

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

**The 5th Regular Meeting of the RSU #16 School Board
for 2010 – 2011 was held
Monday, November 15, 2010 at 6:30 P.M.
in the Poland Community School Multi-Purpose Room**

MINUTES

Present: Annette Annance, Terri Arsenault, Carl Beckett, Sue Callahan, Norm Davis, Dave Griffiths,

Melissa Hodgkin, Steve Holbrook, Mary Ella Jones, Jeanne Manley, Yvette Murray, Scott Sawyer, Jack Wiseman

Absent: Martha Stone, Chris Woodford

1.0 CALL TO ORDER: Dave Griffiths, Chair

> Dave Griffiths called the meeting to order at 6:32 PM with the Pledge of Allegiance.

> Dennis explained that the HS library was already booked tonight and there is one piece of equipment for the HS TV station waiting for repair.

ACTION ITEMS:

2.0 PRESENTATION: RTI – Response to Intervention – Mary Martin

- Mary Martin explained what Response to Intervention is and what it looks like here in RSU #16. In addition, she provided the board with a handout of slides with more detailed explanations. RTI is designed to help all students at risk of academic and behavioral difficulties and is part of both federal and state law. Mary outlined the RTI process for K–6, Ayesha Farag–Davis reviewed grades 7 & 8 and Cari Medd explained it at the high school level.
- Discussion including estimated percentage of kids involved, the support teachers stipends (in some cases), picking up kids who might have fallen through the cracks, possibility of the RTI process reducing special education referrals, challenges, strategies, etc.
- Jill Cramp asked about students that are already at Tier Three. Mary explained that that is usually handled through the IEP process.

3.0 ACT ON MINUTES:

Approve 3rd Regular Meeting Minutes – 10–4–10

Motion: by Steve Holbrook to approve the minutes of the 10/04/10 meeting

Seconded: by Annette Annance

Vote: Unanimous

Sue Callahan clarified that it was she and not Yvette Murray who opposed the 3rd motion held in Executive Session.

Facilitators for the sub-committees are: Terri Arsenault for Budget, Norm Davis for Facilities, Scott Sawyer for Public Relations, and Dennis Duquette for Curriculum.

There was discussion about when the sub-committees will report to the full board. Next meeting, first Monday.

4.0 ACCEPTANCE OF THE FINANCIAL STATEMENT:

Approve Financial Statement of October 2010

Motion: by Steve Holbrook to approve the October 2010 Financial Statement

Seconded: by Yvette Murray

Vote: Unanimous

Terri Arsenault asked why teacher salaries are already over budget. Rick explained that there are some encumbrances due to the new support staff agreement and some staff assignments changed after the budget was prepared. We also had additional ed techs needed this year that we did not know about last spring.

Rick explained that we have about \$177,000 in overages and the administrators will be looking at recovering that from some other lines. These are encumbrances, not money spent. Dennis explained that everything has been encumbered so the overages you see now should be it for the year.

Yvette asked about the surplus Dennis had spoken about previously. Dennis explained it is not an audited amount yet; but once it is, it will be brought to the school board to determine where it will be applied. Jeanne said we have had a tremendous amount of new hires since August and it would be helpful to know if these are new positions or replacements and what they are getting paid.

Norm asked about the food service software and if it works and/or has it had problems. Rick explained that it has had problems and we are working through them. Norm asked if we were making or losing money on food service. Dennis explained that currently we are in the red. We had to replace a large piece of machinery in Minot that was not budgeted. Betty Hayes is our new Food Service Director and she just started in this role recently. Also we are not budgeting money into the food service program anymore. We are hoping we will get close to the break-even point.

Norm reported that by the end of this month we would have municipal water at PCS. He asked if we have a figure for hooking up the sprinkler system, as that is not covered by the grant. Rick said we don't have the final figure on that.

Rick reported that the delivery of the boiler has been delayed. It should be installed by December 18, 2010.

Annette asked about tuition paid to other SADs. Rick said he would check and get back to the board on that. Cari mentioned that some of these are students who are part of the consolidation agreement to continue going to school out of district.

5.0 NEW BUSINESS: INFORMATIONAL ITEMS:

(The policies below were previously approved by individual school committees – the **only revision made** is the title RSU #16 vs. individual schools and one School Board Signature Block). We are trying to update all of our current policies as an RSU with one school board.

6.0 POLICIES

Policies – 1ST & Final Reading

- EBCA – Comprehensive Emergency Management Plan
- GBEC – Drug-Free Workplace
- JFABD – Admission of Homeless Students
- JLCB – Immunization of Students
- JLCD – Administration of Medication to Students
- JLDBG – Re-Integration of Students from Juvenile Correctional Facilities

Motion: by Steve Holbrook to accept the first and final reading of EBCA, GBEC, JFABD, JLCB, JLCD, and JLDBG

Seconded: by Annette Annance

Vote: Unanimous

7.0 ADMINISTRATIVE INFORMATION – REPORTS TO THE SUPERINTENDENT:

A-Team Reports

Dave asked Margaret what the ACTEM conference is. Association of Computer Technology Educators of Maine.

Scott shared that Ayesha's middle school newsletter is very professional and looks great.

Terri has had several parents talk to her who are very happy with the new middle school.

Dennis will be handing out evaluation forms in December. They will be turned in to Dave who will compile them.

Discipline Report – Ray Lafreniere

This report will be done every two months. There is no report this month.

8.0 REPORTS TO THE SCHOOL BOARD:

Report of the Superintendent – Dennis Duquette

- ❖ The first storm day was last Monday. We lost power in all of our buildings for most of the day. We used to have Honeywell Instant Alert System K-6, but we don't have our new emergency calling system set up yet for this year. Many people were without power and the call to cancel was late rather than earlier. Our new system will be up and running by the middle of December.
- ❖ The state wants to do a special presentation once our new boiler is up and running. The building is an attractive addition to the high school complex.
- Support Staff New Hires:
 - Tony Bennett, Maintenance Supervisor – BMWMS/PRHS
 - Travis Dunbar, Ed Tech 111 – PCS
 - Tim Dolley, Coach, JV Girl's Basketball – PRHS
 - Kristin Ross, Coach, Indoor Track – PRHS
 - Donna Snay, Bus Monitor – RSU #16
- Handouts:
 - * School Leaders look to recruit China students
 - * State to school about bed bugs: 'Don't close'
 - * Maine State Teacher of the Year Finalists – Amy Hediger

9.0 PUBLIC PARTICIPATION:

- Jill Cramp – Special Ed concerns. How do we intervene when kids are not learning? She said she has been trying for the past five years to ask this question so the school would examine if they are doing enough, etc. As a parent she said it is a huge struggle and she wants the school board to be aware of it.
- Norm talked about the history of the Special Ed program in Poland and how the service has fluctuated over the years. It has been average, but it has never been excellent. The Applied Academics program at the high school was a major step for a lot of kids, but there is still more to do. Dave added that Special Ed is also one of the huge unfunded mandates. Jill agreed, but kids still have a right to a free and appropriate education.
- Annette said she believes the board should hear the parent's concerns and address them. Terri agreed and said that parents are their child's biggest advocates. She suggested that Jill speak again with Margaret and Dennis and if she doesn't get satisfaction, she should request a formal executive session with the school board. Jill explained that she feels that she is at that step now. Carl also agreed and pointed out that she has already gone to the teacher, principal, superintendent, etc.
- Dennis explained that he has heard Jill's concerns and they are being addressed. He believes the board should go into Executive Session next month so they can hear the full concerns and how they are being addressed. He did say there is a difference of opinion.

10.0 AGENDA ADJUSTMENT: 12.0

11.0 COMMUNICATIONS:

Communications to the School Board

12.0 EXECUTIVE SESSION:

Motion: by Steve Holbrook to enter into Executive Session at 8:04 PM for a personnel matter

Seconded: by Jeanne Manley
Vote: Unanimous

Motion: by Steve Holbrook to come out of Executive Session at 8:34 PM
Seconded: by Terri Arsenault
Vote: Unanimous

13.0 REMINDER:

14.0 ADJOURNMENT:

Motion: by Steve Holbrook to adjourn 8:35 PM.

Respectfully Submitted,

Dennis J. Duquette