

**Operations Committee Meeting  
Minutes**

Monday, April 24, 2017  
5:00 – 6:00 P.M.  
Elm Street School

Members Present: **Aaron Ouellette**, Steve Holbrook, Mary Martin, Norm Davis  
Members Absent: Annette Hemond  
Other BODs Present: Jen Boenig  
Administrators Present: John Hawley, Tina Meserve  
Staff Members Present:

**Item 1: Shared Entrance / Middle School Project – Aaron Ouellette**

Aaron suggested that the recent San Bernardino shooting should have renewed people's concerns for greater security at the high school middle school. With discussions suggesting a Plan B for the middle school addition, rumors are that the shared entrance had been cut from the plan. School security was not so much an issue when the schools were constructed 20 years ago, but today we would be shortsighted to not consider the change and we should be considering how different it will be 20 years from now. The entire group agreed that security needs to be a priority for this project and that the priorities should be:

1. All classrooms in a single building – no modular classrooms.
2. Offer the best security we can for the building.
3. Make sure we have enough space to meet the educational needs.

John said he would bring the committee's comments to the building committee who will be meeting on April 25<sup>th</sup>.

**Item 2: Food Service Collections Communications - John Hawley**

John told the committee that after an email to all parents was sent out on April 13<sup>th</sup>, both he and Ellen received numerous emails and phone calls from people who felt they were not given adequate notification before having their bill sent to a collections agency. Tina reiterated all the communications that had gone out since the beginning of the year including the charging policy flier, reminders in principal's newsletters to keep up with school meal balances, bills sent home with students and phone calls from Central Office to parents with high balances and again when the district changed over to AndroGov.

Tina also spoke about an email about the difficulty navigating the websites to make payments to students' accounts. The district has done everything in its power to make the process easy and only requires a few clicks online to get to where one needs to be for making payments.

**Item 3: Traffic Egress Issues at High School Update - John Hawley**

Tina had spoken with Deputy Dennis Sampson and John spoke with Chief Deputy Bill Gagnon of the Androscoggin Sheriff's Department to request traffic control assistance at the high school during peak egress times. The Deputies agreed to offer assistance, but reminded us of the limited police coverage in Poland. They would not be able to provide traffic control if the deputy is on an emergency call.

John had also asked about the option of putting an RSU staff out there to help with traffic control. In the State of Maine, you must be certified in traffic control to direct traffic in the public right of way. Furthermore, if the RSU takes on that responsibility, it also assumes all liability in the event an accident occurs as a result of the traffic control activity. The committee agreed that we would not utilize RSU staff.

**Adjourned: 5:50 pm**