

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 10th Regular School Board Meeting
 for 2019-2020 was held
 Monday, May 11, 2020
 6:30 p.m.

>>>>> VIA REMOTE <<<<<

REVISED:

- 1.0
- 6.0 (1 in bold italics) (attached)

MINUTES

1.0 CALL TO ORDER: Mary Martin, Chair
 Pledge of Allegiance & Mission Statement; Mary Martin called to order at 6:30 p.m.
 Mary read the legal information below. Members in bold were present.

Pursuant to subsection 403-A of 1 MRSA (Maine Revised Statutes Annotated), we will now confirm that each member of the Regional School Unit 16 School board can both hear and be heard. We will do this by calling the roll, members present are asked to say Yeah. We ask all other members to listen and report any audio difficulties when the roll call is complete. **(Bold names present)**

Poland	Minot	Mechanic Falls	Student Rep
Ed Rabasco	James Crouse	Chelsea Clavet	Amy Fryda
Joe Parent	Laura Hemond	Lou Goulet	Lily Cote-Powell
Melanie Harvey	Mike Downing	Mary Martin	
Norm Beuparlant	Mike Lacasse	Scott Lessard	
Norm Davis	Steve Holbrook	Travis Ritchie	

Due to the change in the School Board meeting format, the School Board is asking members of the public who would like to attend and/or participate in the meeting, to complete the questions in the link below, so a ZOOM link and password can be sent to you.

<https://forms.gle/akDrrPLEfpZ3HFNu8>

We now would like to confirm that members of the public who are remotely attending the public proceeding are able to hear all members. All participants can send a message via the Zoom chat feature on the right of the screen. Recognizing that this is the board's first time conducting a meeting in this manner to help combat the spread of COVID-19, we ask the community and all members to proceed with patience and an understanding that the district staff and board members are doing the best they can in an unprecedented time. As a reminder to conduct an orderly meeting, all board members and community members must remain muted and wait to be recognized by the chair before speaking.

FOR ALL VOTES

Pursuant to subsection 403-A of 1 MRSA, item D. –“All votes taken during the public proceeding are taken by roll call vote”. To the question before the board, I will call the roll, those in favor of passage are asked to say yea, those opposed say nay; members wishing to abstain may do so by stating abstain.

Poland	Minot	Mechanic Falls	Student Rep

Ed Rabasco	James Crouse	Chelsea Clavet	Amy Fryda
Joe Parent	Laura Hemond	Lou Goulet	Lily Cote-Powell
Melanie Harvey	Mike Downing	Mary Martin	
Norm Beuparlant	Mike Lacasse	Scott Lessard	
Norm Davis	Steve Holbrook	Travis Ritchie	

2.0 PUBLIC PARTICIPATION: (10 minutes)

Two members of public spoke on the topic of the 20-21 budget.

Lisa Cesare: Expressed a hope that administration and the budget committee will go back to the budget to cut new positions that were added due to the crisis, and expressed concern that towns can't pay for additions. She spoke in favor of teacher raises and administration cost-of-living raises.

Mary Beth Taylor: Read a letter she wrote to the school board from the select board of Poland. She wanted to know if the school board was going forward with the budget as proposed. Suggested giving raises to staff and administration, and that all other lines be kept the same with no new programs or positions. Since the last board meeting, Mary Beth was disappointed to see the budget go forward without adjustments. She expressed concern that the board is being insensitive.

Mary clarified the budget development process. The Board will take public comment into account and expressed that the budget process has been difficult because of the delay in process.

Norm Beuparlant clarified that the board only voted on moving the budget to the information meeting, and have not endorsed the draft budget.

3.0 RECOGNITIONS/ACKNOWLEDGEMENTS: (5 minutes)

Thank you Lily Powell-Cote, a two-year School Board Student Representative, and member of the Class of 2020!

Congratulations to PRHS French teacher Darcy Chase for her scholarship to attend a training program in France.

Mary shared a message that appeared in the Country Connections: The Board would like to express appreciation to teachers, staff and administration for their commitment to students. Mary read the message to make sure everyone heard it. She also wanted to recognize parents at home for taking on the teacher role.

Joe Parent wanted to recognize the students at the high school for creating a really nice teacher appreciation video. It is posted on the school you-tube page.

4.0 AGENDA ADJUSTMENT: 10.0 (add modulars)

5.0 PRESENTATIONS: (20 minutes)

6.0 CONSENT AGENDA INTRODUCTION: (5 minutes)

Approve 4-13-20 9th Regular Meeting Minutes

Notification of Support Staff New Hire:

Notification of Retirement:

- *Sandra Doyle, Food Service*

Notification of Resignation: Mark Chase effective April 22, 2020

Sub Committees Minutes attached (April)

- Operations
- Personnel & Finance
- Educational Policy Committee

Friends of RSU 16 Agenda – no meeting scheduled

Motion: by Norm Beuparlant to accept consent agenda.

Seconded: by Steve Holbrook

Vote: Unanimous by a roll call vote

7.0 ACCEPTANCE OF THE FINANCIAL SUMMARIES: Stacie Field (10 minutes)

Stacie presented the financials and reviewed some highlights:

- Thru April 21, warrant 21, 19.2% remaining – 10.71% with encumbrances
- Maine care seed \$137,691.94
- Over \$100,000 remains in heating
- \$99,000 remaining in electricity
- Out of district special education costs are estimated to be \$361,688 at end of year
- Food service was \$12,000 in the black for March because all meals were reimbursable because we are in summer feeding mode, and Food Service making progress toward eliminating the debt.

- CIP-finance committee will look at CIP in detail at next meeting, there is \$374,299 remaining
- \$399,846 remains in middle school construction budget

Motion: by Steve Holbrook to accept financial report

Seconded: by Norm Beauparlant

Discussion:

Norm Beauparlant – on CIP, should there be an encumbrance on the MS budget for those payments we are holding back while we wait for work to be complete?

Stacie -- yes will do that for the next meeting

Vote: Unanimous by a roll call vote

8.0 SUPERINTENDENT’S REPORT: (10 minutes)

The current enrollment of Regional School Unit #16 as of April 27, 2020 is:

Minot Consolidated School (265), Elm Street School (274), Poland Community School (482), Bruce M. Whittier Middle School (257), and Poland Regional High School (477) for a grand total of (1,755) (Same grand total from the last report). Our next Monthly Town Manager’s Breakfast Meeting is scheduled for Thursday on May 14, 2020 remotely, it will also be BYOB(Breakfast).

Principal Interviews for the new Principal of Poland Community School will be held this week on May 12th and 14th. The interview committee is headed by the Assistant Superintendent Amy Hediger. The team will send the top applicant to me for consideration and hopefully I will have a nomination for the School Board to consider during our June 8, 2020 School Board Meeting.

We have recently received an offer for all three portable classrooms for \$5,000.00 total price from Don Webster and he can have them gone within the month. This is our best offer so far.

Since our last School Board Meeting, we have celebrated National Administrative Assistant Appreciation Day, National School Principal Appreciation Day, National Teacher Appreciation Day and National Nurses Appreciation Day. I would like to take a moment to publicly thank all of our Administrative Assistant/Secretaries, School Principals, Teachers and Support Staff, and our School Nurses for all they do for our students and community of Regional School Unit 16. They are the reason we continue to function, even in a crisis, so effectively. Additionally, a special thank-you goes out to our incredible drivers and food service workers who have prepared and delivered nearly 20,000 meals during this crazy pandemic. I am truly humbled to be affiliated with such a great organization of hard working and caring people.

Do you have any questions?

Travis Ritchie: will the person buying the portables remove them at his cost?

Ken Healey: Yes.

Norm Beauparlant: How quickly will they be gone?

Ken Healey: end of the month

Norm Beauparlant: Then the contractor would come back in to finish landscaping?

Ken Healey: Yes.

9.0 ASST. SUPERINTENDENT’S REPORT (20 minutes)

Continuation of learning plan was shared and board approval was requested by Amy Hediger. Remote learning is in place due to pandemic and emergency order. Three priorities of the remote learning plan: 1-maintain connection with students, 2-support teachers through new model of instruction, 3-maintain and deepen mastery of standards already taught.

Amy shared a wide variety of examples of remote learning during her presentation.

Last day for seniors - May 22nd, graduation June 6th.

Last day for all other students June 5th, and then last day of school June 12th. Allows teachers and students to collect their belongings.

Amy reviewed attendance rates, which ranges from 100% parent contact to a range of 75%-98% of students attending classes.

Amy reviewed current technology needs and shared the number of students without devices and/or internet.

Tech depart has serviced 503 tech support calls.

Cari Medd offered some comments on the plans for a graduation ceremony, and said that more details will be coming in the next week.

10.0 NEW BUSINESS: (45 minutes)

Approve New Teacher Hires:

- *Abby Rines, School Counselor – PCS*
- *Emma Martineau, Kindergarten Teacher – PCS*

Ken shared that he met with both of them and they are highly motivated and high quality. The interview committee and Ken were both very impressed, and highly recommends both.

Motion: by Norm Beuparlant to accept both candidates.

Seconded: by Steve Holbrook

Vote: Unanimous by roll call vote

Approve Teacher Resignation:

Approve the RSU 16 Continuation of Education Plan

Motion: by Steve Holbrook to accept the Continuation of Learning Plan.

Seconded: by Joe Parent seconded motion.

Discussion:

Melanie Harvey asks if there is any plan to share this with the public and to praise all of the students for their hard work during this time. Teachers and parents have gotten their kudos, but need to give praise to kids, as well.

Amy will share at the district level as well, in addition to what principals and teachers are already doing.

Vote: Unanimous by a roll call vote.

Waiver for Student-Athlete Eligibility (Policy JJJ) for Fall 2020 – Cari Medd

Cari Medd asked for a waiver of the Eligibility policy for the fall so that all high school students will automatically be eligible for fall sports.

Motion: by Steve Holbrook to approve waiver

Seconded: by Norm Beuparlant

Vote: Unanimous by a roll call vote

Additional new business:

Authorize superintendent to sell modular classrooms.

Motion: by Steve to give the superintendent authority to sell modular classrooms for \$5,000.

Seconded: by Mike Downing

Vote: Unanimous by a roll call vote

Siemens Presentation of Energy Efficiency Improvements for RSU 16 (30 minutes)

Ken Healey introduced Siemens personnel and reminded the board that he was tasked with working on buildings and addressing a number of concerns including energy, efficiency and safety. These issues include the fact that MCS does not have a sprinkler system and that there are many efficiency issues with heating and the lights. The Operations Committee has had discussion for a year to find solutions. Tonight, Siemens will present the opportunity to complete significant improvements to the elementary schools by following their plan.

Tom Seekins of Siemens provided a summary.

Siemens was selected from interviews from several firms based on requirements established by the district. Superintendent's focus has been on classrooms in the elementary schools because they have the biggest needs, in particular at ESS and MCS with some issues at PCS, as well. The Siemens plan will be a capital plan for the next 10 years. Part of the plan is to find a way to pay for these improvements. Classroom teachers shared their concerns in surveys that highlighted issues with heat, lights, lack of ceilings and old ventilation and lighting. ESS ventilation is 66 years old, MCS doesn't have ventilation. Using guaranteed savings and budget money saved from the end of a bond payment year, the district will be able to pay for improvements without increasing the budget. Bids came back on financing and RSU 16 did a great job with the financing, by far the best rates and proposals Siemen's has seen because of our credit history and our financial health. Great job! Project likely to be \$2.6 million rather than the \$3.2 million originally planned. MCS entry way bid came back not as low as hoped, but other project estimates have been confirmed. For this amount, lighting and ceilings can be dealt with throughout the district. Kitchen layout at MCS was shared. Renovation would address inadequate kitchen space and will meet best practice standards from the state. Kitchen would be expanded and hood would be replaced, a walk-in cooler would be added and a fire rated door would be added. Main entrance for MCS plan was shared to address security issues. Option A expands kitchen and while it doesn't fully address safety, it does provide a more secure entrance. Option B is the preferred option that creates a new entrance and overhang, a secure vestibule to monitor people entering the building and resolves kitchen problems. The conversion of steam to hot water at ESS was too expensive, so that won't get done in the plan. To add other projects, the school district would have to add \$75,000 per year to the budget.

Ken Healey asked Siemens to review projects that we can get done with no budget impact.

Siemens shared a list of all projects that can get done in the plan (Phase 1) and a list of projects that have been prioritized for future work.

Ken Healey asked if the board approves this plan, when can the work be done?

Siemens said that work will be started immediately and get done this summer, and the district will have one year without any payments. No new money will be added to the budget.

Discussion:

Norm Beuparlant asked Tom to reinforce that we do not have to add anything to the budget to get Phase 1 done. Will be paid by savings and current budget monies.

Tom Seekins : that is correct, this project does not add any money to the budget. Board can vote to add \$75,000 to get steam to hot water conversion at ESS if board choses to do this. There are also \$85,000 of incentives from Efficiency Maine that are included in the plan and budget.

Norm Beuparlant: Will Ken be asking the board to approve a letter of intent to get the project going?

Ken Healey - a motion is needed to authorize the superintendent to enter into a lease purchase agreement for a particular amount.

Mary Martin - has the motion language, needs the board to determine an amount.

Siemens would get ordering and contractors going with a "Notice to Proceed" while district is finalizing financing and other agreements.

Steve Holbrook - at the last workshop he thought he heard \$80,000 not \$100,000 for the district payment, so are we adding \$20,000?

Ken Healey - No, the amounts were \$94,000 or \$95,000

Tom Seekins - energy savings are guaranteed each year, there are no shared savings, any additional savings goes back to the district.

Motion: by Norm Beuparlant to authorize the superintendent to enter into a lease purchase agreement with Siemens not to exceed \$2.6 million

Seconded: by Steve Holbrook

Discussion:

Norm Beuparlant clarified that the reason he made the motion to lower amount is because of the concern about the upcoming budget, as expressed by community members.

Vote: Unanimous by a roll call vote

11.0 OLD BUSINESS:

12.0 POLICIES:

Approve 1st & Final Reading of the following policies:

- ACAA – Harassment & Sexual Harassment of Students
- AC-R (Formerly coded IHBAL)– Grievance Procedure for Persons with Disabilities
- BEB – Board Member Use of Social Media

Motion: by Joe Parent to approve all three policies in first and final reading

Seconded: by Mike Downing

Vote: Unanimous by a roll call vote

13.0 REPORTS TO THE SCHOOL BOARD:

Student Representatives: (5 minutes)

Amy Fryda: AP exams began, seniors are graduating in three weeks, everyone else is getting out in four and seniors are looking forward to having an in-person graduation.

Report of the School Board Chair: (5 minutes)

- Reminder of Staff Retirement Recognition June 8 at 6:15 p.m.
 - Will do by zoom to recognize retirements
- Superintendent Evaluation Committee Update
 - Surveys will go out tomorrow and asks that all board members complete by Monday. The committee will meet with Ken then have executive session on June 8th with the full board to review the evaluation.
 - Mike Downing and Steve Holbrook requested paper copies of the survey.
- Attendance
 - Mary asked members to review the attendance document included in the packet and the finance committee would determine where extra stipend money would go, so please review and let Mary know if you see any mistakes.
 - Scott Lessard corrected the April 27th subcommittee meeting attendance and said he was present.
- LRP/Board Governance

14.0 ADMINISTRATIVE INFORMATION:

ATeam Reports -none

15.0 COMMUNICATIONS:

16.0 HANDOUTS:

LRP Publications – April 2020 & May 2020

17.0 EXECUTIVE SESSION:

18.0 REMINDERS:

19.0 ADJOURNMENT:

Motion: by Steve Holbrook to adjourn the meeting at 8:26 p.m.

Seconded: by Mike Downing

Discussion:

Scott Lessard asked if the budget committee should get back together.

Mary Martin reviewed the budget process, which is to get feedback from public and then come back as a board to respond to the feedback.

Ken said that the board should follow the budget procedure, administrative team is already looking at possible reductions and the full board can look at reductions if needed.

Scott Lessard said that he is concerned because the information meeting is a month away.

Mary Martin said that the length of process will give us the most updated information on how to run budget meetings and financial updates.

Jim Crouse would like to stress that information meetings shouldn't be postponed any more.

Mary agreed and said it will be June 2nd and not postponed

Vote: Unanimous by a roll call vote

Respectfully submitted,

Kenneth J. Healey