

**KIDS REGIONAL SCHOOL UNIT NO. 2
BOARD OF DIRECTORS**

DATE: MONDAY, FEBRUARY 9, 2009
PLACE: HALL-DALE ELEMENTARY SCHOOL LIBRARY
TIME: 6:00 PM REGULAR MEETING

PRESENT: Chair O'Neil LaPlante, Vice-Chair Jim Grandahl, Directors Dawn Gallagher, Gary Getchell, Rich Howard, Jon Lambert, Cory Munsey, Mark Pearson and Tracey Woodman

MEMBER(S) ABSENT: Directors Joan Drapeau, Linda Leet and Sarah McNaughton

ALSO PRESENT: Donald Siviski, Secretary [Superintendent of Schools]

GUEST(S): John Armentrout, Martha Witham, Dan Shagoury, Scott Bell, Deb Emery, Steve Philbrook, Rep. Sharon Treat, Sen. Earle McCormick, Sen. Seth Goodall and Rep. Les Fossel

1.0 ROLL CALL/DECLARATION OF A QUORUM

Chair O'Neil LaPlante declared a quorum and called the meeting to order at 6:05 p.m.

2.0 APPROVAL OF MINUTES OF REGULAR BOARD MEETING OF JANUARY 27, 2009 AND THE ORIENTATOIN WORKSHOP OF JANUARY 26, 2009

Director Gary Getchell **motioned** approval of the minutes of the Regular Board Meeting of January 27, 2009 and the Orientation Workshop of January 26, 2009. Director Rich Howard **seconded** the motion, **voted in favor 9-0.**

3.0 ADJUSTMENT(S) TO AGENDA

Add 6.3 – Executive Session and move to 8.6

4.0 PUBLIC COMMENT

4.1 Legislative Discussion

Rep. Sharon Treat, Sen. Earle McCormick, Sen. Seth Goodall and Rep. Les Fossel shared conversation with the RSU Directors on the following topics.

1. Concerns regarding Budget Validation Referendum
2. A Central Office for RSU #2 - Reed Center
3. Start-up cost assistance, penalties/incentives
4. Expansion of MLTI 1:1 computers from 7th and 8th grades to 9-12 grades
5. Status and funding stream for Economic Stimulus allocation of educational topics.
6. Initial "1, 2, 3 yr. term" analysis
7. How we can assist Legislators in the regionalization initiative

4.2 Public Comment on Agenda Items

None.

5.0 OLD BUSINESS

5.1 2nd Reading and Approval of Policies

Director Jon Lambert **motioned** approval of the following policies.

- AC – Nondiscrimination/Equal Opportunity and Affirmative Action
- ACAA – Harassment and Sexual Harassment of Students
- ACAA-R – Student Discrimination and Harassment Complaint Procedure
- ACAB – Harassment and Sexual Harassment of School Employees
- ACAB-R – Employee Discrimination and Harassment Complaint Procedure
- ACAD – Hazing
- BB – School Board Legal Status
- BBBA – Board Member Qualifications
- BDA – Board Organizational Meeting
- BDB – Board Officers
- BDF – Board Advisory Committees
- BEC – Executive Sessions
- BEC-E – Statutes Authorizing Executive Sessions for Maine School Units
- BEDA – Notification of Board Meetings
- BEDB – Agenda

Director Cory Munsey **seconded** the motion, **voted in favor 9-0.**

6.0 NEW BUSINESS

6.1 Job Descriptions

Director Rich Howard **motioned** approval of the following job descriptions as amended.

- Director of Buildings and Grounds (B&G, FS, Trans. Committee)
- Director of Food Services (B&G, FS, Trans. Committee)
- Director of Transportation (B&G, FS, Trans. Committee)
- Director of Information Communication Technology (Finance & Budget Committee)

Vice-Chair Jim Grandahl **seconded** the motion, **voted in favor 9-0.**

6.2 1st Reading of Policies

Director Jon Lambert **motioned** to approve the 1st reading of the following policies.

- CDA – Administrative Evaluation
- CDA-R – District Criteria for Administrative Evaluation (Regulation)
- CDA-E – Administrative Evaluation Form (Exhibit)

Director Tracey Woodman **seconded** the motion, **voted in favor 9-0.**

7.0 COMMITTEE REPORTS

7.1 Buildings & Grounds, Food Services and Transportation Committee – Chair Rich Howard

Hall-Dale Elementary School Computer Room

February 2, 2009 – 5:00 P.M.

Present: Committee Chair Rich Howard, Directors Sarah McNaughton, Joan Drappeau and Cory Munsey

Absent: Directors Mark Pearson and Jon Lambert

Also Attending: Board Chair O’Neil LaPlante, Rick Cote, Martha Witham and Donald Siviski

The Committee reviewed the objectives of the evening and determined the “lead” person at each site would serve a local management function while a “director” would have oversight of the department throughout the district. A review of the job descriptions was made with this interpretation / expectation in mind.

Salary and benefits comparisons of similar positions in districts of 2500 and 1200 in the case of “half the district” responsibility were distributed to assist the committee in establishing a “range” for salary and benefits. Additionally two members of the Committee were selected to screen / interview candidates for the director positions.

Job descriptions for the Directors of Buildings and Grounds, Director of Food Services and Director of Transportation will be presented to the RSU Board for approval on February 9th. The job openings and descriptions will be posted in each building on February 10th with “letters of interest / resume” expected on February 13th at which time invitations will be made for interviews.

Interviews will be conducted on February 18th and 19th and selected candidates nominated to the RSU Board on February 23rd.

The meeting adjourned at 6:30 p.m.

Respectfully Submitted,

Donald L. Siviski
Superintendent of Schools

7.2 Policy and Personnel Committee – Chair Tracey Woodman
Hall-Dale Elementary School Computer Room
February 2, 2009 – 6:00 P.M.

Present: Committee Chair Tracey Woodman, Directors Cory Munsey, Dawn Gallagher and Rich Howard

Also Attending: Board Chair O’Neil LaPlante, Martha Witham and Donald Siviski

The Committee reviewed the objectives of the agenda as well as an inventory of policies in the pipeline for consideration.

A salary and benefits comparison chart for “director” positions of similar size districts was distributed to assist the Committee in determining a range for salary and package of benefits for future candidate consideration.

Additionally a salary and benefits comparison chart of principals with similar size student populations was distributed to the Committee. The Committee discussed the process of determining a salary and length of contract offer, realizing that salary, benefits and responsibilities are not under a unified contract at this time.

The job description for the Business Manager was then reviewed and prepared for presentation / approval of the RSU Board on February 9th. A job opening and description notice will be posted in each building on February 10th with “letters of interest / resume” expected by February 13th at which time invitations will be made for interviews.

Interviews will be conducted on February 18th at 9:00 a.m. in the Hall-Dale Elementary School by two members of the Committee and the Superintendent. Selected candidates will be nominated to the RSU Board on February 23rd.

The Committee recommends policies CDA, CDA-R and CDA-E for RSU Board 1st Reading approval.

The Committee also reviewed and recommends policies AC, ACAA, ACAA-R, ACAB, ACAB-R, ACAD, BB, BBBA, BCB, BDA, BDB, BDF, BEC, BEC-E, BEDA and BEDB for RSU Board 2nd Reading and Approval.

The meeting adjourned at 8:00.

Respectfully Submitted,

Donald L. Siviski
Superintendent of Schools

7.3 Finance and Budget Committee – Chair Gary Getchell
Hall-Dale Elementary School Computer Room
February 2, 2009 – 7:00 P.M.

Present: Committee Chair Gary Getchell, Directors Sarah McNaughton, Jim Grandahl and Cory Munsey

Absent: Director Mark Pearson

Also Attending: Board Chair O’Neil LaPlante and Donald Siviski

The Committee reviewed the objectives of the evening and determined their first priority to be the completion of the job description of the Information Communication Technology Director and then an assessment of salary and benefits for the ICT position in the districts of similar size. Two members of the Committee will serve on the interview committee which will convene on February 18th at 1:00.

The duties and responsibilities of the ICT Director were rearranged or grouped by categories and also edited to reflect the expectations of the larger RSU district. Salary and benefits were recommended to be “within a range” depending on experience and preparation.

The Committee was then presented with a consideration of the RSU principals’ salary and benefits from the Policy and Personnel Committee and agreed that a 2010 contract expiration date should be recommended in order to bring expectations and remuneration under an RSU contract.

The Committee was also provided with an Essential Programs and Services (EPS) chart analysis of staff / student ratios throughout the district in order to provide a foundation upon which the budget will be constructed.

The meeting adjourned at 8:00 p.m.

Respectfully Submitted,

Donald L. Siviski
Superintendent of Schools

7.4 Negotiations Committee

8.0 SUPERINTENDENT'S REPORT

8.1 Posting Interview Schedule

8.2 Workshop – 2/5/09

8.3 Financial Update / CO%

8.4 Standards Based Diploma – 2/10/09

8.5 Administrative Review – 2/23/09

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

Attending: Board and Superintendent

Director Rich Howard **motioned** to enter into Executive Session for the purpose of discussing negotiations. Director Jon Lambert **seconded** the motion, **voted in favor 9-0.**

Time in: 7:47 p.m. Time out: 8:42 p.m.

9.0 ITEMS FOR FUTURE MEETINGS

- Calendar – Rotating Meetings to RSU Towns

10.0 ADJOURNMENT

Director Rich Howard **motioned** to adjourn the meeting at 8:45 PM. Vice-Chair Jim Grandahl **seconded** the motion, **voted in favor 9-0.**

Respectfully Submitted,

Donald L. Siviski
Superintendent of Schools