

REGIONAL SCHOOL UNIT #16 SCHOOL BOARD

Mechanic Falls – Minot - Poland

**The 2nd Special Meeting of the RSU #16 School Board
for 2012–2013 was held**

Monday, August 27, 2012 at 6:30 P.M.

Poland Regional High School in the Library

MINUTES

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

1.0 CALL TO ORDER: Mary Ella Jones, Chair

Mary Ella Jones called the meeting to order at 6:30 PM with the Pledge of Allegiance.

ACTION ITEMS:

2.0 NEW BUSINESS:

2.1 Approve Elementary Music Teacher Nomination – Jillian Martins

Motion: by Jack Wiseman to approve Jillian Martins as the Elementary Music Teacher

Seconded: by Steve Holbrook

Vote: Unanimous

2.2 Approve Policy IKG (2nd & final reading) PRHS Valedictorian/Salutatorian Eligibility Requirements

Motion: by Melissa Hodgkin to approve the 2nd and final reading of IKG

Seconded: by Sue Callahan

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

Ed Rabasco reported out on the policy. This policy changes the academic requirements for valedictorian and salutatorian. The students worked hard on this policy and the faculty supports it. A student must be enrolled in three AP classes and be a member of the National Honor Society.

Unweighted GPA - what does it mean? Cari Medd explained the difference between weighted or unweighted courses. We do not weigh courses when it comes to GPA at PRHS.

2.3 Board Committee Membership

Budget - Jack Wiseman, Tina Love, Scott Tiner, Joe Parent, Jessica Smith, Scott Sawyer

Negotiations - Jen Boenig, Mary Ella Jones, Jack Wiseman, Ed Rabasco

Curriculum - Sue Callahan, Melissa Hodgkin, Jen Boenig, Tina Love

Facilities - Steve Holbrook, Jessica Smith, Scott Tiner

Public Relations - Tina Love, Joe Parent, Melissa Hodgkin, Jen Boenig, Jessica Smith, Mary Ella Jones

Policy - Ed Rabasco, Sue Callahan, Mary Ella Jones

Stipend - Jen Boenig

Transportation: Scott Tiner, Scott Sawyer, Sue Callahan

Health Insurance - N.A.

Teacher Evaluations -Teacher Pay Systems - N.A.

Process for Superintendent search needs to begin at next meeting.

2.4 To hear proposals for the facilitation of a strategic plan and to choose a vendor.

Mike Wilhelm introduced two vendors to present on development of our strategic plan.

Good Group Decisions, Brunswick, ME

Craig Freshley talked about his company and about some of the projects they have worked on.

He talked about Passion; How Groups Make Decisions. He has worked with all kinds of groups and organizations.

His company is about managing the process of the strategic planning process.

Process: Initial planning meeting, talk about process, identify questions the board wants to ask community,

determine (6) community meetings, they would consolidate results and report back the community feedback. Then

they would start making some strategic decisions. They would then develop the plan and bring it back to the board.

Questions:

Joe Parent - What would a six-hour meeting look like? Situation analysis using SWOT model. Discussion about vision of the district for the community. How will we achieve that vision? Goal statements and objectives.

Jack Wiseman - How will we track how we are doing and making progress on reaching those goals? Craig explained the process for developing ways to measure the progress and who to involve.

Steve Holbrook- Steve talked about past experiences with this process. We are paying to have our ideas collected, collated and given back to us.

Mary Ella - What about the focus groups and community organizations, how do we bring them in and how will that work? Craig explained a variety of approaches that can be used to collect community input. Community stakeholder meetings, focus groups, hand selected people from the community that represent all stakeholders, tack on to existing community organizations meetings, etc.

Joe asked about how we might gather statistically valid data? Craig said this data is not statistically valid. He explained how that data may be gathered and it would increase the expense of the process.

Steve - What kind of question would you ask the community for input?

Craig: In what ways is the school district serving your community? Ask positive first, then ask in what ways the school district could serve the community better.

Jessica Smith - Asked about the six community meetings, does that include online or phone surveys? Craig said that would be a separate proposal, it is not included.

Scott Tiner - What have other clients come to you with? Specific problems? Do you have experiences in communication and PR with the communities?

Craig said yes and he suggests more than public meetings, develop an email list, Facebook page, Twitter account. You need more than public meetings if you want true community involvement.

Tina Love - Asked about prior clients.

Craig - 60 to 70% are non-profit organizations, then government, state agencies and municipalities.

Great Schools Partnership, Duke Albanese

Duke Albanese provided a handout called Strategic Planning for Districts explaining the process for developing the plan. First form a strategic planning team, which would include some board members and representatives from all stakeholders in the community. That would be the group doing the heavy lifting and he would meet with regularly. Develop the leading questions to ask everybody. His team would examine and analyze the feedback from the questions.

Joe Parent asked how you define a theme. Duke explained how he identifies themes that run through the community feedback. He provided samples of other strategic plans to show samples of identified areas to target.

Scott Tiner - How does the board follow up to make sure the strategic plan is being followed? Will the board have a checklist of things we need to do? Duke explained how the board subcommittees will make sure the plan is being followed or monitoring how they are doing.

Steve Holbrook - We cannot legislate what our future board will do. Board members have turnover. If your plan is sturdy enough, most of it will stay; but it can also be revisited annually and be modified.

Jack Wiseman - We have to make ourselves accountable and make sure we take our responsibility to follow it.

Mike suggested that the team evaluate the plan every year and check the progress.

A Mechanic Falls Town Council member asked how you work through conflicting priorities. Duke said after collecting all the community input, it ultimately rests with the board.

The board and community members had discussion about the two presentations and how each vendor could help us through the strategic planning process. Mike added that you really need to develop this plan and be guided through the process for your new Superintendent next June. That person will need to know your goals and what direction you want your school district to head in. The board has to figure out what the priorities are so they can provide direction to the vendor in a united manner.

Mike will get more specific details on the involvement in the process.

3.0 AGENDA ADJUSTMENT:

4.0 ADJOURNMENT:

Motion: by Steve Holbrook to adjourn at 8:45 P.M.

Respectfully submitted,

Mike Wilhelm