

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 2014–2015 was held on
Monday, November 10, 2014
6:30 P.M.
Poland Regional High School, Library

MINUTES

PRESENT: Jennifer Boenig, Melissa Hodgkin, Steve Holbrook, Mary Ella Jones, Mary Martin, Ed Rabasco, Scott Tiner, Julie Rioux, Scott Sawyer, Jack Wiseman, Tina Love, Melanie Harvey; and student representatives Ainsley Parent and Libby Bertrand

ABSENT: Annette Hemond, Grace Gendron, Aaron Ouellette

1.0 CALL TO ORDER: Mary Martin, Chair. Mary called the meeting to order at 6:31 P.M. with the Pledge of Allegiance and a reading of the mission statement. She opened with a welcome to new board member, Melanie Harvey (Poland), and to our student representatives, Senior, Ainsley Parent and Junior, Libby Bertrand.

2.0 PUBLIC PARTICIPATION:

3.0 RECOGNITIONS/ACKNOWLEDGEMENTS:

Congratulations to PCS 6th grader, Sophie Patenaude, Optimist Club Student of the Month.

ACTION ITEMS:

4.0 AGENDA ADJUSTMENT:

5.0 PRESENTATIONS: State of the School Reports – ESS & BWMS

Elm Street School – Ryan Patrie shared information on unique features at ESS including: Monthly Wildcat Assemblies; the 5-2-1-0 program which educates and promotes healthy food and lifestyle choices; the universal food service program; anticipation of building an outdoor classroom after having met fundraising goals; an active PTO; having ELL, Adult Ed, and Mannafed programs in-house; 7 Habits Student Recognition program. Ryan reviewed NECAP scores (grades 3 through 6) for the past 5 years and Adequate Yearly Progress, comparing subgroups to state achievement targets and pointing out the apparent gender gap whereby boys are not achieving at the same level as girls. He also shared data on incidents that have been referred to the office since the beginning of the school year and strategies that are being used to address them. Again, there are higher incidents of behaviors in boys, and there was some discussion on male versus female learners and differences. Tina Love asked if there was any comparison data available on incidents from last year. Ryan does not have a good sense of that, but plans to continue with data collection going forward. In closing, he reviewed next steps and commendations.

Bruce Whittier Middle School – Shawn Vincent opened with demographics: 249 students, 19.6 average class size, 36 on caseload, 5 on outplacement, 39% Free/Reduced lunch. Whittier is also served by the universal breakfast and lunch program. Shawn shared NECAP results since 2010-11. Because this assessment compares different groups of kids from year to year, he prefers to focus on comparison to the state. Summaries on reading shows us very close to state numbers. Similar to ESS, Whittier sees lower writing scores for males in writing. Jess Madsen is the new Middle School Dean and RTI Coordinator, a positive addition which allows them to better follow up on behaviors with students and parents. He shared the Behavior Ladder (scale 1-4) used at BWMS and finds that there are not a lot of incidents of repeated behaviors in the same individuals. Again, most (88%) of office referrals are males. Strategies being used to address this are: engagement with mentoring, transition groups and content-specific groups, all happening at various times throughout the day. Shawn shared a document, *Ten Essential Strategies for Teaching Boys Effectively*.

6.0 ACT ON MINUTES:

Approve Regular Meeting Minutes of 10/6/14

Motion: by Steve Holbrook to accept the minutes from 10/6/14

Seconded: by Mary Ella Jones

Vote: 10-2. Melissa Hodgkin and Tina Love abstained as they were not present at the meeting.

Discussion: Jack asked that the minutes be changed to reflect his presence at the meeting.

7.0 ACCEPTANCE OF THE FINANCIAL STATEMENT:

Approve Financial Statement of October 2014

Motion: by Steve Holbrook to accept the Financial Statement of October 2014

Seconded: by Jack Wiseman

Vote: Unanimous

Discussion: Tina Meserve shared financials. At this point, we should have 67% percent remaining, and we are at 73% overall. She made note of several items: Insurance (p.3) is all paid out and came in lower than expected. Fuel costs are encumbered. On this point, Steve asked why we encumber so early. Tina reports that Gary projected what would be needed for each school. While the MCS substitute line is in good shape at .91, not all schools are in that position. BWMS is down, due to long-term subs for staff who are on maternity and medical leave. Tina will look into the ESS Teacher Salary line which reflects “.9” as she thinks someone may be coded incorrectly. Tina Love asked to clarify MSR – Maine State Retirement. She also asked about Charter Schools. Tina M. says they bill quarterly. Minot didn't have anyone in Charter Schools last year but they do this year, and they did not budget for it. PCS reflects just the opposite, so this will balance. PCS bond for building is paid out. The money billed to PRHS in error for Virtual School, which was referenced at the last meeting, has been returned. Board stipends will come out in December. Special Ed. is an area of concern with 6 incoming students as out-of-district placements. Holly Day says these students are placed at a variety of schools, all at different costs.

8.0 OLD BUSINESS:

9.0 NEW BUSINESS:

To approve 2016 Safe Passage trip request – Skip Crosby, Co-Curricular Advisor.

Motion: by Steve Holbrook to approve the 2016 Safe Passage trip request

Seconded: by Jack Wiseman

Vote: Unanimous

Discussion: Skip is asking for permission to take 10 students to Guatemala in April of 2016, through the Safe Passage program which is headquartered in Yarmouth, Maine. Itinerary attached. There are 10 students already well into fundraising. The first parent meeting was held and a variety show has been scheduled. The trip will take place during the week before April vacation, 2016, in order to take advantage of significant airfare cost savings that would not be possible during vacation week. Julie Rioux asked about student demographics in this group. Skip currently has 10 students, including Freshmen, Sophomores, and Juniors, with 2 chaperones. Trips happen every two years so every student has a chance to attend. Two of the students will be 18 and are not

required to have chaperones. Chaperones are otherwise required at a 1:3 ratio. There was some question as to whether or not it was too early to approve this trip. As an aside, Tina Meserve congratulated Skip for being named Androscoggin County Teacher of the Year and also one of four finalists in the Maine Teacher of the Year award. She plans to attend the November 15th event in Bangor, where the 16 County Teachers of the Year and the Maine Teacher of the Year will be honored.

To approve the 2014-2017 Support Staff Contract

Motion: by Mary Ella Jones to approve the 2014-2017 Support Staff

Seconded: by Julie Rioux

Vote: 10-2. Steve Holbrook and Julie Rioux opposed.

1. Discussion: Mary Martin thanked Mary Ella, Jack and Jen for their work on this contract. Tina Meserve made note of particular areas: In Article 10, the contract gives 2 extra days to the PCS nurse for extra paperwork/caseload because the student ratio exceeds 1:425. In Article 11, Wages, employees will be given extra compensation when substituting under certain conditions. In Article 13, \$500 was added to conference or workshop course support for Ed Tech 1's, allowing them to take an additional class, if necessary, to complete certification requirements. Article 16 clarifies holiday pay for part-time staff. Article 17 changes vacation to 3 weeks after 10 years for full-time employees. With regard to Salaries: Ed techs received a .70 raise; secretaries .50; all others 2% for this year. That is a 4.7% this year. Next year is 3% and 3rd year is 2.7%. Scott Sawyer asked for a dollar amount increase. Mary Ella said it is an increase of 9% overall and believes it amounts to \$30K. Steve asked if we are within budget this year, but Tina M. says we are not. Tina Love questions when we will reach a point of being in the competitive range. There was some discussion about area schools and which ones are reasonable to consider when trying to be competitive. Tina Meserve said our focus right now is on Ed Techs because this is where the greatest impact could be made. Steve wanted to know who made the decision to eliminate Ed Tech 1's. Tina explained the State's involvement and how limitations on what Ed Tech 1's are able to do impacts our schools. Four Ed Tech 1's were granted a one year extension after the last contract, in which they were all required to work toward Ed Tech 2 certification.

10.0 POLICIES:

1st & 2nd Reading:

- JICH – Substance Abuse & Possession
- JICH-R – Substance Abuse & Possession Procedure

Motion: by Steve Holbrook to approve JICH and JICH-R

Seconded: by Julie Rioux

Vote: Unanimous

Discussion: Kim Brandt explained that the changes made to this policy were on guidance and advice from Drummond Woodsum, providing further definition and separating policy from procedures. Offenses are laid out very clearly. Mary Ella asked for further clearance on formatting, as there is some confusion about the way the policy is laid out. This was acknowledged and will be corrected. Tina Love wanted to know if the policies included Administrator review and input. Tina M. confirmed this and Kim clarified procedures. Julie asked for clarification on JICH-R C.4., transporting students home from school functions if a parent/guardian is not able to pick them up. Cari Medd explained that this option is needed to avoid having students under the influence remaining at events when they should not be around other students. Julie asked for clarification on Second offenses where it says "The administrator *may* recommend" referrals to parents/guardians. Cari suggested that *consuming* and *possessing*, for instance, are very different and may require different follow-up actions. Tina Meserve thanked Board members for their questions and for taking this work seriously and reading policies ahead of time to become familiar with them. Mary Ella suggested that the Board needs to look at creating a policy to address the needs of transgender students.

11.0 ADMINISTRATIVE INFORMATION – REPORTS TO THE SUPERINTENDENT:

A Team Reports:

Mary noted the addition of the Transportation Director's report and offered congratulations on having 100% of our fleet pass state inspection. She also noted the widespread opportunities we are providing for staff with regard to leadership and collaborative opportunities. She was impressed with Adult Education's recent Vision work and its alignment to the District. Tina Love noted the increased amount of students identified on the Homeless Liaison's report and emphasized the need to be thinking about supports for these students. Tina M. and Jenny Rose elaborated on current supports such as transportation arrangements and Mannafed backpack connections. Cari commented that high school students are connected with case management supports when appropriate. Jenny said one of the biggest challenges is with regard to lack of shelters for referral. Mary Ella reminded the group about the work of Visionkeepers. She reminded Board members about the opportunity to participate on the Leadership Team, and that meetings usually happen on Thursdays from 2:30 to 4:00 p.m.

12.0 REPORTS TO THE SCHOOL BOARD:

Report of the Student Representatives: In addition to the fundraising that is happening, the entire school is working on a "Lip Dub." Students throughout the school (including Whittier) will be lip syncing to different parts of Taylor Swift's song, "Shake it Off". A video will be created as a camera moves through the school filming these different groups lip syncing. This was supposed to happen in October but was postponed out of respect for the Harvest Hill tragedy. After the video is done, it will be posted on YouTube.

Sub-Committees:

- Educational Policy – minutes attached.
- Facilities & Transportation – minutes attached. Kim commented on efforts made toward increased communication with the Town Garage. She also mentioned Item 2 specifically, which addresses the topic of employees who provide for-profit services in our buildings.
- Personnel & Finance – minutes attached. The committee is now moving from the Support contract to working on the Teachers' contract. Julie Rioux asked for the minutes to reflect that she was present at the meeting.

Report of the School Board Chair:

- October MSMA Workshop
- RSU 16 School Board Goals (2014–2015). A three-page packet, dated November 10, 2014, was provided at the meeting. Includes goals and activities to address A. Communication and Engagement, B. Effective Board Structure and Function, and C. Strategic Plan.
- Board Survey – attached.

Motion: by Tina Love to approve the Board Goals.

Seconded: by Ed Rabasco

Vote: Unanimous

Discussion: The survey was reviewed briefly. Tina Love noted that only 8 out of 14 participated in the survey and suggests the board seek feedback as to why others did not participate, in order to improve the process.

Report of the Superintendent:

Support Staff New Hires:

- Jennifer McNally, Ed Tech III – PCS
- Nicole Pomerleau, Ed Tech III Interventionist – MCS
- Dan Roy, Head Indoor Track Coach
- Jordan Walker, MS Girls' Basketball Coach
- Laurie Sevigny, Assist. Indoor Track Coach
- Kristin Ross, Assist. Indoor Track Coach
- Farausi Cherry, MS Basketball Boys Coach

Resignations:

- Heidi Nilsen, Ed Tech – MCS
- Michelle Bureau, Ed Tech - PCS

Handout: October 2014 Newsletter. Feedback is welcome. A joint mailing (Adult Education/RSU 16 district information) will also be going out on January 2nd. We expect this to include an update on our Strategic Plan.

13.0 COMMUNICATIONS:

Communications to the School Board

14.0 EXECUTIVE SESSION:

To enter into Executive Session with the following agenda:

- a. Negotiation updates pursuant under 1 M.R.S.A. §405(6)D
- b. Discussion of personnel issues pursuant under 1 M.R.S.A. §405 (6) (A)

Motion: by Steve Holbrook to enter into executive session at 8:05 p.m.
Seconded: by Tina Love
Vote: Unanimous
Discussion:

15.0 REMINDER:

16.0 ADJOURNMENT:

Motion: by Steve Holbrook to adjourn at 8:34 P.M.

Respectfully submitted,

Tina Meserve