

REGIONAL SCHOOL UNIT #16 SCHOOL BOARD

Mechanic Falls – Minot - Poland

**The 11th Regular Meeting of the RSU #16 School Board
for 2011–2012 was held**

Monday, June 11, 2012 at 6:30 P.M.

Poland Regional High School in the Library

MINUTES

Present: Terri Arsenault, Carl Beckett, Jennifer Boenig, Melissa Hodgkin, Steve Holbrook, Mary Ella Jones, Tina Love, Yvette Murray, Joe Parent, Ed Rabasco, Scott Tiner, Jack Wiseman
Absent: Sue Callahan, Jeanne Manley, Scott Sawyer

1.0 CALL TO ORDER: Mary Ella Jones, Chair, Pledge of Allegiance
Mary Ella Jones called the meeting to order with the Pledge of Allegiance at 6:30 PM.

2.0 PUBLIC PARTICIPATION:
Melissa Hodgkin provided a handout regarding a fundraiser for a PRHS student with cancer.

3.0 RECOGNITIONS/ACKNOWLEDGEMENTS
The following school board members will be retiring as of July 1, 2012:

- Carl Beckett, Mechanic Falls
- Jeanne Manley, Poland
- Yvette Murray, Minot

Mary Ella announced that this is the last meeting for the above three board members.
Mike Wilhelm presented the departing board members with a customized mouse pad.

ACTION ITEMS:

4.0 AGENDA ADJUSTMENT: 9.8 and 10.5

5.0 PRESENTATION:

5.1 Liz Yindra - Presentation of the high school yearbook to the school board.

- Liz Yindra, one of the Yearbook co-advisors spoke about this year's PRHS yearbook, Excalibur. They met every deadline for the first time in history. Special class photos were added, a mix of color and non-color photos, all digital, presale was 100 copies, 60 more cash and carry, 40 still on hand. Unveiled the yearbook at the senior banquet, going to try a limited edition spring supplement for seniors if they want to add on to their yearbook. Working on more student involvement and more kids interested in working on and purchasing a yearbook.
- Terri Arsenault commented that this year's yearbook was the best one she has bought. It was awesome. Mary Ella agreed.

6.0 ACT ON MINUTES:

6.1 Approve 10th Regular Meeting Minutes – 05/12/14

Motion: by Steve Holbrook to accept the minutes of the 05/12/12 meeting

Seconded: by Terri Arsenault

Vote: Unanimous

7.0 ACCEPTANCE OF THE FINANCIAL STATEMENT:

7.1 Approve Financial Statement of May 2012

Motion: by Steve Holbrook to accept the financial statement of May 2012

Seconded: by Yvette Murray

Vote: Unanimous

Discussion:

- Terri asked what the *as of* date is. It is the end of May.
 - Tina asked about line items that had gone over and she wondered if there has been discussion on those.
- Mike Wilhelm said they met with the provider of the cell phones and are trying to work with them to change the plan.

8.0 OLD BUSINESS:

8.1 To consider the request of the Mechanic Falls town councilors to review the local cost sharing agreement.

- We need to determine when to conduct the review. We are required to review it 2013-2014. We are going to schedule a meeting with municipal officers and legislatures for early fall. It will be part of our strategic planning. Mike explained that we need to look at both the local contribution and the EPS formula. Steve asked what the best advantage is for the two smaller towns; student count or valuation? Mike explained that you would want to use the most stable information you have. Student count would make it more stable, but that doesn't mean it will benefit the town. The state evaluation fluctuation is really what has the most affect. All of this will be examined at the meeting in the fall.

9.0 NEW BUSINESS:

9.1 Approve the following contracts, which have expired:

9.1a Linda Chaisson, Information Technology Director

9.1b Ell Fanus, Gifted & Talented Coordinator

9.1c Darren Carter, Health Coordinator, paid for by a grant, Fund for Healthy Maine. Contract has been adjusted that if the state reduces his contract we will reduce; if they eliminate the funding, we will eliminate the position.

Motion: by Steve Holbrook to approve the contracts for Linda Chaisson, Ell Fanus and Darren Carter

Seconded: by Jack Wiseman

Vote: Unanimous

Discussion:

1% salary increase, insurance packages, days worked/work year differences, Steve wants added to personal days *with the approval of the Superintendent*. Mike will add language that protects the district. These three positions report to the Superintendent.

9.2 To appoint Amy Tucker to a first year probationary contract as a 25% Technology Teacher and to renew her Technology Integrator contract to a 75% position.

Motion: by Jack Wiseman to appoint Amy Tucker to a first year probationary contract as a 25% Technology Teacher and to renew her Technology Integrator contract to a 75% position.

Seconded: by Terri Arsenault

Vote: Unanimous

Discussion: Mike explained that Amy is teaching 25% of the time at the high school. The rest of her time is spent working as an integrator. He further explained that she is being placed on the teachers' contract for the 25% of her job spent teaching. Terri asked about the salary on the contract, is it the total or just one part? That is the 75% integrator part. The other 25% is just based on teacher contract.

9.3 To approve the librarian nomination - PRHS

Motion: by Terri Arsenault to approve Julie Purdy as librarian

Seconded: by Yvette Murray

Vote: Unanimous except Steve Holbrook who abstained

Discussion:

Scott Tiner asked if we could see resumes for people who are nominated for hire. Mike said they will put a complete profile together for each new hire and that Julie comes highly recommended and with years of experience as a librarian and a teacher.

9.4 To consider a request by Erica Swenson for an unpaid leave of absence for the first half of the 2012-2013 school year through Jan 2, 2013

Motion: by Terri Arsenault to grant the leave pending notification by the end of June, she will need to let the board know her final decision by 6/30/12 when she will return.

Seconded: by Yvette Murray

Vote: Unanimous

Discussion:

Mike explained that she is asking for a leave of absence to care for her infant. If her husband can't find work by the end of July, she would return. Mike suggested if they grant the leave, she should make her decision by the end of June. Tina expressed concern for the disruption for the kids. Melissa added the issue we are more worried about is getting the short notice if we wait until the end of July. We authorized another teacher last month to take family leave. Jack asked what is allowed under the current contract. Ayesha said she is due to have her baby at the end of this month. It has been common in the past for people to request and be granted leave. The issue is how much notice you will have on the position.

9.5 To consider a request from the Town of Poland Recreation Committee to place a scoreboard on the middle school football field.

Motion: by Scott Tiner to approve the request to place a scoreboard on the middle school football field with the recreation department paying for everything.

Seconded: by Carl Beckett

Vote: Eleven in favor with Ed Rabasco opposed

Motion: by Ed Rabasco to amend the motion to say that the RSU #16 activity account pays for the steel beam posts at the discretion of the Athletic Director.

Seconded: No second, motion failed

Discussion:

- Terri asked what the cost was. Don King explained that the recreation football 5-8 program plays on the lower field where middle school baseball and softball is played. Scott Segal has an electrician that will donate time and materials to run a scoreboard and they have donations to purchase a scoreboard. If the recreation football program ever moved, they would take the scoreboard with them. Don thought if it was a joint venture, the school department would put the support structure in which consists of two steel I-beams in the ground. It would not come out of budget money, it would likely come out of gate receipts. We also have field hockey down there.
- Terri - Will not support this if it will cost the school department any money. \$11,000 came out of our budget for the lights that we never knew about it.
- Don - Doesn't have the cost yet, he has a local business willing to help. It would be two steel support beams. The money would come from game gate receipts. He already has the money in the student activity account. It would be a scoreboard that has a clock on it and a place for the scores.
- Ed - We shouldn't make current decisions based on past practices. Don has the money; we should let him do it.
- Steve - Every cent that comes in through the gates should be the school's money. Mary Ella reminded us of what we said in the policy that we authorize the athletic department to expend those funds. Yvette asked who would be paying the electrical bill for the scoreboard.
- Scott Segal thanked the school department for the great relationship they have had between the recreation department and the school department. The money can come out of the recreation football program for the steel beams.

9.6 Sign the warrant for assessment of taxes for each town.

9.7 To appoint Board members to the study committees in the new teachers' contract.

9.8 To set a date for the orientation of new Board members – we are looking for school board volunteers.

New board members will be on board July 1st; we need volunteers to help us with orientation. Mike will send out two potential dates.

9.9 Approve elimination of the custodial position at PCS per the FY '12-FY'13 Budget – formal notification has been sent to the affected custodians.

Motion: by Steve Holbrook to approve the elimination of the custodial position at PCS per the FY12-FY13 Budget

Seconded: by Melissa Hodgkin

Vote: Unanimous

9.10 Approve PRHS Special Ed teacher, Jason Thornton

Motion: by Steve Holbrook to approve the nomination of Special Education teacher, Jason Thornton at PRHS

Seconded: by Yvette Murray

Vote: Unanimous

Terri talked about a husband and wife working here with a family policy and the percentage the school department pays.

Carl asked about the Curriculum Coordinator position. As far as Mike knows, she is returning to her teaching position at the high school.

10.0 POLICIES:

Policies - 2nd & Final Reading (pending any changes requested)

10.1JL – Student Wellness (final and draft showing the changes made)

10.2JJJ – Co-Curricular Eligibility (final and draft showing the changes made)

10.3IKA – PRHS Academic Index

Motion: by Steve Holbrook to accept the 2nd and final reading of policy JL

Seconded: by Jack Wiseman

Vote: Unanimous

Motion: by Steve Holbrook to accept the 2nd and final reading of policy JJJ

Seconded: by Jack Wiseman

Vote: Unanimous

Jen - PRHS committee needs to be changed to RSU16 board

Both policies need PRHS School Committee changed to RSU16 School Board throughout the policies.

Motion: by Melissa Hodgkin to accept the 2nd and final reading of policy IKA

Seconded: by Jack Wiseman

Vote: All in favor except Steve Holbrook who was opposed

IJNDB Student Computer & Internet User - First and final reading

Motion: by Steve Holbrook to accept the 1st and final reading of policy IJNDB

Seconded: by Terri Arsenault

Vote: Unanimous

Mike explained the changes to the policy due to federal E-rate requirements.

Policies – 1st Reading

10.4 IKG – Valedictorian/Salutatorian Eligibility Requirements

Motion: by Ed Rabasco to accept the 1st reading of policy IKG

Seconded: by Yvette Murray

Vote: Unanimous

Discussion:

Cari Medd explained that the policy was brought about by student proposal. She reviewed the policy. It has gone through the Vision Keepers leadership team, the SRB, and the faculty and all approved it. Jack asked about the implementation date. It will start with incoming 9th graders.

Tina commended people who worked on this policy, especially the students, notably Elijah Breton and

Ryan Zantier. Scott Tiner asked about the information in parenthesis. The policy committee will work on some minor language changes for the 2nd reading and bring it back.

11.0 ADMINISTRATIVE INFORMATION – REPORTS TO THE SUPERINTENDENT:

11.1 A-team Reports

Margaret sent a request to the Town of Poland asking for support from the fund balance for a portion of repairs and upgrades to the gym and playground. The recreation department and the community use both of these facilities regularly. The total amount needed is \$33,320.20.

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 - Capital Improvement needs were reviewed by Gary Purington and Tony Bennett and a handout was provided. Bids were opened today.

Roof at MCS, three sections - \$55,640.

Phone System at ESS - \$21,218.

Fire alarm panel at ESS - \$4,334 Great Falls Security.

Yvette asked if we have a cap on any of these bids. Mike explained how much money is in the CIP account.

Motion: by Steve Holbrook to approve the three bids

Seconded: by Carl Beckett

Vote: Unanimous

Tony Bennett talked about the oil-fired boiler at the high school. He explained the process they have been through in getting the boiler evaluated. The estimate for these repairs will be around \$28,000.

Tina asked about the wood chip boiler vs. this one. Tony explained that the wood chip boiler is our main heat source. This boiler is for the colder season and hot water. It is also the backup boiler.

Motion: by Carl Beckett to move ahead with the boiler repairs

Seconded: by Steve Holbrook

Vote: Unanimous

Digital Video Surveillance at high school

Bid estimate is \$28,247 for parking lot cameras. Cari explained the problems we have with the current system and the estimate includes upgrading the current equipment and adding the parking lots. She also provided some statistics about events in the parking lot.

Motion: by Tina Love to approve the bid for upgrading the security cameras and include the parking lot.

Seconded: by Jack Wiseman

Vote: All in favor except for Steve Holbrook who was opposed.

Ayesha wanted to remind the board one more time about the space needs in the middle school. As the work of the facilities committee continues and the visioning process goes forward, she hopes the middle school space needs are considered in the very near future.

12.4 Negotiations Committee - Support staff and custodial in process

12.5 Policy Committee - Ed will schedule a meeting soon

12.6 Public Relations Committee - Tina will schedule a meeting. Mary Ella asked if the PR committee could guide the process for selecting the strategic planner.

Report of the Superintendent

12.7 Budget Update

12.8 General:

12.8a Letter of request from PCS to the Town of Poland for capital improvements.

12.8b NWEA test results were provided in packets. Fall and spring assessment in grades 3 through 9.

Guides teachers in thinking about student progress through the year. Elm Street School made AYP.

12.8c District Audit, Mike - We are changing auditors from Ouellette Associates of Lewiston to MacDonald Page of Portland. Last year's auditor was \$38,000 vs. \$18,000 for this auditor and we felt we could get a more comprehensive audit from MacDonald Page.

12.8d The Principal Search Committee met on June 6th to determine candidates. Meeting tomorrow to interview five candidates.

12.8e Assistant Superintendent Search will be re-opened, due to lack of applicants. We are just beginning to get a few applications in.

12.8f Strategic Planning – Mike is still researching options for this.

The Oxford Casino has asked RSU #16 if they could park their tour buses at the district office for the summer. There is no room at the district office, but we probably have room at the high school/middle school to park them if the board is interested. Mike will set up a fee schedule and look into liability insurance. If they are marked casino or have any advertising we may have a PR issue. They are most likely custom coach buses without markings. Mike will look into it further.

13.0 **COMMUNICATIONS:** Communications to the School Board

Jen Boenig wanted to let everyone know about the Destination Imagination she attended and provided some stats on the event. They appreciated all the support and she would love to see the program expand to the high school level.

Motion: by Steve Holbrook to go into Executive Session at 9:05 PM.

Seconded: by Terri Arsenault

Vote: Unanimous

Motion: by Steve Holbrook to come out of Executive Session at 9:35 PM.

Seconded: by Terri Arsenault

Vote: Unanimous

14.0 **EXECUTIVE SESSION:**

15.0 **REMINDER:** Sign Policies

16.0 **ADJOURNMENT:**

Motion: by Steve Holbrook to adjourn at 9:35 PM

Respectfully submitted,

Michael Wilhelm