

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

DATE: MONDAY, MARCH 23, 2009
PLACE: RICHMOND HIGH SCHOOL
TIME: 6:00 PM

PRESENT: Chair O'Neil LaPlante, Vice-Chair Jim Grandahl, Directors Joan Drappeau, Dawn Gallagher, Rich Howard, Jon Lambert, Linda Leet, Sarah McNaughton, Cory Munsey, Mark Pearson and Tracey Woodman

MEMBERS ABSENT: Director Gary Getchell

ALSO PRESENT: Donald Siviski, Superintendent of Schools
Administrators Deb Emery, Steve Ouellette, Steve Philbrook, Katie Spear, John Armentrout, Don Ferrara, Vicki Raymond, Steve Lavoie, Sue Hunt, Deb Soule, John Williamson, Martha Witham and Deb Fisk
Also: Jill Adams, Renee Page and Sherry Moody and 5 members of the public

1.0 CALL TO ORDER/QUORUM PRESENT

Chair O'Neil LaPlante declared a quorum and called the meeting to order at 6:00 p.m.

2.0 APPROVAL OF MINUTES OF REGULAR BOARD MEETING OF MARCH 9, 2009

Director Rich Howard **motioned** to approve the minutes of the Regular Board Meeting of March 9, 2009. Director Sarah McNaughton **seconded** the motion, **voted in favor 10-0.**

3.0 ADJUSTMENT(S) TO AGENDA

Move item 6.7 to 8.5.

Add to 6.1 - correction to AD job description.

4.0 PUBLIC COMMENT

4.1 Public Comment on Agenda Items

Jill Adams asked on clarity for Item 6.3 and 6.4.

Renee Page asked for the anticipated timing of Second Reading of Policy JL in Item 6.2.

5.0 OLD BUSINESS

5.1 Second Reading and Approval of policies

Director Cory Munsey **motioned** to approve the Second Reading of the Policy and Personnel Committee's recommendation of the following policies.

- ADAA - School System Commitment to Standards for Ethical and Responsible Behavior
- ADC - Tobacco Use and Possession
- ADF - School District Commitment to Learning Results
- BBA – School Board Roles and Responsibilities

Director Jon Lambert **seconded** the motion **voted in favor 11-0.**

6.0 NEW BUSINESS

- 6.1 Approval of Job Descriptions
Director Linda Leet **motioned** approval of the Policy and Personnel Committee's recommended job descriptions.
- Assistant Business Manager
 - Bookkeeper
 - Part-Time CO Administrative Assistant
 - Athletic Director - edit
- Director Sarah McNaughton **seconded** the motion, **voted in favor 11-0**.
- 6.2 Approval of First Reading Policies
Director Rich Howard **motioned** approval of the Policy and Personnel Committee's recommendations for First Reading of the following policies.
- DN – School Properties Disposition
 - EBCA - Comprehensive Emergency Management Plan
 - EBCC – Bomb Threats
 - ECB - Pest Management in School Facilities and on School Grounds
 - EEAEAA – Drug and Alcohol Testing of School Bus Drivers
 - EEAEAA-R - Drug and Alcohol Testing of School Bus Drivers Procedure
 - EFE - Competitive Food Sales
 - JL – Student Wellness
- Director Jon Lambert **seconded** the motion, **voted in favor 11-0**.
- 6.3 Approval of the following Nominated Personnel
Director Sarah McNaughton **motioned** to approve the following nominated personnel.
- Asst. Superintendent: Martha Witham
 - Asst. Principals: Donald Ferrara, Blayne Frost, Stephan Ouellette, John Williamson
 - Athletic Directors: Tim Johnson, HDHS & HDMS; Stephan Ouellette, Monmouth MS /Monmouth Academy; Gary Carter, Richmond HS and MS
- Director Cory Munsey **seconded** the motion, **voted in favor 11-0**.
- 6.4 Elimination of Position
Director Jon Lambert **motioned** to approve the elimination of one .5 Asst. Principal at Richmond Middle School. Director Cory Munsey **seconded** the motion, **voted in favor 8,242 – 5,281 (weighted vote)**.
- 6.5 Approval of Nomination for Probationary 1 to Probationary 2 Contract Teachers
Director Jon Lambert **motioned** to approve the nomination of the following teachers for a second year Probationary contract.
- Jane Gilbert, HDHS
 - Nicole Novak, HDHS
 - Jennifer Sculli, HDHS
 - Matthew Shea, HDHS
 - Brandon Terrill, HDHS
 - Jennifer Paisley, HDMS
 - Judith Skehan, HDES
 - Gail Casson, HD District,
 - Karen Collin, Monmouth HLC School

- Allison Miles, Monmouth HLC School
 - Kari Simpson, Monmouth HLC School
 - Trent Emery, Monmouth MS
 - Corri Ferguson, Monmouth MS
 - Alyssa Littlefield, Monmouth Academy
 - Brenda Sawyer, Richmond MS
 - Lisa Arias, Richmond HS
 - Kimberly Silsby, Richmond HS
- Vice-Chair Jim Grandahl **seconded** the motion, **voted in favor 11-0**.

- 6.6 Approval of Nomination for Probationary 2 to Continuing Contract Teachers
 Director Sarah McNaughton **motioned** to approve the nomination of the following teachers for a Continuing contract.
- Kimberly Hyde, HDES
 - Ashley Thayer, HDES
 - Jodi Kushik, HDMS
 - John Merrifield, HDHS
 - Joanna Bachelder, HD
 - Megan Anderson, Monmouth MS
 - Jocelyn Curtis, Monmouth Academy
 - Melissa Michaud, Monmouth HLC School
 - Eric Palleschi, Monmouth MS
 - Nicole Bolduc, Richmond MBS
 - Brent Luchies, Richmond MBS
 - Megan Hayes, Richmond HS
 - Robert Lippert, Richmond HS
 - Kellie Shaughnessy, Richmond MBS
 - Jonathan Spear, Richmond
- Director Jon Lambert **seconded** the motion, **voted in favor 10-0-1 (Rich Howard abstained)**.

- 6.7 Executive Session – Negotiations
 Moved to 8.5.

7.0 COMMITTEE REPORTS

- 7.1 Policy and Personnel Committee – Chair Tracey Woodman
 Committee Chair Tracey Woodman reported that First Readings are intended for the public posting of a Policy for comment and suggestions. Second Readings may be delayed to afford various groups (Wellness Collaborative) to share their proposals.

RSU #2 Policy and Personnel Committee Meeting
 Marcia Buker Elementary School in Richmond
 March 5, 2009 – 5:00 P.M.

Present: Committee Chair Tracey Woodman, Directors Cory Munsey, Dawn Gallagher and Rich Howard, Board Chair O’Neil LaPlante and Superintendent Donald Siviski

The Committee reviewed the data for Assistant Principal student to administrator ratios and recommended that a .5 (one half) position at Richmond MS/HS be reduced. The proposal will be presented to the RSU Board. Additionally, the Athletic Director job description will include a minor change with the inclusion of “/salary” after stipend in the summary.

First Readings were reviewed with recommended changes included in the Policies presented to the Board on March 23rd: DN, EBCA, EBCC, ECB, EEAEAA, EEAEAA-R.

Policies EFE – Competitive Foods and JL – Wellness are presented as 1st Reading for public review and current inter-district team collaboration. Recommendations from these existing Wellness Teams are requested and continued cooperation encouraged.

Many of these 1st Reading policies pertain to specific functions of the Directors of Buildings and Grounds, Food Service and Transportation and are specifically requested to provide an analysis to the Committee.

The following policies were reviewed and edited for 2nd Reading and Board approval: ADAA, ADC, ADF and BBA.

Policy AD was tabled so that individual philosophies from the regional schools could be incorporated.

Policy ADC-R was also tabled so that individual tobacco policies from the regional schools could be reviewed and compared prior to final approval.

Job descriptions for the Asst. Business Manager, Bookkeeper and part-time Adm. Assistant were edited and recommended for full Board approval.

The committee adjourned at 6.35 p.m.

Respectfully Submitted,

Donald L. Siviski
Superintendent of Schools

7.2 Buildings & Grounds, Food Service and Transportation Committee – Chair Rich Howard

Committee Chair Rich Howard reported that the Directors of the Departments of Buildings and Grounds, Food Service and Transportation have already developed proposals for efficiencies and listings of projects for any stimulus funds. Monmouth kitchens and high school cafeteria will be reviewed this week.

RSU #2 Building and Grounds, Food Service and Transportation Committee Meeting
Marcia Buker Elementary School in Richmond
March 16, 2009 – 6:00 P.M.

Present: Committee Chair Rich Howard, Directors Joan Drappeau, Jon Lambert, Sarah McNaughton and Mark Pearson, Board Chair O'Neil LaPlante and Superintendent Donald Siviski

Also Present: Rick Cote, Frank Farias, Gordon Murray, Vicki Raymond, Katie Spear and Betty Stevenson

1. Meeting called to order by Committee Chair Richard Howard at 6:02 p.m.
2. The Chair gave Director of Buildings and Grounds Gordon Murray a copy of the Pest Control policy he received from the Policy and Personnel Committee. Gordon will review it and report back at the next committee meeting. Rich also mentioned that both the Wellness Policy and Tobacco Use and Possession policies were being reviewed but would not be approved until everyone had a chance to comment.
3. Gordon Murray passed out a written report.
 - A. He is looking at the Monmouth head custodial situation.
 - B. He is looking at the overtime issue.
 - C. May need \$29,000 to purchase equipment.
 - D. Talked about the stimulus package.
 - E. Waiting to get access to Building assessments from DOE.
 - F. Talked about possible RSU projects (starting locally this school year and the following RSU year).
4. Katie Spear, Director of Transportation, noted the following:
 - A. Met with Steve Ouellette (Monmouth) to compare issues common to both Richmond and Monmouth.
 - B. Will meet with Vicki Raymond on 3/17 to go over budget.
 - C. Will meet with Monmouth bus drivers on Friday 3/20.
5. Vicki Raymond, Business Manager, handed out a Transportation Spreadsheet.
 - A. Need to break down chart in more detail. Are all transportation costs included? (others?)
 - B. Need to break it down to cost per mile.
6. Betty, Director of Food Service, highlighted the following:
 - A. Need to look into creating a full service kitchen at Monmouth Academy.
 - B. Safety issue with Monmouth's dishwashing set-up. Need new dishwasher. (Stimulus idea?)
 - C. Meal price same for all schools.
 - D. Possible purchase of a sandwich bar for Monmouth and Richmond in order to generate more revenue to become self sufficient. It's generally shown this will increase participation.
 - E. Dresden on line with software package FY' 10.

7. Donald Siviski, Superintendent of Schools, informed the Committee on the stimulus / recovery package proposed by the Federal and State Government.
 - A. Money for lighting, heating, storage efficiencies to save future cost.
 - B. Early Childhood Special Ed. funds and Title One emphasis.
 - C. Still more information needed including how much we will receive.
8. The Committee agreed in general terms that anything that could be done with Economic Stimulus money (i.e. capital improvements) this year would be beneficial to the RSU as we go forward.

The meeting adjourned at 7:10 p.m.

Respectfully Submitted,
Rick Cote

- 7.3 Finance and Budget Committee – Jim Grandahl
Committee Director Jim Grandahl reported that the Committee has developed a common language and cost center interpretation so that a cost per student analysis can be achieved and investigated. Once the subsidy numbers arrive from the DOE the total package will be compiled and explained.

RSU #2 Finance and Budget Committee Meeting
Marcia Buker School in Richmond
March 16, 2009 – 8:00 P.M.

Present: Directors Jim Grandahl, Cory Munsey, Mark Pearson, Tracey Woodman,
Board Chair O'Neil LaPlante and Superintendent Donald Siviski

Absent: Committee Chair Gary Getchell and Director Sarah McNaughton

Also Present: Business Manager Vicki Raymond and Director of Communication
Technology John Armentrout

Business Manager Vicki Raymond distributed a spreadsheet which highlighted amounts included in each of the eleven cost centers for each district in the RSU. Differences between the 1st Draft and the 2nd Draft articulated shared positions across the RSU as well as moving various expenditures into aligned/same cost centers.

Vicki also presented a preliminary budget analysis by Child Count so that a cost/student could be reviewed across districts within the RSU. The Committee will now access differences and determine why costs are evaluated or depressed in certain centers. Final adjustments will be made prior to such analysis to reflect the change in anticipated increases for Health Insurance, negotiations and liability/vehicle insurance premiums.

With the reduced cost of oil and Health Insurance the overall budget increases can be managed. With the combination of district cost into one budget the mathematical double financing of secondary students from Dresden attending school in Hall-Dale reduces the actual overall budget for the RSU.

The Committee will develop questions that need to be addressed prior to their Thursday workshop at 5:30 in the Hall-Dale Central Office.

The meeting adjourned at 9:30 p.m.

Respectfully Submitted,

Donald L. Siviski
Superintendent of Schools

- 7.4 Negotiations Committee – Chair Dawn Gallagher
Committee Chair Dawn Gallagher reported that the merging of over a dozen individual contracts has been and will continue to be time consuming and difficult, yet necessary to achieve consistency across the RSU.

RSU #2 Negotiations Committee Meeting

Marcia Buker School in Richmond

March 16, 2009 – 7:00 P.M.

Present: Committee Chair Dawn Gallagher, Directors Cory Munsey, Mark Pearson, Tracey Woodman, Board Chair O’Neil LaPlante and Superintendent Donald Siviski

Absent: Directors Gary Getchell and Linda Leet

Also Present: Roger Kelley (DWM) and Business Manager Vicki Raymond

Committee Chair Dawn Gallagher opened the meeting with a review of the challenges/tasks that need to be completed. Consultant Roger Kelley was asked to explain the status of “unit determination” and a suggested focus of the Committee’s energy and preparation.

An analysis of what currently exists in various contracts was reviewed and determined to be useful as a resource when constructing a new employer bargaining agreement.

A workshop was tentatively planned for Tuesday, March 24th.

The meeting adjourned at 7:30 p.m.

Respectfully Submitted,

Donald L. Siviski
Superintendent of Schools

8.0 SUPERINTENDENT’S REPORT

- 8.1 RSU Adm. Team – Workshop with facilitator; July Retreat Board/Adm. Team
- 8.2 Improved Teaching and Learning
 - Laptop 9-12
 - College Readiness – Chief Academic Officers, UMA
 - Studying Skillful Teaching Course on site ‘09
- 8.3 Negotiations Workshop April 7th

- 8.4 RSU and SAU Joint Board Meeting re: Stimulus and Budget Draft
- 8.5 Executive Session – Negotiations
Director Jon Lambert **motioned** to enter into Executive Session for the purpose of discussing negotiations. Director Cory Munsey **seconded** the motion, **voted in favor 11-0**.
Attending: Board and Superintendent
Time in: 6:37 p.m. Time out: 6:50 p.m.
Action taken: Chair O’Neil LaPlante appointed Directors Rich Howard, Cory Munsey, Dawn Gallagher and Gary Getchell to negotiate with the Superintendent to determine salary and benefits for 2009-2011.

9.0 ITEMS FOR FUTURE MEETINGS

RSU Communications

10.0 ADJOURNMENT

Director Jon Lambert **motioned** to adjourn the meeting at 7:15 p.m. Director Linda Leet **seconded** the motion, **voted in favor 11-0**.

Respectfully Submitted,

Donald L. Siviski
Superintendent of Schools

DLS/src