

Our Mission is to prepare and support all students within a culture of excellence to do their best and to be their best, so that each can be a successful contributing citizen, able to adapt to change and to successfully respond to the future.

RSU #16
Mechanic Falls * Minot * Poland
The 4th Regular School Board Meeting
for 2013–2014 was held
Monday, October 7, 2013
6:30 P.M.
Poland Regional High School, Library

MINUTES

Present: Jennifer Boenig, Melissa Hodgkin, Steve Holbrook, Mary Ella Jones, Mary Martin, Joe Parent, Aaron Ouellette, Ed Rabasco, Julie Rioux, Scott Tiner, Delaney Woodford, Annette Hemond, Scott Sawyer
Absent: Jack Wiseman, Tina Love, Grace Gendron

1.0 CALL TO ORDER: Mary Martin, Chair

Mary called the meeting to order at 6:31 PM with the Pledge of Allegiance and began the meeting with a reading of the district mission statement.

2.0 PUBLIC PARTICIPATION:

3.0 RECOGNITIONS/ACKNOWLEDGEMENTS: Articles published in the Journal of Maine Education (MEASCD). Of ten articles published in the Journal from teachers throughout the state, two of the articles were written by our own RSU 16 staff.

- Ell Fanus (with Anita Childs from Bates) – *Mentors and Digital Media: A Middle School and College Partnership*.
- Caroline Peinado – *Inch-by-Inch, Row-by-Row: Achieving an Education through Nontraditional Means*.

ACTION ITEMS:

4.0 AGENDA ADJUSTMENT:

5.0 PRESENTATION: Summer School – Linda Bernier, Coordinator

Linda shared a PowerPoint presentation/summary of the summer school program which served grades K-5 from July 8 – Aug 1 on Tuesday, Wednesday and Thursday, from 8am – noon. Breakfast and lunch were served daily through Healthy Androscoggin. The program was well attended and those who went responded favorably.

6.0 ACT ON MINUTES:

Motion: by Steve Holbrook to approve Regular Meeting Minutes of September 2013
Seconded: by Melissa Hodgkin
Vote: All in favor except Scott Sawyer who abstained due to absence from the meeting.

7.0 ACCEPTANCE OF THE FINANCIAL STATEMENT:

Motion: by Mary Ella Jones to Approve Financial Statement of September 2013
Seconded: by Steve Holbrook
Vote: Unanimous

Discussion: Tina Meserve provided an overview of the September Statement. Being 25 percent of the way through the year, most areas are appropriately at or greater than 75 percent, ahead of projections. Overall, Liability Insurance costs are up, which will always cause us to be in the negative in that area. All schools are doing well in regular Substitute lines; Custodial Substitute lines are down due to vacancies. Property, Casualty and Liability insurance – Scott Sawyer questioned why we did not budget enough to cover that expense. Tina will check into this item with Wendy Ritchie.

8.0 OLD BUSINESS:

School Board Updates

MSMA

October 24 & 25. Please let Lauren Hendry know if you will be attending as soon as possible in order to avoid late charges. Joe Parent will represent the Board at this conference as part of it is intended for School Board members.

Member Attendance – School Board Meetings & Subcommittee Meetings

- Those absent this evening all let Mary Martin know that they were unable to make it, which was appreciated. Steve Holbrook asked about the policy for missing three consecutive meetings. According to the policy, after two consecutive unexcused absences, members will be notified in writing that after one more absence, their seat on the board will become available to someone else.
- There is currently no policy for this with regard to subcommittees. Some Board members felt that this policy should carry over to such committees, as well. It was suggested that the Policy Committee review Policy BBBDA and add something about attendance for subcommittees.

School Board Survey

The survey revealed the following topics to be of interest:

- School Finance,
- Collective Bargaining,
- Role of the School Board, to include policy,
- Building and Maintaining Community Relations

Mary Martin polled the group to see which and how many of the topics should be addressed. Mary Ella Jones suggested choosing two, namely Negotiations and Finance. No one disagreed. Joe Parent suggested trying to find someone other than MSMA to provide this professional development. Tina Meserve will look into the cost of a webinar through Drummond and Woodsum. Jennifer Boenig suggested trying to do a joint training with (an) other district(s). Scott Tiner emphasized the importance of being clear to the presenter about our needs and expectations.

9.0 NEW BUSINESS:

To approve the following teacher nomination:

- Lexie Triggiani, Guidance Counselor – PCS, information presented by Rick Benoit

Motion: by Steve Holbrook

Seconded: by Joe Parent

Vote: Unanimous

To Approve Superintendent Goals

Discussion: Tina discussed her goals surrounding Communication and how they align to the Strategic Plan as well as Board goals. She also talked about shared leadership, including establishing hierarchies, chain of command and Leadership Academies. Her third goal involved unifying the district through achievement, budgeting, schools, technology... Joe Parent asked Tina for specifics with regard to methods of measurement. Much will come through surveys and feedback. It was decided that this process should look similar to the board goals process with first reading; then activities and assessment piece added next time.

To approve School Board Goals

Motion: by Joe Parent to approve goals as read.

Seconded: by Mary Ella Jones

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

Discussion: Mary Martin discussed the revisions made to Board goals. Steve Holbrook wanted to clarify attendance at Council/Selectman Meetings and wanted the goal to reflect that attendance/representation is not required at *every* meeting. Discussion continued below.

School Board Meeting Schedule

Motion: by Mary Ella Jones

Seconded: by Steve Holbrook

Vote: Unanimous

Further discussion was held regarding the best evening to hold Board and Subcommittee meetings in order to attend Town meetings. Options: Change Board meetings, allow a Board Member to miss a Board meeting, assign members to meetings that do not occur on Board meeting Mondays. A Board representative (Annette for Minot, Joe for Poland, Aaron for Mechanic Falls) will evaluate the calendar for non-conflicting Town Council/Selectman meetings and solicit a commitment from another member to attend.

10.0 POLICIES:

1st Reading:

- BBBAB – Student Representative to the School Board

Motion: by Mary Ella Jones to approve 1st and final reading.

Seconded: by Melissa Hodgkin

Vote: Unanimous

Discussion: Delaney Woodford explained the process - The policy was developed by the Policy Committee; She wrote it and got approval from the Committee as well as Vision Keepers. Delaney explained why adding another student representative to the Board is conducive. With the overlap, she will be able to train the new rep before she leaves. This second member would begin participating at the November meeting.

Final Reading: **The only changes made were in terminology – “computer” to “technology devices” and “laptop” to “iPad”.**

- IJNDB – Student Technology Devices & Internet Use
- IJNDB-C – Guidelines for Care & Use of School Issued Technology Devices
- IJNDB-C1 – Student/Parent/Guardian Agreement for School Issued Technology Devices
- IJNDB-R – Student Technology Devices & Internet Use Rules

Motion: by Steve Holbrook to approve ALL Technology policies

Seconded: by Joe Parent

Vote: Unanimous

Discussion: Scott Tiner asked for clarification on what happens to student use fees. Aaron Ouellette relayed some of the confusion he has experienced from community members around the topic. Cari Medd explained the \$30 fee; that it is used to offset costs for repairs, allowing us to cap repair costs to families at \$100; and that there has never been a surplus at the end of the year.

11.0 ADMINISTRATIVE INFORMATION – REPORTS TO THE SUPERINTENDENT:

Administrative Team Reports

Discussion: Mary Martin solicited information from administrators about Testing, Saturday Intervention, RTI, and qualified Ed. Techs. She commented on the article in the newspaper about BMWMS Cultural Exchange Day, and she responded favorably to Adult Ed’s collaboration with other Adult Ed programs. Cari Medd explained that the chart at the bottom of her Board report was inserted in error. Rick Benoit further explained the changes to the dismissal process at PCS at Scott Sawyer’s request.

12.0 REPORTS TO THE SCHOOL BOARD:

School Board Representative, Delaney Woodford

Delaney shared information about the Homecoming Dance and football game; a record 261 students attended the Homecoming Bonfire. State of the School Day was Friday; Students used iPads to conduct an exercise on interpreting Core Values.

Sub-Committees:

Facilities & Transportation - Kim Brandt

- Kim reported on Safety Works status.
- Bids for wood chips went out last week.
- Heating oil update – We have purchased 6000 gallons of heating oil from Bryant Energy: Jay Bryant was able to give us a rate of \$3.18 per gallon and will continue to work with us in the future to purchase when rates are low.
- Don King, Gary Purington, and Tony Bennett have been gathering data about facility use for determinations on costs and scheduling, such as what and who is involved.
- An update will be given about the work on an MOU with Poland for use of one bay at the town garage when a new Town Manager is in place. Rosemary Roy is no longer acting in that capacity.
- Aaron Ouellette will report for this subcommittee in the future, as newly elected Chair.

Discussion: Scott Tiner asked why we are expending our efforts on facility use, based on past discussion not to charge groups for this. Tina Meserve explained that some for-profit groups are generating revenues for themselves without paying for the use of our facilities, which costs us in custodial and maintenance. Kim Brandt referred to the Strategic Plan (D.4.f).

Personnel & Finance - Mary Ella Jones

Auditors have been working on the annual audit. Report expected soon.
Negotiations on future contracts and health insurance have also begun.

Educational Policy - Joe Parent

The committee is working on the first reading of a policy to address a method for informing parents when lunch balances are exhausted.

Report of the Superintendent

The insurance committee met on 9/30/13, with full representation of ed techs, association, board members, Tina. The goal is to find a cost-effective option for insurance, but we are drastically limited on choices. Recommendations on dental insurance will also be made after reviewing three choices at the next meeting on Oct 28, 3:45pm at Central Office.

Charter Schools

We have paid our first quarterly bill of \$91,735 to Fiddlehead Charter School in Gray. All 12 students enrolled are in PreK – 2nd grade. Four students are PreK students for which we do not get subsidy until next year. The charter school is receiving PreK costs up front. The charter school receives the district's per pupil subsidy as well as subsidy for transportation, assessments and technology.

NEASC – Cari Medd

Cari shared that the NEASC Visiting Committee will be here on **Sunday, November 3rd with the following schedule:**

- 1 - 2pm – presentation in the auditorium.
- 2:15 – 3pm - Formal meeting with the Board.
- 3 - 4pm – thirty teachers will be interviewed.
- 4:15 – 5:15pm – Reception.

Cari asked that as many of the Board be present as possible to convey support and commitment. Mary asked that members let Cari know if they are **unable** to attend. The Board meeting and the reception would be the most important to be present for.

Support Staff New Hires:

- Nancy Pitcher, LPN – ESS
- Wayne Miller, Custodian – MCS

Coaches:

- Toby McAllister, 7th Grade Boys Soccer
- Lesley Tyler, 8th Grade Soccer

Resignation:

- Nadean Record, Ed Tech – ESS

13.0 COMMUNICATIONS:

14.0 EXECUTIVE SESSION:

15.0 ADJOURNMENT

Motion to adjourn: by Steve Holbrook at 8:54pm.

Respectfully submitted,

Tina Meserve