

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

**The 1st Regular Meeting of the RSU #16 School Board
for 2010 – 2011 was held
Monday, August 2, 2010 at 6:30 P.M.
in the Poland Regional High School Library**

The challenge before us is to savor the
unknown and delight in the taste of possibility.

MINUTES

Present: Annette Annance, Carl Beckett, Sue Callahan, Norm Davis, Terri Arsenault, Dave Griffiths, Melissa Hodgkin, Steve Holbrook, Mary Ella Jones, Yvette Murray, Scott Sawyer, Martha Stone, Jack Wiseman, Chris Woodford, Jeanne Manley (at 7 PM.)

1.0 CALL TO ORDER: Dennis Duquette, Superintendent

- ✓ The meeting was called to order at 6:30 PM by Dave Griffiths with the Pledge of Allegiance.
- ✓ Dave welcomed Terri Arsenault to the school board.
- ✗ Dave explained an email he sent out regarding opening up the agenda planning process that may have been misunderstood. Any agenda item can be proposed by any member.
- ✗ Sue Callahan, citing the democratic process that used to be followed by electing a chair and rotating the chair position through the three towns, suggested that the board nominate and elect the chair each year. Steve said the discussion was had a year ago and the board felt it didn't make any difference what town the chair was from. No policy was developed, but we had a discussion.
- ✗ Dave asked the board if anyone felt that he used his role as chair to favor the town of Mechanic Falls. There was discussion about the budget process, leadership roles, process for electing a chair and meeting frequency. Carl Beckett reminded everyone that each board member is one for all and all for one.
- ✓ Dave turned the meeting over to Dennis for the process of electing Chair and Vice Chair.

1.1 ACTION ITEM: Elect a Chair and Vice Chair

Motion: by Steve Holbrook to establish a process for electing a Chair and Vice Chair by nomination and voting every year
Seconded: by Norm Davis
Vote: Unanimous
Motion: by Mary Ella Jones to nominate Dave Griffiths as Chair
Seconded: by Carl Beckett
Vote: 13-1 (Scott Sawyer opposed)
Motion: by Jack Wiseman to nominate Mary Ella Jones as Vice Chair
Seconded: by Norm Davis
Vote: 13-1 (Scott Sawyer opposed)
Motion: by Scott Sawyer to cease nominations
Seconded: by Steve Holbrook
Vote: Unanimous

2.0 PRESENTATION:

ACTION ITEMS:

3.0 ACT ON MINUTES:

Approve 13th Regular Meeting Minutes – 6-15-10

Motion: by Steve Holbrook to approve the minutes of 06-15-10

Seconded: by Jack Wiseman

Vote: 11-3 (Martha Stone, Terri Arsenault, and Scott Sawyer abstaining)

4.0 ACCEPTANCE OF THE FINANCIAL STATEMENT:

Approve Financial Statement of June 2010

Rick corrected that this Financial Statement is for July, not June.

Motion: by Steve Holbrook to approve the July 2010 Financial Statement
Seconded: by Chris Woodford
Vote: Unanimous

5.0 NEW BUSINESS:

Approve Teacher Nomination – K-6 Music Coordinator, RSU #16

Motion: by Chris Woodford to approve Karen Smith, K-6 Music Coordinator
Seconded: by Martha Stone
Vote: Unanimous

Discussion: Dennis explained that Larry Williams will work with Karen Smith on the music program for the district. He will be doing grades 5-12 instrumentals, along with middle school and high school band. Karen will be coordinating the K-6 music program.

Approve Administrator Contract - Principal, Bruce M. Whittier Middle School

Motion: by Steve Holbrook to approve Ayesha Farag-Davis as Principal, BMWMS
Seconded: by Martha Stone
Vote: Unanimous with Norm Davis abstaining

- ✓ Norm asked why the different administrator contracts have different benefits. Dennis explained that some things were equalized such as 230 days, 46 weeks. 1.5% pay increase. 20 sick days to a maximum of 120, professional development amount is \$1400 and the assistant principals are \$1,000. With salaries, each town had set the salaries prior to the RSU being formed. We still have more work to do on equalizing salaries and benefits. Norm expressed concern about approving two year contracts and prolonging the differences. Terri agreed and recommended one year contracts be approved. Jack agreed we should go to a one year contract for now.
- ✓ Steve asked about the health insurance payout if an administrator doesn't take insurance. Dennis explained that teachers also get an extra payment if they don't take the health insurance.

Motion: by Norm Davis to change all the administrator contracts to one year
Seconded: by Terri Arsenault
Vote: Unanimous

- Both Chris and Jack wanted to be clear that this has nothing to do with the quality of the administrators or their work.

Motion: by Steve Holbrook to add Section 5b. to all the administrator contracts where it is missing
Seconded: by Melissa Hodgkin
Vote: Unanimous

Approve Administrator Contract - Principal, Elm Street & Minot Consolidated School

Motion: by Carl Beckett to approve Mary Martin as Principal of ESS and MCS
Seconded: Martha Stone

Discussion: Norm raised an issue of concern about Mary's salary being less than all the other elementary administrators but with the longest amount of service to the district. Dennis explained that the salaries had been set by the towns prior to the formation of the RSU, Ayesha \$81,500, Mary \$73,650, Margaret \$75,400, Ray \$72,400, Shawn \$62,700 and Arthur \$64,500.

Motion: by Scott Sawyer to amend Mary's salary to \$78,500
Seconded: by Terri Arsenault
Vote: 1-13 (all opposed except Scott Sawyer)

Discussion: Carl suggested we need to equalize the contracts and set them for two to three years as soon as possible. Jack agreed saying we want to hold on to our people.

Approve Administrator Contract - Principal, Poland Community School

Motion: by Steve Holbrook to approve Margaret Pitts as Principal of PCS
Seconded: by Chris Woodford
Vote: Unanimous

Approve Administrator Contract - Dean of Students, Poland Regional High School

Motion: by Chris Woodford to approve Ray Lafreniere as Dean of Students at PRHS
Seconded: by Steve Holbrook
Vote: Unanimous

Approve Administrator Contract - Asst. Principal, BMW & PCS

Motion: by Steve Holbrook to approve Shawn Vincent as Assistant Principal at WMS and PCS

Seconded: by Chris Woodford

Vote: Unanimous

Approve Administrator Contract - Asst. Principal, Elm Street & Minot Consolidated School

Motion: by Steve Holbrook to approve Arthur Reed as Assistant Principal at ESS and MCS

Seconded: Chris Woodford

Vote: Unanimous

Discussion – Start time for meetings

Dennis had a request to start meetings at 6 PM. He would like to keep them at 6:30 PM and the board agreed that that would be best for everyone.

Discussion – RSU #16 School Board Retreat

☒ Dennis talked about bringing the school board together to look at the direction for the district and subcommittees to examine different issues, such as admin contracts, drop out rates, strategic planning, etc. He suggested that we add a second meeting per month for the subcommittees to meet. These items will be discussed at the school board retreat.

☒ The next meeting will be on September 13, 2010 at 6:30 PM. The school board retreat will be September 20, 2010 from 4:30 to 8:00 PM. Dennis will inform the school board of the location. Martha asked if the administrators could attend.

Discussion:

1. Are we doing enough to teach our kids about financial literacy (coming off the shaky lending and borrowing practices that led to this recession)? Tabled until after the retreat discussion.
2. Where do we stand now on middle school sports and getting as many kids involved as possible? Don King explained that he looked at the stats on how many middle school kids participated in athletics in the past year. Our conference has a 7th grade team and an 8th grade team. The results of the spring survey asking how many kids were planning to participate in sports looks good. Middle school kids will have more opportunities to choose what sports they want to do. Don talked about the sports offerings and the potential participation numbers. Aug 15, 2010 there is a 7-12 parent meeting for athletics.
3. Thanks to a federal mandate, the state is counting dropout rates differently. Where does that leave PRHS? Tabled for the retreat.
4. Visioning – Mary Ella Jones – The board voted last spring to have some sort of visioning process. Mary Ella suggested the board meet, determine their thoughts, solicit the administrators for their input in terms of success and challenges, then solicit input from the public on their priorities. Terri asked for clarification of the role of the PRHS Vision Keepers. Mary Ella and Dennis explained.
5. At 8:00 PM Dennis took the school board on a tour of the middle school.

6.0 POLICIES: Policies – 1st & Final Reading

IJNDB – Student Computer & Internet Use

Motion: by Terri Arsenault to approve the 1st and final reading of IJNDB

Seconded: by Norm Davis

Vote: Unanimous

IJNDB-R – Student Computer & Internet Use Rules

Motion: by Steve Holbrook to approve the 1st and final reading of IJNDB-R

Seconded: by Martha Stone

Vote: 12-2 (Sue Callahan & Terri Arsenault opposed)

Discussion: Sue asked about the laptop use fee. Chris reviewed the fee structure. Terri explained that she is not in favor of this. Dennis explained that we don't want to fee families to death and he is a huge student advocate. We do need to help teach them responsibility. Linda explained the laptop repair costs for 09-10 and what we bill families for their share of the cost.

IJNDB-C - Guidelines for Care & Use of School Issued Laptops

Motion: by Steve Holbrook to approve IJNDB-C

Seconded: by Chris Woodford

Vote: 13-1 (Sue Callahan opposed)

(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.

Policies – 1st & Final Reading

EBBA – Prevention of Disease/Infection Transmission Bloodborne Pathogens

EBCC – Bomb Threats

ECB – Pest Management in School Facilities and on School Grounds

EEAEAA – Drug & Alcohol Testing of School Bus Drivers

EEAEAA-R – Drug & Alcohol Testing of School Bus Drivers Administrative Procedure

EFE – Competitive Food Sales

Motion: by Terri Arsenault to approve all six policies listed above with one motion

Seconded: by Norm Davis

Vote: Unanimous

INFORMATIONAL ITEMS:

7.0 ADMINISTRATIVE INFORMATION – REPORTS TO THE SUPERINTENDENT:

8.0 REPORTS TO THE SCHOOL BOARD:

Report of the Superintendent – Dennis Duquette

Dennis said they are anticipating a substantial fund balance from this past year. They did not know this in May or June. They will know the number once the audit is complete. We entered the RSU with a zero fund balance. We will also be losing the federal stimulus funds. Terri asked for a final budget report for 09-10. Rick said once the audit is complete, the report will be available. Terri requested it prior to the completion of the audit.

Boiler Update – Rick reported that the project is in progress and should be complete by November 9th. Norm asked if the vendor has signed an agreement that the federal environmental guidelines have been met. Rick said that they had and they were also grandfathered.

- Summer Updates
- Support Staff New Hires:
 - * Michael Bell, Mechanic/Substitute Bus Driver, RSU #16
 - * Jill Olson-Mills, Ed Tech 111 Library Aide – PRHS
 - * Debra Downing, Ed Tech 111 Learning Center – PRHS
 - * Rick Dodge, Ed Tech 11 Learning Center – PRHS
 - * Kim Caron, Ed Tech II – BMWMS
 - * Elise (Jack) Gagnon – Ed Tech 11 (4 year old program) – Elm Street
- Article: Maine student-teacher ratio goes up to over 12 to 1
- Article: Maine doesn't make Race to Top finalist list
- Volunteers for RSU #16 Teacher's Contract – Terri Arsenault, Jeanne Manley, Norm Davis
- Tri-Town Middle School Tour

9.0 EXECUTIVE SESSION:

9.1. Discussion of personnel issues pursuant under 1 M.R.S.A. § 405 (6) (A)

Motion: by Steve Holbrook to enter Executive Session at 8:37 PM.

○ Seconded: by Chris Woodford

○ Vote: Unanimous

Motion: by Steve Holbrook to come out of Executive Session at 9:31 PM.

○ Seconded: by Chris Woodford

○ Vote: Unanimous

10.0 PUBLIC PARTICIPATION:

11.0 AGENDA ADJUSTMENT:

12.0 COMMUNICATIONS:

Communications to the School Board

There will be painting & planting this Saturday at Whittier Middle School from 8 AM to 12 Noon and all are encouraged to attend and help out.

August 11th there will be an Ice Cream Social for the middle school and August 26th is Open House.

13.0 REMINDER:

14.0 ADJOURNMENT:

Motion: by Steve Holbrook to adjourn at 9:32 PM.

Respectfully submitted,

Dennis J. Duquette