riverside Adult Education Partnership has existed for five years: three individual (RSUs 22, 26 and 34) programs share a director, marketing services, a website and instructors. For specific projects, one of the districts is often assigned as a fiscal agent. A database is accessed by 1300 people and has served as the registration hub. Other districts have made arrangements (Glenburn, Greenbush, Hermon, Milford and Veazie) to link to the Riverside Partnership registration site and are offered space to have their instructors teach classes.

Adult Education allows for connections for community members to our schools. Enrichment, educational and vocational classes are offered in diverse areas. Hi-SET credentialing (previous GED) is now seen by guidance counselors as a real opportunity for students.

A college readiness class was offered for free at Eastern Maine Community College this spring through a college transitions grant. Seniors from Hampden Academy took the class and now have the one credit course complete. This will continue.

Penobscot Job Corps will enhance their partnership with Riverside Adult Education. Riverside Adult Education has had a pilot partnership with the Penobscot County Jail for 18 months. The What Now? What Next? Literacy Pilot Program will now extend to Mondays and Thursdays. Programming is scheduled by Riverside for the women in the jail based on the women's selections of interest (literacy support, high school completion, family reading, child development, writing group, work ready skills, college transitions, domestic abuse services) and 90 women have been served by the programming at the Penobscot County Jail. The program will now extend to all inmates of the jail, not only the women. RSU #22 will be the fiscal agent to manage the program.

Adult Education Director Matt Tardie complimented the administration and custodians who support the programs.

Board member Hamilton inquired if the educational services being provided are monitored for their effectiveness and rate of success with the women and re-entry? Mr. Tardie shared that most women report anecdotally that the services have been helpful and that they pursue multiple offerings.

Is there a reason women were the focus of pilot? Riverside Adult Education was asked to supplement the adult education services already provided to the county jail. Mr. Tardie reflected on the request and had experience with providing support to young mothers.

Mr. Tardie shared a recent Adult Education report card document for 2017-18.

XII. New Business

A. Presentation of District Food Service Program

Kathy Kittridge, School Nutrition Director, shared a program review. Daily meal counts including 320 breakfasts, 1270 lunches and 1380 a la carte purchases. Free and reduced meal percentages were reviewed as well. Encouraging parents to fill out the Free and Reduced Lunch Applications is key. 23 school nutrition professionals are hired by RSU #22 and professional development training hours are required in the range of 6-12 hours annually.

Meal planning abides by strict USDA guidelines. Favorite items and new items for introduction are considered in menu planning. Special food highlights are considered and scratch cooking is built into each week to increase variety. The school nutrition program schedules events to tie the cafeterias into themes or celebrations occurring in the classroom or community.

There is room for growth in our district breakfast program. Getting the word out about our offerings will be important. Lunch participation is strong.

Smart Snacks guidelines are a set of nutrition standards applied to foods or beverages sold during the school day. Our district wellness policy has been recently revised to include updated nutrition guidelines.

“5210 Let’s Go” is committed to promoting five or more fruits and vegetables, two hours or less screen time, and one hour of physical activity and reduction of sugary drinks to zero. This program is committed to develop active living habits and reduce childhood obesity rates. School Nutrition Department Goals for food, financials, communications and marketing, and staff development were reviewed.

B. Update and Overview of Proficiency Based Education

Mary Giard, Director of Curriculum, presented on the current status of standards-based / proficiency-based education in the wake of the recent legislative changes at the state level regarding a required proficiency-based high school diploma in eight content areas. On July 10, 2018 this proficiency-based diploma will no longer be required for all students in Maine. While no longer required, districts may proceed to preserve elements of standards-based education and proficiency based diplomas as local school board policies approve. RSU #22 would like to reflect on and review the current board policy and consider the strengths inherent in the standards based education that has been developed and to consider revisions based on recommendations that will serve students well. Other school districts will be surveyed for considerations as well.

- RSU #22 has been working toward standards-based education efforts since the 2012-2013 school year.
- RSU #22 reports on standards’ progress for all students, prioritizes professional development for instructional best practices, has implemented refined grading and reporting procedures.

Board member Cuddy asked how the proficiency-based diploma would be received and regarded by colleges? Ms. Giard shared that colleges and universities have been articulate about their acceptance of many types of educational documentation of achievement including proficiency based diplomas.

XIII. Communication and Correspondence

A. Set Meeting Dates

- Finance Committee meeting Tuesday, August 28 at 3:30 p.m.
- Policy Committee meeting Wednesday, August 8 at 6:00 p.m.
- Building Committee meeting Friday, August 10 at 9:30 a.m.
- Athletic Committee meeting Wednesday, September 5 at 6:00 p.m.
- Education Committee meeting Wednesday, September 5 at 6:00 p.m.
- Community Relations Committee meeting: cancelled for August 7; the next meeting to be scheduled at Board meeting of September 5.

XIV. Executive Session

None.

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

Motion to adjourn 9:11 p.m. by Board member Libertore, seconded Holmes. Unanimous.

Respectfully submitted,

Richard A. Lyons, Superintendent of Schools

Present: Sande Curtis, Chair, Adrienne Carmack, Rich Crowe, Benita Deschaine, Earle Hannigan, Paul Hannigan, Kevin Kelly, Jim Lacadie, Mel MacKay, Susan MacKay, Tom Stone, Ed Volkwein, Dan Wellington

Also Present: Dave Armistead, Airlia Britt, Beth Campbell, Kyle Casburn, Linda Graban, Bill Meier

Not Present: Tony Pellegrini, Hans Peterson

CALL TO ORDER

Chair Sande Curtis called the meeting to order at 7 a.m.

Motion: To approve the April 28, 2018 minutes as presented.

Crowe/E. Hannigan

Approved without opposition.

Sande reminded the board that the Executive Committee has absorbed the responsibility of the Committee on Trustees. She referred to the previously distributed biographies of two potential new board members, Kim Meagher '04 and James Strout '02. Kim is a third-generation legacy at John Bapst and a local realtor. James is a property manager in Bangor.

Motion: To approve the first-term appointments of two new board members, Kim Meagher '04 and James Strout '02.

P. Hannigan/Lacadie

Approved without opposition.

Once the vote to approve the new members took place, James joined the board meeting and introductions around the room were made. Sande went on to acknowledge that Ed Volkwein is terming off the board. Ed will remain on the Campaign Steering Committee. Mel recognized Sande for her service as board chair, and, as Hans Peterson will be assuming that position in the fall, Sande will become the Executive Committee Member-at-Large.

HEAD OF SCHOOL REPORT

Mel MacKay welcomed questions on his previously distributed head's report. The official NEASC Visiting Team report was also provided electronically ahead of the board meeting, and Mel welcomed feedback and questions. Kevin Kelly acknowledged the hard and thorough work of administration and faculty in preparing for and responding to the report. The school is expected to work on a two-year plan focusing on approximately 60 points to improve while addressing four major recommendations identified by the report (noted in the April 28 board minutes and outlined in the report, filed in the Head of School Office). The biggest takeaway from the NEASC report specifically for the board is to revisit the school's mission statement.

Benita Deschaine offered accolades to the admission work of the school; to date 127 ninth-graders have enrolled and paid deposits. Internationally speaking, the school is full. Admission Director Beth Campbell noted that there has been positive feedback and interest from potential day students and parents in the school's campus expansion project.

Mel will be overseas doing admission and campaign work from June 27 until July 16.

DEVELOPMENT

Campaign consultants Martha Dudman and Gary Friedmann attended the meeting to provide an official update on campaign progress. There is high regard for the school by its constituents (alums, current parents,

past parents, friends, etc.). The tenacity and persistence of the school and administration are keys to striving for excellence and success in the campaign.

There are three targets of donors listed by smallest number of potential to largest: 1) major gifts (\$25,000 + gifts); 2) mid-level (\$10,000–25,000); 3) \$500 up to \$10,000. Martha spoke to the importance of continuing to approach each level of donors, especially those at the major gift level. Stressing the positive economic impact locally and statewide and the academics of the school are ways to engage a potential donor who may not have a direct connection to the school.

The campaign steering committee continues its hard work and the *Buy a Brick, Build a Gym!* “campaign within the campaign” has a goal to sell 1,000 bricks by Labor Day. The bricks are \$500 each and will be engraved with the donor’s personal message. Board members were asked to help with calls to businesses and potential donors who received the brick mailing: Campaign Committee Co-Chair Benita Deschaine said, “Just do it!”. Each board member will have five assignments (sent via email from Airlia Britt) to make personal contact to buy a brick. A reminder that the brick payments can be in the form of a pledge. Development Chair Adrienne Carmack invited board members to help with phone-a-thons scheduled for June 14 and 21.

Mel reported that major donors whose gifts will yield them Phase II naming opportunities (i.e., community center and dining hall; technology and innovation center) will allow their funds to be used for Phase I (gym and fitness center) while preserving their naming right to the Phase II facilities. The hope is that bridge financing to allow for ground breaking in Spring 2019 will thus be more likely. Martha stressed the importance of continuing to generate excitement around the project and the campaign.

Airlia reported that a Portland alumni event is planned for June 22 at Bayside Bowl and that July 23 is the annual golf tournament.

FINANCE

Chair Paul Hannigan reported a positive outlook thanks to strong enrollment report. He reminded the board that the budget will be officially adopted at the first meeting of the school year, once real enrollment is known. Scenario A is expected to be met.

BUILDINGS & GROUNDS

Jim Lacadie referred to the previously distributed contracts from the architect (Ames Associates) and the construction manager (Nickerson & O’Day). The committee has worked closely with both entities to revise and detail their respective contracts. Jim welcomed questions.

Motion: To accept the Ames Associated and Nickerson & O’Day contracts as amended/revised and endorsed by the Buildings and Grounds Committee.

Stone/P. Hannigan

Approved without opposition.

In discussion, Tom Stone clarified that approving the Nickerson & O’Day Contract today, at this initial phase, does not establish or commit John Bapst to a “guaranteed maximum price” (GMP) for the construction project. As the design by Ames evolves to 100% completion status, and through the future work of this committee and the Board, an amendment to this contract will be executed which shall establish the GMP and schedule for the construction phases of the project.

The architect’s contract was broken into two phases to protect the school’s cash outlay. Both contracts have termination language to protect the school. Mel reminded the board that attorneys and board members Hans Peterson and Tony Pellegrini sit on B&G and took part in the scrutiny of the contracts.

ENDOWMENT

Chair Paul Hannigan reported that the school's portfolio is doing well. Questions and attendance at meetings are always welcome. The annual draw for scholarships has been made.

NEXT BOARD OF TRUSTEES MEETING

Once the board meeting schedule for 2018-19 is established, it will be distributed via email.

ADJOURNMENT

The meeting adjourned at 8:38 a.m.

Respectfully submitted by Adrienne Carmack, Secretary