

**RSU 63 Board Meeting
Date: September 26, 2016
Location: Holbrook School**

Minutes

Members Present:

*Town of Eddington – Rusty Gagnon (via conference call), David McCluskey, and Nikki More;
and*

*Town of Holden – Daniel Allen, Chris Galinski, Jennifer Newcomb and Suzanne Wieland.
Dr. Kenneth Smith, Superintendent of Schools.*

Member Excused:

Town of Clifton – Dola Hinckley

The meeting was called to order at 6:32 p.m. A flag salute was conducted and a moment of silence observed.

Approval of Minutes: Motion by Jennifer Newcomb with a second by Nikki More to approve the August 22, 2016 regular meeting minutes as written.

Vote: 6 yes, 0 opposed and 1 abstention (Suzanne Wieland)

Motion by Nikki More with a second by Jennifer Newcomb to approve the September 12, 2016 special meeting minutes as written.

Vote: 7 yes, 0 opposed

Recognition and/or Awards of Students, Staff and Others: None

Acceptance of Gifts/Donations: The University of Maine Elementary Science Partnership has donated \$999.99 to the Holbrook Middle School, \$999.99 to the Holden Elementary School and \$992.25 to the Eddington Elementary School. All three schools got StemScopes paid for through this money. Eddington Elementary School also got consumable supplies. Holbrook Middle School also got Lego Robotics Supplies. Holden Elementary School also got a chiller for a salt water aquarium.

Presentation:

Kathy Hunt from Starboard Leadership Consultant Firm and Rudman & Winchell has helped us get word out to the communities and worked with our staff, as we are thinking about our vision and mission as we move forward. Ms. Hunt shared her findings from staff and community members regarding RSU #63's future through community surveys and discussion groups. Ms. Hunt asked the Board members for their input and guidance to move forward to craft a vision and mission statement that incorporates the community, staff and Board's input. After tonight Ms. Hunt will start to synthesize all that she has heard at the Board meeting.

Ms. Hunt reviewed the community survey results and preliminary conclusions. Community members and staff were asked to choose the most important student qualities they want all RSU #63 students to have and the most important factors to create a positive learning environment for all learners. They were asked to evaluate the curriculum (overall weighted average was 2.67 on a scale of one to four), learning environment, extra-curricular activities (overall weighted average was 2.66 on a scale of one to four), educational items, special programs, preparation, overall quality of education, buildings, equipment, food service, transportation, safety and grading system (most preferred "F-A" grading and reporting). The community members and staff were asked about moving forward with the possibility of a new building to house PreK-8 students of all three schools or a major investment to improve each of the three existing schools in the district. There was not a clear case for support of either scenario nor a clear case for lack of support, but rather a need for more information. Ms. Hunt discussed the strengths identified by everyone, priorities for the district and opportunities for improvement in the district.

Rusty Gagnon left the meeting at 7:12 p.m.

Ms. Hunt spent a half-day with the staff and discussed some of the highlights of that half-day. There was a lot of support for the one school community concept (real community center/hub with the school in the middle) among the staff. Transportation (commute times and traffic) was a concern. If RSU #63 were to develop a niche, the opportunity for nature-based (outdoor) education showed up multiple times among the staff.

Each Board member was then asked what items stood out for them and which items they heard aligned with where he/she would like to see RSU #63 in the future (10 years from now). The following stood out to the Board members:

- We are just average and want to be the best
- One campus, but needs more discussion and more to learn before can make a decision
- Performance and reputation
- Strong life skills
- Advanced educational opportunities for teachers – not being a 'starting point' for teachers
- Cross grade level interaction
- Uniqueness
- After-school programs
- Work ethnic key was interesting

The Board agreed that "meets or exceeds" versus "partially meets or meets"; strong life skills, and unique identity connected to after-school programs, and cross grade level interactions should be elements of the vision and mission statement. The one school concept needs to be explored in the near future as a real possibility.

Questions and Comments from the Public: A Holden community member stated that one of Holden's frustrations was not to see the expansion of the Holbrook School for the new building to house PreK-8 students of all three schools and the potential for that. David McCluskey's understanding is that this has not been ruled out and is part of the discussion.

Next Meeting Dates:

Budget & Finance Committee – October 18, 2016 at Holbrook School, 2:30 p.m.

Policy Committee – October 3, 2016 at Holbrook School, 6:15 p.m.

Curriculum Committee – September 29, 2016 at Holbrook School, 5:30 p.m.

Technology Committee – November 8, 2016 at Holbrook School, 3:30 p.m.

New School Committee – TBD

Pre-K Advisory Committee – TBD

Budget & Finance: Nothing further to add to written reports.

Superintendent Report: Ben Breadmore, Holden Town Manager, contacted Dr. Smith. There is a concern about the flashing lights at the Holden School. Mr. Breadmore would like to meet to discuss the congestion on Route 1A the flashing lights are causing. The abrupt slowdown by the traffic on Route 1A is creating a hazard on the road. Jennifer Newcomb and Suzanne Wieland would also like to attend the meeting.

We will be re-roofing the metal roof on the former pre-school building at Eddington.

Dr. Smith has called the Attorney General's office for an update on our case, but he has not heard anything back from them yet.

RSU 63 Chair's Report: No report.

Jennifer Newcomb noted that the Policy Committee Report did not reflect the changes made to Policy IJOCA, Security Standards for Volunteers. The actual Draft Policy IJOCA was correct. The Policy Committee Report stated that the library assistant was added to Level III and in Level II volunteers needed fingerprinting.

Motion by Jennifer Newcomb with a second by Nikki More to approve the written and oral reports submitted with the revisions to Item V, Policy IJOCA in the Policy Committee Report.

Vote: 6 yes, 0 opposed

Old Business:

- 1) Request by Penobscot County Conservation Association to Lease a RSU 63 Bus on March 10, 11, and 12, 2017: Dr. Smith and Kelly Theriault met to determine the cost to lease a RSU 63 bus. It would be \$1.49 per mile from the garage and back to the garage and \$27.77 per hour for the driver. The per mile cost and hourly rate for a driver include all the costs we would have to incur as the employer, such as amortization schedule for buses, depreciation, and insurances (worker's

compensation, etc.]. Insurance liability is included, although Jake Morgan does make the company get an insurance waiver. The next step would be for the Penobscot County Conservation Association to complete the approved form, Policy KF, Community Use of RSU 63 Facilities & Equipment.

New Business:

- 1) MSMA Fall Conference (October 27 & 28, 2016): Suzanne Wieland was appointed as the Local Delegate to the MSBA Delegate Assembly.

- 2) **Policies:**

- a) Motion by Nikki More with a second by Jennifer Newcomb to approve on First Reading Draft Policy JHBB – Attendance, Punctuality, Home Instruction, and Excused Absences; Draft Policy JG – Student Placement; Draft Policy JKH – Grievance Procedure for Persons with Disabilities; Draft JLCAA – Handling of Body Fluids; Draft Policy JFC – Dropout Prevention; Draft Policy JGAB – Class Assignment of Transfer & Home Instruction Students; Draft Policy EEAEAA – Drug and Alcohol Testing of School Bus Drivers & Covered Employees; Draft Policy EBCF – Automated External Defibrillators (AEDs) & CPR Instruction for Students, and Draft Policy IJOCA – Security Standards for Volunteers.

Policy JKH needs to be revised as follows: On page 1, second paragraph, sentence should read "Questions about this grievance procedure should be directed to the ADA/504 Compliance Coordinator, 202 Kidder Hill Road, Holden, ME 04429. Tel. #:(207)843-7851."

On Policy EEAEAA, page 9, in Item #1 (Prohibitive Conduct) the alcohol concentration threshold reads 0.04 or greater. Jennifer Newcomb questioned why it was not at least 0.02 as our threshold.

In Policy IJOCA, in the table on page 5 we need to add Field Trip Chaperones in Level 1. We also need to add language to the policy granting authority to the building principals to deny an applicant the right to volunteer in the buildings.

Nikki More amended her motion to exclude Policy EEAEAA for approval tonight and to table Policy EEAEAA. Jennifer Newcomb seconded the amended motion.

The Board members voted to approve on First Reading Draft Policies JHBB, JG, JLCAA, JFC, JGAB and EBCF as written, Draft Policy JKH as amended and Draft Policy IJOCA as amended.

Vote: 6 yes, 0 opposed

- b) Policy BDE – Committee Structure, Assignment, and Reporting: Motion by Nikki More with a second by Jennifer Newcomb to table Policy BDE, Committee Structure, Assignment, and Reporting.

Vote: 6 yes, 0 opposed

- c) Policy KF – Community Use of RSU 63 Facilities & Equipment: Chris Galinski asked if this policy negatively effects the travel basketball teams that use the Holbrook School and the kitchen facilities in any way. Mr. Galinski expressed concern about Item B.6 in Section VIII on page 2 of the policy. Part of the reason we require a member of the school kitchen staff in attendance when groups or organizations desire to have the use of kitchen facilities is a liability issue.

Motion by Chris Galinski with a second by Nikki More to table this policy until we have more community input. **Vote: 6 yes, 0 opposed**

Mr. McCluskey did ask Mr. Galinski to come back to the next meeting with some solutions to meet the liability concerns.

This Friday the American Egg Council from Chicago is coming to Holden School to do something for the school and our student, Leyla Carreira. They are paying for all our students to have an egg cheese omelet, "breakfast for lunch". There will be an assembly at 12:30 p.m. where Leyla will be recognized. There will be a presentation to the school and our student Leyla Carreira. We have contacted the newspapers and TV stations.

Personnel Actions:

- 1) Resignations: Patricia Holmes, bus driver, has resigned.
- 2) Leaves: None
- 3) Elections:
Dr. Smith nominated Helen Allen-Weldon for the K-4 Art Teacher position at the Holden Elementary and Eddington Elementary Schools in RSU #63.
- 4) Appointments:
Dr. Smith nominated the following individuals for appointment to RSU #63: Ashton Carmichael – Holbrook School Library Ed Tech III; Brian Cartwright – Ed Tech III for Special Ed Composite Room at Holbrook Middle School; Andrea Reed – Bus Driver; Thomas Llowski – Bus Driver; Chris Nile – "B" Boys Soccer Coach; Danielle Miller – Intramural Soccer Coach; Madeline Roberts – Assistant Cross Country Coach; and Debra Walsh – "In-Home" Tutor.

Motion by Rusty Gagnon with a second by Nikki More to accept Patricia Holmes' resignation, elect Helen Allen-Weldon and approve Dr. Smith's nominations for appointment to RSU 63.

Vote: 6 yes, 0 opposed

- 5) Searches: We are still looking for tutors for after school programs.

- 6) Reassignments: Peter Walsh, K-4 Art Teacher has been reassigned and he will be teaching Grade 7 Math/Writing at the Holbrook Middle School this year.

Motion by Nikki More with a second by Rusty Gagnon to extend the meeting past 8:30 p.m.

Vote: 7 yes, 0 opposed

Questions and Comments from the Public: None

At to the start of the executive session, Rusty Gagnon rejoined the Board Meeting via conference call.

Executive Session:

At 8:28 p.m. motion by Jennifer Newcomb with a second at Nikki More to go into executive session to discuss a personnel issue pursuant to 1 M.R.S.A. § 405(6)(A).

Roll call was taken with all members replying "Yes". Vote: 7 yes, 0 opposed

At 8:35 p.m. David McCluskey declared the Board out of executive session.

Motion by Rusty Gagnon with a second by Jennifer Newcomb to approve a 3 year contract for Kelly Theriault as Business Manager as presented by the Superintendent, pending Board approved job description and administrative evaluation tool, with an annual salary (beginning July 1, 2016) for FY17 of \$64,879.00. The annual salary includes an additional 12 days to the administrator's contract. **Vote: 7 yes, 0 opposed**

At 8:36 p.m. motion by Rusty Gagnon with a second by Jennifer Newcomb to go back into executive session to discuss a personnel issue pursuant to 1 M.R.S.A. § 405(6)(A).

Roll call was taken with all members replying "Yes". Vote: 7 yes, 0 opposed

At 8:42 p.m. David McCluskey declared the Board out of executive session.

Motion by Rusty Gagnon with a second by Nikki More to approve a contract for Paul (Jake) Morgan as Director of Transportation & Facilities, pending Board approved job description and administrative evaluation tool, with an annual salary (beginning July 1, 2016) for FY17 of \$61,591.00. **Vote: 7 yes, 0 opposed**

At 8:45 p.m. motion by Rusty Gagnon with a second by Jennifer Newcomb to go back into executive session to discuss the appointment and compensation of officials/appointees/employees pursuant to 1 M.R.S.A. § 405(6)(A).

Roll call was taken with all members replying "Yes". Vote: 7 yes, 0 opposed

At 9:48 p.m. David McCluskey declared the Board out of executive session.

Chris Galinski left the executive session/Board Meeting at 9:40 p.m.

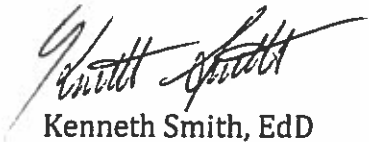
Motion by Rusty Gagnon with a second by Suzanne Wieland to elect Susan Smith as 3 days per week Superintendent of Schools and 2 days per week Director of Curriculum & Instruction beginning October 17, 2016 and ending June 30, 2018 for an additional salary of \$375.00 per week. **Vote: 6 yes, 0 opposed**

At 9:55 p.m. motion by Nikki More with a second by Rusty Gagnon to go back into executive session to discuss the legal rights and duties of RSU #63 pursuant to 1 M.R.S.A. § 405(6)(E). **Roll call was taken with all members replying "Yes". Vote: 6 yes, 0 opposed**

At 10:00 p.m. David McCluskey declared the Board out of executive session.

At 10:01 p.m. motion by Rusty Gagnon with a second by Nikki More to adjourn the meeting. **Vote: 6 yes, 0 opposed.**

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Kenneth Smith", is written over a light blue horizontal line.

Kenneth Smith, EdD
Superintendent of Schools