

**KIDS REGIONAL SCHOOL UNIT #2
BOARD OF DIRECTORS**

DATE: WEDNESDAY, MARCH 3, 2010
PLACE: DRESDEN ELEMENTARY SCHOOL
TIME: 6:00 PM

PRESENT: Chair O'Neil LaPlante, Vice-Chair Jim Grandahl, Directors Dawn Gallagher, Gary Getchell, Rich Howard, Jon Lambert, Bill Matthews, Sarah McNaughton, Cory Munsey, Mark Pearson, Catherine Squires and Superintendent Donald Siviski

MEMBERS ABSENT: Director Linda Leet

ALSO PRESENT: Steve Lavoie, Tom Leonard, Deb Marshall, Sue Hunt, Deb Fisk, Steve Philbrook, Scott Bell, Deborah Emery, Chris Chamberlain, Martha Witham, John Armentrout, Rick Cote and Vicki Raymond

1.0 CALL TO ORDER/QUORUM PRESENT

Chair O'Neil LaPlante declared a quorum present and called the meeting to order at 6:02 p.m.

2.0 APPROVAL OF MINUTES OF THE REGULAR MEETING OF FEBRUARY 3, 2010 AND THE SPECIAL BOARD MEETINGS OF FEBRUARY 10, 2010 AND FEBRUARY 24, 2010

Director Jon Lambert **motioned** to approve the minutes of the Regular Board Meeting of February 3, 2010 and the Special Board Meetings of February 10 and February 24, 2010. Vice-Chair Jim Grandahl **seconded** the motion, **voted in favor unanimously**.

3.0 ADJUSTMENT(S) TO AGENDA

Director Jon Lambert **motioned** to move Item 6.6 to 8.6 and Item 6.7 to 8.7 and additions to 6.5, 8.1 and 8.2. Director Rich Howard **seconded** the motion, **voted in favor unanimously**.

4.0 PUBLIC COMMENT

4.1 Recognition of Monmouth Academy Wrestling Team Sportsmanship Award

Principal Scott Bell introduced Coaches Shawn Schultz, Kyle Fox and Mike Danforth, and Monmouth Academy Wrestling Team Members Patrick McInnis, Matt McInnis, Eric Couloumbe, Tamara Cushman, Tyler Guzman and Tyler Horsford to the Board in recognition of the team receiving the MPA Sportsmanship Award for Class C West at the State Championship Meet.

4.2 Public Comment on Agenda Items
Stace Chubbuck commented on 7.1.

5.0 OLD BUSINESS

5.1 Approval of Second Reading of Policies

Director Cory Munsey **motioned** to approve the second reading of the following policies.

- ICA and ICA-R – School Calendar
- GCSA – Employee Computer and Internet Use
- JFCK - Student Use of Cellular Telephones and Other Emerging Electronic Devices

Director Jon Lambert **seconded** the motion, **voted in favor unanimously**.

6.0 NEW BUSINESS

6.1 Approval of Resignation(s) / Retirement(s)

Director Jon Lambert **motioned** to accept the retirement of Susan Spalding, Music Teacher at Marcia Buker ES. Director Cory Munsey **seconded** the motion, **voted in favor unanimously**.

6.2 Approval of Nominated Personnel

None

6.3 First Reading Policies and Job Descriptions

Director Jon Lambert **motioned** to approve the first reading of the following policy and job descriptions.

GCSA-R – Employee Computer and Internet Use Rules

Job Descriptions: Ed. Tech. I, Ed. Tech. II and Ed. Tech. III, Library Media Tech, Special Ed. Secretary and Bus Driver

Director Cory Munsey **seconded** the motion, **voted in favor unanimously**.

6.4 Approval of MMS 8th Grade Field Trip to Boston

Director Rich Howard **motioned** to approve the MMS 8th grade trip to Boston. Vice-Chair Jim Grandahl **seconded** the motion, **voted in favor unanimously**.

6.5 Approval of Appointed Members of the Ad Hoc Committee Standards Based Student-Centered Education

Director Jon Lambert **motioned** to approve the following appointments to the Ad Hoc Committee Standards Based Student-Centered Education and to authorize the Superintendent to approve open positions.

Richmond: Troy Kendrick, Shannon Heath, Deb Fisk, John Libby, Kim Silsby, Kristin Lorbeski, Kady Gould, Kim Plummer, Ben Carver (student 2012)
Danica Hurley (student 2012)

Monmouth: Deb Emery, Steve Philbrook, Scott Bell, Jana Armstrong, Corri Ferguson, Christine Arsenault, Amy Dolan, Michelle Neal, Ed Nugent, Abby Ortiz-Burnham (student 2013)

Hall-Dale: Tom Leonard, Steve Lavoie, Truax McFarland, Dan Crocker, Mary Fortier, Terri Pelletier, Kelly Byron, TBD parent, Anais Truman (student 2013)

Dresden: Martha Witham, Barry Masterson, Roberta Hart, Stace Chubbuck, TBD parent, TBD parent

RSU: Christine Chamberlain, Debbie Marshall, Rich Howard and Sarah McNaughton

Vice-Chair Jim Grandahl **seconded** the motion, **voted in favor unanimously**.

6.6 Executive Session – Negotiations [1 M.R.S.A. § 405 (6)(D)] – Monmouth Teacher Moved to 8.6.

6.7 Executive Session – [1 M.R.S.A. § 405 (6)(A)] - Evaluation of Asst. Superintendent Moved to 8.7.

- 6.8 218 Agreement
Director Rich Howard **motioned** to authorize the Superintendent to conduct a “referendum” with the participants of the Maine Retirement System and Social Security System option to see if they wish to continue. Director Jon Lambert **seconded** the motion, **voted in favor unanimously**.
- 6.9 Board Standing Committee 20-A § 1478
Director Jon Lambert **motioned** to approve the revision to Policy BDE – Board Standing Committees to include Local Budget Committees. Director Cory Munsey **seconded** the motion, **voted in favor unanimously**.
- 6.10 Policy BE – School Board Meetings – no change.

7.0 COMMITTEE REPORTS

- 7.1 Finance Committee
Hall-Dale Elementary School
February 16, 2010 – 5:00 PM

Present: Committee Chair Jim Grandahl, Directors Rich Howard, Sarah McNaughton
Absent: Director Mark Pearson
Also Present: Board Chair O’Neil LaPlante, Directors Cory Munsey and Gary Getchell, Donald Siviski, Vicki Raymond and Susan Hunt

Business Manager Vicki Raymond opened the meeting with an explanation of the “218” agreement requirements for Participating Local Districts and asked the Committee to recommend the approval process to the full Board. She then explained the recent communication with local municipal officials regarding audit balances for various Federal Accounts as well as “summer accrual” balances owed to employees for work completed prior to 6/30/09 and paid through 8/31/09.

The Committee then reviewed the impact of how the withdrawal of “penalty distribution” funds would affect the RSU as well as how the absence of Maine Care funds would affect anticipated revenues, approximately \$75,000 in penalty funds and \$190,000 from Maine Care.

The lists received from principals in regard to suggested cuts was reviewed by Committee members and noted that many suggestions have been enacted in the proposed draft budget amounts for next year. Other concerns require formal negotiation discussions. On a **motion** by Jim Grandahl, **seconded** by Rich Howard and **voted unanimously** the Committee directed the Superintendent to contact the Association to discuss teacher recommendations for a salary/experience freeze and furlough day considerations.

The Committee reviewed a cost center summary analysis of the draft budget and realized that a \$1.2 million gap still exists. A cost savings through efficiency listing will be developed as well as a cost estimate of embedded cost increases.

The topic of a budget information mailing and spring RSU newsletter was then discussed and recommended to be two separate distributions. The newsletter would be bundled and distributed to area local businesses, stores, post offices, etc. while the budget flier would be mailed so residents will have the information prior to the public hearings in May.

Special Ed. Co-Director Susan Hunt then presented an explanation to the Committee for the reorganization delivery of services to children with special needs. Specifically increased skills are being required to meet needs of children with learning disabilities while grouping practices are requiring less employees. With a strong focus on Reading and Math skills at the elementary level and with the results generated from our Pre-K and all-day Kindergarten programs, specific interventions addressing particular deficits in learning can now be achieved. Given that an Ed Tech I needs to be under the direct supervision of a teacher at all times, working with groups of similar needs children is not permitted and therefore the recommendation for elevated skills from an Ed. Tech. II or III. It was also suggested and accepted that current staff close to meeting the increased requirements would be given a year's extension to complete the qualifications.

The following Ed. Tech. changes are recommended to the full Board.

1. Richmond Spec. Ed.: Eliminate 3 Ed. Techs.
 2. Hall-Dale Spec. Ed.: Eliminate 3 Ed. Tech I's; Add 1 Ed. Tech. II and III
 3. Dresden Spec. Ed.: Eliminate 1 Ed. Tech. I; Add 1 Ed. Tech. II
- Reason: Program reorganization and job expectation alignment.

Within the Federally subsidized NCLB Title I program similar changes are being recommended.

1. Hall-Dale ES Title I: Eliminate Ed. Tech. I; Add Ed. Tech. II; Eliminate Title I Teacher; Add Ed. Tech. III

Also within the regular budget the following changes are recommended because of program reorganization, job expectation alignment and budgetary constraints at DES.

1. Eliminate .2 Library Aide (Ed. Tech. I)
Re: Must be supervised by a Teacher when with children. Principal is certified and can assume these duties.
2. Reduce Nurse .5 to .25 or from 4 hrs/day to 2 hrs/day.
Re: Budget constraints, also during the day concerns would be addressed by the custodian in morning and secretary and Ed. Tech. in the afternoon.
3. Merge Ed. Tech. I, kitchen positions
Re: Of the 7 hour proposed day 1½ hours would be devoted to breakfast and 2½ hours to lunch responsibilities. 3 hours would be devoted to Ed. Tech. I responsibilities. A one year extension to upgrade qualifications to Ed. Tech. II is also recommended.
4. The 8 hour custodian is recommended to be reduced to 5 hours/day. Should a need arise when the custodian is not working the Asst. Director of Buildings and Grounds would be called to address building needs.

Position changes at HDMS/HS

1. Reduce secretary from 238 days to 208 days.

Position changes at RMS/HS

1. Reduce Library Ed. Tech .75.
2. Reduce Clerical .5.

Position changes at MA/MMS

1. Reduce Clerical .5.
2. Eliminate Ed. Tech. for study halls.

A 90 day notice clarification was also shared. Teacher contracts expire 8/31 therefore notification must be made mid May.

Support Staff contracts expire 6/30 therefore notification must be made mid March.

Boards should first address positions, then personnel prior to these deadlines.

Finally, a meeting between the RSU Board of Directors and Selectmen/City Council was recommended to review the budget construction processes as well as the gap between revenue and expenditures and any local initiatives that may wish to be pursued. A March meeting was recommended.

The meeting adjourned at 6:50 p.m.

Respectfully Submitted,
Donald L. Siviski
Superintendent of Schools

7.2 Policy and Personnel Committee
Hall-Dale Elementary School
February 23, 2010 5:00 PM

Present: Committee Chair Cory Munsey, Director Bill Matthews and Board Chair O'Neil LaPlante

Absent: Directors Dawn Gallagher and Catherine Squires

Also Present: Donald Siviski, Rick Cote and John Armentrout

Rick Cote opened the meeting with an explanation of the Dresden "choice" option to attend secondary schools. As a result of a referendum the Dresden Community selected Hall-Dale for 85% of their grades 9-12 students and 100% of their grades 6-8 students. 15% of the grade 9-12 population is allowed to select other schools. Rick described the process of notification, application and decision making which the RSU will follow.

The Committee then approved 2nd Reading of Policy ICA and ICA-E School Calendar to be presented to the full Board.

John Armentrout then presented recommendations to the Committee for edits to Policy GCSA – Employee Computer and Internet Use and JFCK – Student Use of Cellular Telephones and Other Emerging Electronic Devices to include "other emerging technologies" and "privately owned computers". He also presented a 1st Reading consideration for the regulations for GCSA. The Committee agreed to present these to the full Board for approval.

Job Descriptions were then reviewed and will follow a first and second reading process similar to the policy approval procedure. The following will then be distributed throughout the RSU for comments/edits after the full Board approves them for 1st Reading: Ed. Tech. I, Ed. Tech. II, Ed. Tech. III, Library Media Tech., Special Ed. Secretary and Bus Driver.

Title 20-A § 1478 section 3 was reviewed by the Committee and is recommended to the Board for development to specifically address local budget concerns, "a regional school unit board may authorize a local school committee" to process "proposed expenditures that are not included in the regional school unit budget may be separately appropriated by the municipality to be expended by the regional school unit in accordance with the appropriation".

The Committee also agreed to fill the Administrative position vacancy at Marcia Buker Elementary School as was followed last year in filling the principalship at Hall-Dale Elementary School. A screening/interview committee will be selected consisting of the Superintendent, an RSU Elementary Administrator, A MBES Teacher, a Regional Administrative Staff Member, a RSU Board Member and a Community Member. Their recommended finalist will be interviewed by the Policy and Personnel Committee before being nominated to the Board in May.

The Committee reviewed the part-time and full-time status of custodians and will forward their recommendation to combine the 3 part time positions into a full time position to the Buildings & Grounds, Food Service and Transportation Committee.

Their last item of business was to review the Program of Studies from the 3 high schools in the RSU and to set a time when either or both the Principals and Guidance Counselors could review the document with the Committee.

The meeting adjourned at 7:00 p.m.

Respectfully Submitted,
Donald L. Siviski
Superintendent of Schools

7.3 Communication Committee – no meeting

8.0 SUPERINTENDENT'S REPORT

8.1 Newly Hired, Newly Appointed Personnel

- Erin Mower, HDES Ed. Tech. III, Transfer from Spec. Ed. to Title One
- Donna McIntire, HCES, Food Service Worker
- Eric Brown, HDHS, Varsity Baseball Coach
- Brandon Terrill, HDHS, JV Baseball Coach
- Dave Kaplan, HDHS, Varsity Softball Coach
- Steve Acedo, HDHS, JV Softball Coach
- Joe Viselli, HDHS, Head Track Coach
- Kristen Sinclair, HDHS, Co-Asst. Track Coach
- Wade Boudreau, HDHS, Co-Asst. Track Coach
- Guy Cousins, HDHS, Girls Tennis Coach
- Dan Bence, HDHS, Boys Tennis Coach
- Allison Waterbury, HDMS, Track Co-Coach
- Tim Soule, HDMS, Track Co-Coach
- Chip Lucas, HDMS, 8th Grade Baseball Coach
- Steve Adedo, HDMS 7th Grade Softball Coach
- Troy Gray, HDMS, 7th Grade Softball Coach
- Eric Palleshi, MA, Varsity Baseball Coach
- Lawrence Saucier, MA, JV Baseball Coach
- R. Berner, MA, 75% Varsity Softball Coach
- R. Grant, MA, 25% Varsity Softball Coach
- Jessica Callahan, MA, Girls Tennis Coach
- Lucas Turner, MA, Tennis Coach
- Joseph Fletcher, MMS, Baseball Coach
- Jenora Schultz, MMS, Softball Coach
- Ryan Gardner, RHS, Varsity Baseball Coach

- Rick Coughlin, RHS, Varsity Softball Coach
- Phil Houdlette, RHS, JV Baseball Coach
- Tracy Blagden, RHS, JV Softball Coach
- Jeff Bechard, RMS, Baseball Coach

8.2 Resignation(s)

- Laurie Swift, MMS, Title I Ed. Tech. III
- Elaine Peters, HCES, Food Service Worker
- Pam Eshelman, RMS/HS, Custodian

8.3 Maine Dept. of Environmental Protection – HDES Article

8.4 State of Maine DOE Race to Top Application – School Board Journal Article

8.5 March Board Events Calendar / Finance Report

8.6 Executive Session – Negotiations [1 M.R.S.A. § 405 (6)(D)] – Monmouth Teachers Contract

Attending: Board and Superintendent

Director Jon Lambert **motioned** to enter into Executive Session for the purpose of discussing negotiations. Vice-Chair Jim Grandahl **seconded** the motion, **voted in favor unanimously**.

Time in: 6:55 p.m. Time out: 7:15 p.m.

Action Taken: Director Dawn Gallagher **motioned** to ratify the Monmouth Teachers Contract. Director Gary Getchell **seconded** the motion, **voted in favor unanimously**.

8.7 Executive Session Re: Evaluation of Asst. Superintendent [1 M.R.S.A. § 405 (6)(A)]

Director Cory Munsey **motioned** to enter into Executive Session as outlined in 1 M.R.S.A. § 405 (6)(A) for the purpose of evaluating the Asst. Superintendent. Vice-Chair Jim Grandahl **seconded** the motion, **voted in favor unanimously**.

Attending: Board of Directors and Asst. Superintendent

Time in: 7:20 p.m. Time out: 8:35

Action Taken: Vice-Chair Jim Grandahl **motioned** to have the job description of the Asst. Superintendent be reviewed by the Policy and Personnel Committee. Director Gary Getchell **seconded** the motion, **voted in favor unanimously**.

9.0 ITEMS FOR FUTURE MEETINGS

10.0 ADJOURNMENT

Director Jon Lambert **motioned** to adjourn the meeting at 8:40 p.m. Director Rich Howard **seconded** the motion, **voted in favor unanimously**.

Respectfully Submitted,

Donald L. Siviski
Superintendent of Schools