

REGIONAL SCHOOL UNIT #16 SCHOOL BOARD
Mechanic Falls – Minot - Poland

**The 1st Regular Meeting of the RSU #16 School Board
for 2012–2013 was held**

Monday, August 13, 2012 at 6:30 P.M.
Poland Regional High School in the Library

MINUTES

Present: Eleanor Biron, Jennifer Boenig, Sue Callahan, Grace Gendron, Melissa Hodgkin,
Steve Holbrook, Mary Ella Jones, Tina Love, Joe Parent, Scott Sawyer, Jessica Smith,
Scott Tiner, Jack Wiseman

Absent: Ed Rabasco

1.0 CALL TO ORDER: Mary Ella Jones, Chair, Pledge of Allegiance 6:30 PM

1.1 Welcome new members: Grace Gendron, Poland; Eleanor Biron, Minot; Jessica Smith, Mechanic Falls.

Mary Ella Jones welcomed new school board members.

1.2 Elect a Chair and a Vice Chair

Motion: by Jack Wiseman to nominate Mary Ella Jones

Seconded: by Scott Sawyer

Vote: All in favor except for Scott Tiner who was opposed and Joe Parent who
abstained

Motion: by Steve Holbrook to nominate Sue Callahan for Vice Chair

Seconded: by Jack Wiseman

Vote: Motion fails with Jack Wiseman having 359 and Sue Callahan having 344 (see
weighted vote tally sheet attached)

Motion: by Mary Ella Jones to nominate Jack Wiseman for Vice Chair

Seconded: by Jen Boenig

Vote: Motion passes with Jack Wiseman having 359 and Sue Callahan having 344 (see
weighted vote tally sheet attached)

Motion: by Steve Holbrook to close nominations on all motions

Seconded: by Sue Callahan

Vote: Unanimous

2.0 PUBLIC PARTICIPATION:

None at this time

3.0 RECOGNITIONS/ACKNOWLEDGEMENTS

None at this time

ACTION ITEMS:

4.0 AGENDA ADJUSTMENT: Move 9.1 to follow item 9.5

5.0 PRESENTATION:

None at this time

6.0 ACT ON MINUTES:

6.1 Approve 11th Regular Meeting Minutes – 06-11-12

Motion: by Steve Holbrook to approve the minutes of 06-11-12

Seconded: by Jack Wiseman

Vote: Unanimous

6.2 Approve 1st Special Meeting Minutes – 07-19-12

Motion: by Steve Holbrook to approve the minutes of 07-19-12

Seconded: by Jack Wiseman

Vote: Unanimous

Scott Tiner suggested that next year the board should consider having a July meeting. He expressed concern that with only six members present, they may not have the full input of the board on negotiations.

7.0 ACCEPTANCE OF THE FINANCIAL STATEMENT:

7.1 Approve Financial Statement of July 2012

Motion: by Steve Holbrook to approve the July 2012 Financial Statement

Seconded: by Jack Wiseman

Vote: Unanimous

Mike said they are working on negotiating a better deal on the cell phones. We will see a savings on this moving forward. Administrators have data plans.

7.2 Approve Financial Statement of June 2012

Motion: by Steve Holbrook to approve the June 2012 Financial Statement

Seconded: by Melissa Hodgkin

Vote: All in favor except for Tina Love and Eleanor Biron who were opposed

Mike noted revenues show as a minus, but the fund balance has not yet been applied.

Expenses - balance \$242,000 w/o the fund balance amount.

Mike explained various items that may stand out. Salaries, electricity, heating fuel, co-curricular and extra-curricular stipends, school board legal fees, special education and transportation.

8.0 OLD BUSINESS:

9.0 NEW BUSINESS:

9.1 Parent appeal regarding bus stop

A parent expressed concerned about her daughter's safety walking to the bus stop at 6:15 A.M. She is 13 years old, it is a steep hill and cell phone coverage is spotty. She would be walking alone; there are no other kids to walk with her.

Mike explained it was part of the new board policy on bus stops that allows for students to walk up to a mile to get to a consolidated bus stop. The sub-committee reviewed the situation and felt that it applied. Sue Callahan said she thinks this is a case where we make an exception. She reviewed the policy and also the fact that the other three kids in the area are moving or going to a different school. Mike reported that circumstances have changed since the sub-committee met. Tina Love recalled the conversations from the budget process, but she thinks we have to look at all circumstances when it comes to the safety of kids.

Joe Parent clarified the map.

Melissa Hodgkin- Doesn't feel kids are going to St Dom's just because of the bus stop issue.

Grace Gendron asked the parent if driving to the bus stop is an option. She could in the A.M., but not in the P.M. and she feels that the road is not safe.

Scott Tiner - Disagrees with the transportation policy and thinks we should pick up every kid. Even though a lot of facts have changed since the sub-committee reviewed it, it still fits the policy. Minot has a lot of windy, hill roads.

Tina Love said she is not in favor of it either. Scott Tiner said we shouldn't have voted for the transportation budget because, in effect, we supported it.

Melissa Hodgkin - Had a bus stop all her life and her kids have never been picked up at her house. They have walked since 1st grade. We can't pick up everybody at their houses on dead ends, private roads, etc.

Steve Holbrook - That road is a hell hole and he wouldn't want his daughter walking on that road alone.

He recommends we pick the student up at her home.

Jessica Smith - Doesn't feel that this is a safe situation.

The parent asked why we bus for summer school. Mike explained that we don't want lack of transportation to get in the way of attendance for those who need it.

Sue Callahan - We need to bring the transportation policy back to the policy committee for review.

Motion: by Steve Holbrook that we include this student's home as a bus stop

Seconded: by Sue Callahan
Vote: All in favor except Joe Parent who was opposed

9.2 Approve the following administrative and teacher nominations:

9.2a To appoint Tina Meserve to a 2-year contract as Assistant Superintendent effective 08-20-12.

Mike introduced Tina Meserve and provided some background information. When asked, he said that after working as an Assistant Superintendent for one year she could work as a Superintendent.

Motion: by Sue Callahan to appoint Tina Meserve to a 2 year contract as Assistant Superintendent effective 08-20-12.

Seconded: by Jack Wiseman

Vote: Unanimous

9.2b To appoint Shawn Vincent to a 2 year contract as Principal of BMWMS retro-active to 07-01-12.

Mike introduced Shawn Vincent and provided some background information.

Motion: by Jack Wiseman to appoint Shawn Vincent to a 2 year contract as Principal of BMWMS retro-active to 07-01-12.

Seconded: by Sue Callahan

Vote: Unanimous

9.2c To appoint Richard Benoit to a 2-year contract as Principal of Poland Community School effective 08-20-12.

Mike introduced Rick Benoit and provided some background information.

Motion: by Steve Holbrook to appoint Richard Benoit to a 2 year contract as Principal of Poland Community School effective 08-20-12.

Seconded: by Sue Callahan

Vote: Unanimous

9.2d To appoint Kelley Marston to a 2 year contract as Assistant Principal of BMWMS & PCS effective 08-20-12.

Shawn & Rick introduced Kelley Marston and provided some background information.

Motion: by Steve Holbrook to appoint Kelley Marston to a 2 year contract as Assistant Principal of BMWMS & PCS effective 08-20-12.

9.2e 6th Grade Teacher – Elm Street School, Michael Craig

9.2f Title 1 Teacher – Elm Street School, Stephanie Page

9.2g 2nd Grade Teacher – Elm Street School, Chelsea Martin

9.2h 5th Grade Teacher – Minot Consolidated School, Megan Lyons

9.2i Special Ed Teacher – Minot Consolidated School, Cheryl Laflamme

9.2j Special Ed Teacher – PCS, Donald Drake

9.2k Special Ed Teacher – PRHS, John Bessette

9.2l Music Teacher – PRHS, Julia Handspicker

Motion: by Steve Holbrook to approve all of the above nominations

Seconded: by Sue Callahan

Vote: Unanimous

Cari Medd introduced Julie Purdy as the new 7-12 librarian.

9.3 To hear a report on a MAINE SCHOOLS FOR EXCELLENCE grant application to develop a teacher/administrator professional development, evaluation and compensation system based on the National Board of Professional Teaching Standards.

Mike talked about a grant that involves five school systems in Maine that link teacher and administrator's evaluation and staff development together. We currently have study committees looking at teacher salary, teacher evaluation and professional development and here is an opportunity to bring this all together and work with some other school systems so we are part of the grant process. We qualify due to the free and reduced lunch rate and CIPS school status at one of our schools. The Teachers' Association prepared a letter to "buy in" to our participation in this process.

9.4 To appoint board members to the study committees in the new teachers' contract to look at insurance options - n/a .
Any board members can attend any committee meeting.

9.5 To approve PRHS's core values guide.
Cari Medd provided the high school core values, beliefs and 21st century learning expectations. She explained briefly the NEASC process that the high school is undergoing for re-accreditation. The mission statement will stay intact, but core values have been added. Her handout explained the core values and what they encompass. She explained the process the entire high school underwent to develop them. They were unanimously approved by full faculty and student council. The new Core Beliefs logo was developed by a 9th grader and it will be reproduced on banners and hung throughout the school.

Motion: by Jack Wiseman to accept PRHS Core Values, Beliefs, and 21st Century Learning Expectations

Seconded: by Melissa Hodgkin

Vote: Unanimous

Tina asked how this ties in with strategic planning and what if it gets changed during that process. Cari said the high school is part of RSU #16 and if it changes we will adapt to that.

10.0 POLICIES: Policies – Signature needed (approved at June's meeting)

JL – Student Wellness

JJJ – Co-Curricular Eligibility

IJNDB – Student Computer & Internet Use

11.0 ADMINISTRATIVE INFORMATION – REPORTS TO THE SUPERINTENDENT:

11.1 Summer school report – Angie Taylor

Amy Robinson, Summer School Coordinator, provided a report on the K-6 program that was held at PCS. They are in the process of compiling the assessment data and will present that at the September meeting.

12.0 REPORTS TO THE SCHOOL BOARD: Sub-Committees:

12.1 Budget Committee - N.A.

12.2 Curriculum Committee - N.A.

12.3 Facilities Committee - N.A.

12.4 Negotiations Committee - Support staff custodial contract negotiations are ongoing.

12.5 Policy Committee - N.A.

12.6 Public Relations Committee - Had a meeting tonight, focus is on the strategic planning process and identifying next steps. Mike will be in touch with scheduling a board meeting to interview two potential vendors to help with the strategic planning process.

12.7 Stipend Committee - They are looking at the formula for developing stipends, and how/when does the board decide when it will offer a stipend along with policy questions around stipends.

Report of the Superintendent

12.8 Budget Update

Arthur Reed would like to modify some stipends at Minot. He has six stipends for RTI support @ \$250 each. He would like to change that to one stipend of \$1,500 for one RTI Coordinator for their

program. He explained the reasoning for moving to an RTI Coordinator to better meet the needs of students. Cari Medd added that the high school has had one person appointed as RTI Coordinator for quite a while now.

Cari Medd has \$2,000 in the principal's support account at the high school and would like to use that to create \$500 stipends for leadership positions during NEASC process.

Discussion: Since the money is already in the budget, it can be moved around. It is ok to shift stipend money from one line to another.

12.8b Setting dates of meetings with town officials.

Mike is in the process of setting up meetings with town managers, board chairs, vice chairs and our board chair and vice chair to do some connecting. We will be starting the conversations about how we are going to look at the funding formula.

Steve Robinson agreed that we need to get together as a smaller group and set the structure for the larger group.

Sue Callahan asked about the resignation of a board member and if we have a replacement. Mary Ella Jones stated that Mechanic Falls said we would have a replacement for the September meeting.

12.9 Capital Improvement Update.

Every CIP project will be done before school starts. These projects include phone system and fire alarm upgrade at ESS, basketball court paving and gym lights at PCS, roof at MCS and surveillance cameras at PRHS.

Sue Callahan asked about road construction for bussing. Mary Ella Jones said they would have Tom Kelly check with the towns on roadwork along bus routes.

12.10 Administrative Team Goal Setting

Mike provided a handout of the goals the administrators set for the coming school year, including literacy and learning standards and also some proposed school board goals for 2012-2013.

Mary Ella Jones suggested we dedicate the first 20 minutes of the September meeting to talk about goals for the year. Joe suggested they examine the proposed goals and come to the next meeting prepared to discuss, edit, etc. Sue would like to examine our mission along with the goals.

12.11 Policy needs: Restraint, Stipends

Mike explained that there are new laws and regulations governing physical restraint and seclusion of students. Schools have been limited in our abilities to restrain students. We need to train our staff and create a new district policy. He provided the details of the new law to the board in a handout.

Policy around stipends, he will forward this info to Ed Rabasco.

Letter from Scott Segal, Poland Recreation Department proposing that PCS' CIP money be used to repair the stairs behind PCS going down to the lower field. This money was designated to PCS prior to consolidation, but went back to the town. The funds can still be used at the school, but the work also has to benefit the town. The recreation department and the school use these stairs daily.

Mary Ella said she received a call from Scott inquiring hanging signs on the fence recognizing people who contribute funding. She said we need a policy, but wanted to know if we could look at a temporary solution. Jack suggested we send it to the policy committee. The board concluded they could put temporary signs up this year during the games, subject to the approval of Cari, Shawn and Don.

Motion: by Steve Holbrook to allow hanging pre-approved sponsorship banners only during game times for the 2012 season.

Seconded: by Melissa Hodgkin

Vote: All in favor except Jessica Smith who was opposed.

12.12 Support Staff New Hires:

- Toni Ferry, Administrative Assistant – Adult Ed
- Terri Marin, Administrative Assistant, Special Ed – Central Office
- Cheryl Coffin, Library Ed Tech 111 – PCS
- Ray Lafreniere, Cross Country Coach – PRHS
- Darren Littlefield, Girls' Soccer Coach – WMS
- Tim Dolley, JV Girls' Soccer Coach – PRHS
- Paige Piper, Girls' Soccer Coach – WMS
- Kathy Woodward, Ed Tech 111 – PCS
- Nadean Record, Ed Tech Title 1 – ESS
- Shauna Broyer, Ed Tech 111 – PRHS
- Benjamin Poulin, Ed Tech 111 – PRHS
- Leonard Fox, Ed Tech 111 - PRHS

12.13

Resignations:

- Karen Smith, Music Teacher - RSU
- Margaret Pitts, Principal – PCS
- Matthew Closson, Teacher – PRHS
- Darren Carter, School Health Coordinator – District
- Kathryn Adams, Teacher – Minot
- Jennifer McNally, Teacher – PCS
- Erin Stearns, Teacher – ESS
- Amy Tucker, Technology Integrator/Teacher – RSU

13.0 COMMUNICATIONS: Communications to the School Board

Scott Sawyer - Why is chocolate milk no longer available at PCS? It was suggested he email Betty Hayes, Food Service Director.

14.0 EXECUTIVE SESSION:

15.0 REMINDER: Sign Policies IJNDB, JJJ, JL

6 PM start time at the September meeting with the first 30 minutes dedicated to goals.

Annual MSMA Conference is Oct 25th and 26th and Mary Ella highly recommends anyone who can attend to do so. We usually send a delegate to the conference for voting, so let Mike or Mary Ella know if you are interested.

16.0 ADJOURNMENT:

Motion: by Steve Holbrook to adjourn at 8:35 P.M.

Respectfully submitted,

Mike Wilhelm