

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 1st Regular School Board Meeting
for 2019-2020 was held
Monday, August 12, 2019
6:30 p.m.
Poland Regional High School Library

**** REVISED ****

6.0 Teacher/Ed Tech III in **Bold**
New Support Staff in **Bold**
Resignation in **Bold**
9.0 Bids in **Bold**

5:00 p.m. – 6:30 p.m.
School Board Member Orientation
School Board Workshop

MINUTES

Present: Mary Martin, Steve Holbrook, Norm Davis, Travis Ritchie, Scott Lessard, Norm Beuparlant, Ed Rabasco, Lou Goulet, Julie Rioux, Mike Downing, Mike Lacasse, Chelsea Clavet, Laura Hemond, Melanie Harvey, Joe Parent

Absent: None

Present Student Rep: Lily Cote-Powell

1.0 CALL TO ORDER: Ken Healey, Superintendent

Pledge of Allegiance & Mission Statement

1. Elect a Chair

Motion: by Ed Rabasco to elect Mary Martin as Chair

Seconded: by: Lou Goulet

Vote: Unanimous

2. Elect a Vice Chair

Motion: by Norm Beuparlant to elect Joe Parent as Vice Chair

Seconded: by Melanie Harvey

Vote: Unanimous

2.0 PUBLIC PARTICIPATION: (10 minutes)

** see New Business**

3.0 RECOGNITIONS/ACKNOWLEDGEMENTS: (5 minutes)

Welcome new school board members:

- Mike Lacasse – Minot
- Chelsea Clavet – Mechanic Falls

Welcome Dominic Antonelli, PRHS Sophomore, who will be videoing our School Board meetings

Congratulations, Ken Chutchian, author of the book “**John Reed**”, which will be published this year.

4.0 AGENDA ADJUSTMENT:

5.0 PRESENTATION:

6.0 CONSENT AGENDA INTRODUCTION: (5 minutes)

Approve 11th Regular Meeting Minutes 6-10-19

Approve new teacher hires:

- Kelly Labonte, Literacy Coach – Elementary
- Julie Martin, School Counselor – MCS
- Michael Lane, Special Ed Teacher – PRHS
- Kylie Martin, English Teacher – PRHS
- Jacqueline Harmon, Grade 6 Teacher – MCS

- Gabrielle Smith, Grade 5 Teacher – PCS
- Drew Robbins, Grade 6 – PCS
- Lisa Storer, School Nurse – PRHS/WMS
- **Darci Goslin, PreK Teacher/Ed Tech III Interventionist - PCS**

Approve teacher resignations:

- Jill Ballou – PCS
- Sue Littlefield - ESS
- Ian Truman – PRHS
- Mike Giampetruzzi – MCS
- Melanie Judd, Nurse – District

Notification of Support Staff New Hires:

- Rebecca Adamson - Admin Assistant, ESS
- Thomas Mikkonen – Custodian, District
- Laurie Camire – Secretary, PCS
- Amanda Haselden – Ed Tech - PCS
- Larry Brackley – Van Driver
- **Angela True, Coach – MS Field Hockey**
- **Ashley Armstrong, Coach – JV/Assistant Field Hockey**

Notification of Resignations:

- Bill Foss – Ed Tech, PRHS
- Dawn Miller – Custodian, MCS
- Diana Sullivan, Ed Tech – MCS
- Justin Meader, Ed Tech – ESS
- **Carol Pollard, Ed Tech - ESS**

Sub Committees July 26th minutes

- Operations (attached)
- Personnel & Finance (attached)
- Educational Policy Committee: (attached)

Motion: by Steve Holbrook to approve consent agenda

Seconded: by Julie Rioux

Vote: Unanimous

7.0 ACCEPTANCE OF THE FINANCIAL SUMMARIES: (10 minutes)

Approve the Year-End Financial Report

Stacie Field presented the budget to actual report that ended on June 30, 2019. There was a positive variance on the revenue side. Expenditure side indicated that special education was in the red, as well as transportation. Stacie highlighted that we are allowed to carry a 3% fund balance. In regards to the previous fund balance, \$888,630 is allocated for FY 20 use. There was additional conversation in regards to food services and the need to transfer funds from the fund balance to cover the cost of unpaid meals.

Motion: by Norm Davis to accept the year-end financial report

Seconded: by Steve Holbrook

Vote: Unanimous

CIP Detail:

Stacie Field provided the detail expenditure account for the Middle School Construction project.

8.0 SUPERINTENDENT'S REPORT: (10 minutes)

The current enrollment of Regional School Unit #16 as of August 12, 2019 is:

Minot Consolidated School (268), Elm Street School (280), Poland Community School (480), Bruce M. Whittier Middle School (267), and Poland Regional High School (489) for a grand total of (1,784) (+23 from the last report).

I looked into how to change the weighted vote through the MSMA as requested. The MSMA stated that you can change the weighted votes with a local School Board vote, but it should be based on the most recent national census. The current RSU 16 weighted votes are calculated on the most recent national census, so we would need to wait until we get the results of the upcoming census. Additionally, MSMA advised we consult our attorney before we make any changes to our weighted votes.

Donations:

- Mr. Gagnon received a substantial donation (estimated value of \$6,500) of used instruments from Maine Public Radio to be used by the MCS and ESS K-6 Music Program.
- Elm Street School applied for a grant to support the implementation of our new literacy program, Units of Study. Elm Street School was given \$35,000 dollars from the Stephen and Tabitha King Foundation to purchase the classroom libraries that support the grade level curriculum. We are honored to be selected for this grant and are excited to see the impact that this will have on our students as we begin our journey with Units of Study.

- Food Services received a donation from Central Maine Credit Union for \$3,000 to support our Summer Food Program.

I will have our Town Managers Monthly Breakfast Meeting on August 14, 2019.

I attended the Commissioner's Annual Conference on June 24, and 25, 2019. Amy Hediger also attended this conference.

I attended the Annual NEASC Chair's conference at Endicott College on July 14 & 15, 2019.

9.0 NEW BUSINESS: (30 minutes)

Daycare Provider Bus Stop Appeal – Jan Jordan

Mary Martin provided the board with an overview to the current situation with the property located at 937 Bakerstown Road. The property is currently a private daycare owned by Jan Jordan. An incident occurred on November 30, 2018 while an RSU 16 bus was picking up students at 937 Bakerstown Road in Poland, Maine. The incident resulted in communication from two daycare providers, a parent and the bus driver in regards to the safety of this bus stop given limited visibility due to its location on Route 11. The stop currently serves 9 students who attend school at PCS and has been a stop for 27 years. The stop is located at the bottom of a downhill grade, on a curve and safety has been a concern prior to the incident on November 30, 2018. After a meeting on January 15, 2019 with school officials, the transportation director, town manager, daycare providers, and the MDOT Traffic Engineer, Randy Illian, the group agreed there were safety concerns with the stop. On January 17, 2019, Randy Illian notified Fred Barlow, RSU 16 Transportation Director, that the school bus stop at 937 Bakerstown Road did not have sufficient stopping sight distance for the bus and he recommended relocating the bus stop. He informed the district that the stop was unsafe and should be discontinued. He recommended, as an alternative to the discontinuance of the stop, that the school district or municipality could install a flashing "School Bus Stopped Ahead When Flashing" sign. He stated that all cost associated with this sign would fall upon the municipality or the school district. The bus stop was discontinued and an alternative bus was used to transport the students to school. Craig Worth, Operations Manager, worked to locate suppliers who could provide an estimate for the cost of the installation of the DOT recommended sign. The estimate that was received indicated that the sign would cost roughly \$13,500. Ken Healey informed Jan Jordan that the district would pay for the installation up front, but that she would be responsible to reimburse the district for the cost of the sign.

Jan Jordan spoke in regards to the options that have been presented by the DOT. She shared that she cannot transport 9 children to another location, as she does not have a vehicle that can accommodate that many children. The option shared by the DOT to have a light set up to assist with providing oncoming traffic with necessary warning is not financially possible for Jan Jordan. She highlighted that there are limited daycare options in Poland. Jan shared that the financial burden of the sign is too high for her to cover on her own. Jan stated that she has learned there is potential for reimbursement from the State to help cover some of the cost of the sign. Jan asked for the school board to consider helping provide financial support to cover the cost of the sign.

Paul Tripp, a member of Poland Community, spoke in regards to the bus issue. Paul states that he agrees with the determinations of Ken Healey in closing down the bus stop because it is dangerous for students. Mr. Tripp has concerns in regards to this remaining an open stop even with the purchase of the sign. Mr. Tripp stated that due to the high speed of traffic, the short line of visibility and the high amount of traffic a sign may not be enough to prevent a dangerous situation from arising at this stop.

Richard Nighe, a resident of Poland, spoke in regards to the bus stop. He shared that Jan has been operating her business for 27 years and there have been a few incidents in regards to accidents or near misses with the bus. Richard feels that given the safety concerns raised by the DOT and by Jan Jordan, the sign would be a benefit to the students at that stop, as it would potentially provide oncoming traffic the necessary warning that it needs when a bus is stopped. Richard highlighted that the merits of the sign have been highlighted by the DOT as it not only protects the students at the stop, but also the students who are passengers on the bus

Mary Martin informed the board that there is an option for the district to receive reimbursement from the state subsidy to cover 56% of the cost of the installation of the sign. The remainder of the cost of the installation would be the responsibility of the property owner and/or the district.

Ken shared that he closed the stop immediately upon learning that it was unsafe. The bus fleet is limited and did not allow for specialized transportation from the spot, with the exception of the late start bus. Mr. Healey highlighted that the sign would make the stop safer, but it will not guarantee the absolute safety of the students and the bus driver. Ken feels that because this is a for-profit organization, that the financial burden of the installation of the sign should fall on the business owner. He shared that the board needs to decide if they are going to take the state subsidy of 56%, which would not be paid back to the district for two years, and who would be responsible for the remaining 44%.

The board discussed the possibility of sending a smaller bus that could turn around in Jan Jordan's yard and pick up the other students further down.

Sue Harris a Poland Bus Driver shared she had a student at a daycare located near Jan Jordan's and that she comes down toward Jan Jordan's. Where the sign is that says 1,000 feet, she uses her four way lights and flashing lights to warn traffic well ahead of the stop. She shared that this might be an alternative solution to the lack of safety at the bus stop. She stated that the safety of the students must come first.

Ken Healey shared that the district would be responsible to pay the entire cost of the installation of the sign up front with a reimbursement of 56% to the cost based on today's subsidy level. Board Member, Chelsea Clavet discussed splitting the remaining cost with the daycare owner.

Mary Martin proposed that RSU 16 school board direct the superintendent to have a DOT approved flashing "School Bus Stopped Ahead When Flashing" sign installed 550' to 650' before the school bus stop at 937 Bakerstown Road, Poland to improve ongoing student and bus driver safety concerns and the cost of the sign will be shared with 56% being paid by the RSU with an additional 22% and Jan Jordan, the property owner and owner of Littlehands Childcare will pay the remaining 22%. Jan provided verbal agreement at the meeting to cover 22% of the cost of the sign.

Motion: by Steve Holbrook for RSU 16 to pay for the sign and Jan Jordan will cover 22%

Seconded: by Ed Rabasco

Vote: Unanimous

Approve Assistant Superintendent job description

Motion: by Joe Parent to approve Assistant Superintendent job description

Seconded: by Norm Beauparlant

Vote: Unanimous

Approve Assistant Superintendent nomination

Motion: by Joe Parent to approve Assistant Superintendent nomination of Amy Hediger

Seconded: by Steve Holbrook

Vote: Unanimous

Approve Special Education Behavioral Dean Stipend job description

Motion: by Joe Parent to approve Special Education Behavioral Dean stipend job description

Seconded: by Julie Rioux

Vote: 14-1 (Opposed, Steve Holbrook)

Approve RFQ

Motion: by Norm Beauparlant to approve the RFQ

Seconded: by Norm Davis

Vote: Unanimous

Approve Bids on Surplus Vehicles & Equipment

Discussion: In regards to how the items are marketed to be put out to bid. It was suggested that we could advertise in the local papers to get higher amounts for the equipment. It is currently only listed on the RSU 16 website. The board is asking that it be advertised more widely next time.

Motion: by Steve Holbrook to approve bids on surplus vehicles and equipment

Seconded: by Lou Goulet

Vote: Unanimous

Approve Bids on Snowplowing

Motion: by Ed Rabasco to approve bids on snowplowing

Seconded: by Laura Hemond

Vote: 13-2 (Opposed Scott Lessard and Julie Rioux)

Approve Bids on Heating Fuel

Motion: by Ed Rabasco to approve heating fuel bids

Seconded: by Chelsea Clavet

Vote: Unanimous

Approve Bids on one 77 Passenger School Bus

Discussion: The state will give us subsidy to help cover the cost of the bus. Craig shared that the bus should arrive around November. The bus will likely be a diesel. The board discussed if they would like to look into getting gas buses in the future versus diesel.

Motion: by Mike Downing to approve bids on one 77 Passenger School Bus

Seconded: by Steve Holbrook

Vote: Unanimous

Approve Bids on three - 12 Passenger vans
Motion: by Norm Beuparlant to approve bids on three-12 Passenger Vans
Seconded: by Laura Hemond
Vote: Unanimous

Approve Bids on 1 Ton Crew Cab 4WD Pick-Up

Discussion: The truck will be used for sanding and some plowing. The board inquired about the necessity of a four-door cab versus a two-door cab. Craig explained that the truck is used to transporting paper goods between schools, and with a sander in the bed of the truck during the winter they need to have a place to transport items that will be protected from the weather.

Motion: by Norm Beuparlant to approve Bids on 1 Ton Crew Cab

Seconded: by Laura Hemond

Vote: Unanimous

Approve Bids on one 1-ton 4WD pick-up truck

Motion: by Steve Holbrook to approve bids on 1-ton 4WD pick-up truck

Seconded: by Lou Goulet

Vote: Unanimous

Approval to sell 3 Modular Classrooms at WMS. 1- 28' by 52" classroom / 1- 28' by 66" classroom and 1-28' by 68' Classroom

Motion: by Steve Holbrook to approve the selling of 3 modular classrooms at WMS

Seconded: by Lou Goulet

Vote: Unanimous

Approval to sell 2 - 8.5' by 12.5' sheds at MCS

Motion: by Steve Holbrook to approve the selling of 2 sheds at MCS

Seconded: by Lou Goulet

Vote: Unanimous

Approve School Board & Subcommittee 2019 - 2020 Meeting Dates/Location

Motion: by Ed Rabasco to approve school board and subcommittee meeting dates

Seconded: by Laura Hemond

Vote: Unanimous

Friends of RSU 16 - Upcoming Meeting September 6th – Elm Street School

Discussion:

Friends of RSU 16 Meetings are held monthly at Elm Street School in the district conference room.

10.0 OLD BUSINESS:

11.0 POLICY:

12.0 REPORTS TO THE SCHOOL BOARD:

- Student Representatives: (5 minutes) Lily Cote-Powell student representative shared that there is a SRB meeting coming up next week and they will be voting in a new school board student representative.

Report of the School Board Chair: (5 minutes)

- Reminder of the August 26th Subcommittee meetings. This is the organizational meeting for the committees.
- School Board members are invited to attend the opening day with our RSU 16 staff on Monday, August 26th at 8:00 a.m. at Poland Regional High School.

13.0 ADMINISTRATIVE INFORMATION: (10 minutes)

ATeam Reports:

Amy Hediger – Curriculum Summer Work

- June 20th was the last day of school for teachers, which was a professional development day. The teachers spent time reflecting on the year and began getting work accomplished for the upcoming school year.
- High school content areas met over the summer.
- Our Literacy Coach, Kelly Labonte, held a voluntary literacy-based teacher workshop that 16 teachers attended over the summer.
- We were able to send a team of four (4) staff members to the Teacher's College Training in New York to assist with the implementation of our literacy program.

Craig Worth – Facility Alternative Sentencing Program

- Androscoggin County has an alternative sentencing program that completed several large projects at all three elementary schools over the summer.
- They removed carpet, painted, removed lockers and carried in flooring at Minot Consolidated School.
- At Elm Street School they painted all the hallways, removed and painted cubbies, carried in VCT flooring, planted shrubs and spread the playground chips.
- At Poland Community School they spread 100 yards of woodchips.
- At PRHS/BMWMS they painted locker rooms, fixed paneling, cleaned lockers, cafeteria booths and cleaned up the maintenance side of the field house.
- It is estimated that this program saved roughly \$25,000 in labor costs.

14.0 COMMUNICATIONS:

15.0 HANDOUTS:

Staff/Community Newsletter

LRP Publication - July 2019

16.0 EXECUTIVE SESSION:

17.0 REMINDERS:

18.0 ADJOURNMENT:

Motion: by Mike Downing to adjourn the meeting

Respectfully submitted,

Kenneth J. Healey