

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

DATE: WEDNESDAY, APRIL 7, 2010
PLACE: MONMOUTH ACADEMY
TIME: 6:00 PM

PRESENT: Chair O’Neil LaPlante, Vice-Chair Jim Grandahl, Directors Dawn Gallagher, Gary Getchell, Rich Howard, Jon Lambert, Linda Leet, Sarah McNaughton, Mark Pearson, Catherine Squires and Superintendent Donald Siviski

MEMBERS ABSENT: Directors Cory Munsey and Bill Matthews

ALSO PRESENT: Christine Chamberlain, Gordon Murray, Vicki Raymond, John Armentrout, Katie Spear, Steve Lavoie, Deb Marshall, Sue Hunt, Debbie Soule, Deb Fisk, Deborah Emery, Scott Bell, Martha Witham, Angela Bechard, Kendra Guiou, Jane Higgins, Richmond Boys Basketball Team, Coach Phil Houdlette, and about 100 citizens

1.0 CALL TO ORDER/QUORUM PRESENT

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

2.0 APPROVAL OF MINUTES OF THE REGULAR MEETING OF MARCH 3, 2010 AND THE WORKSHOPS OF MARCH 9, 2010 AND MARCH 31, 2010

Director Jon Lambert **motioned** to approve the minutes of the Regular Meeting of March 3, 2010 and the Workshops of March 9, 2010 and March 31, 2010. Director Sarah McNaughton **seconded** the motion, **voted in favor unanimously**.

3.0 ADJUSTMENT(S) TO AGENDA

Move Item 6.14 to 8.6.

4.0 PUBLIC COMMENT

4.1 Recognition of Richmond Boys Basketball Team for winning the 2010 Class D Sportsmanship Award

Principal Deb Fisk introduced the Richmond Boys Basketball Team and Coach Phil Houdlette. The Richmond HS Boys Basketball Team was recognized by the Board for earning a “runner-up” championship position for the last three years and being selected for their character receipt of the Class D Sportsmanship Award.

4.2 Introduction of State Rep. Student Board of Education Angela Bechard

Principal Scott Bell introduced Angela Bechard and the Board recognized and congratulated her for being selected as the Student Representative on the State Board of Education.

4.3 Public Comment on Agenda Items

Eleven members of the audience presented concerns about item 5.1.

5.0 OLD BUSINESS

5.1 Teacher Position Changes

Vice-Chair Jim Grandahl **motioned** to approve the recommended cuts in positions. Director Gary Getchell **seconded** the motion, **voted 4722 (yes) and 6521 (no). The motion failed.**

Director Dawn Gallagher **motioned** to have the Board meet again to consider the recommended position reductions. Director Sarah McNaughton **seconded** the motion, **voted 6521 (yes) and 4722 (no).** A date will be selected to conduct the meeting.

5.2 Approval of the Second Reading of Policies

Director Sarah McNaughton **motioned** to approve the second reading of the following policies.

- GCSA-R – Employee Computer and Internet Use Rules
- JFCK-R – Rules for Student Use of Cellular Telephones and Other Electronic Devices
- JFAAA – Tuition

Director Gary Getchell **seconded** the motion, **voted in favor unanimously.**

6.0 NEW BUSINESS

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

Director Rich Howard **motioned** to accept the retirement of Elizabeth Munzing, RHS, PE & Health Teacher. Director Mark Pearson **seconded** the motion, **voted in favor unanimously.**

6.2 Approval of Nominated Personnel

None

6.3 Approval of HDHS Out-of-Country Trip to Paris, Florence and Rome – Jane Higgins

Director Jon Lambert **motioned** to approve the HDHS out-of-country trip to Paris, Florence and Rome. Director Sarah McNaughton **seconded** the motion, **voted in favor unanimously.**

6.4 First Reading Job Description

Director Jon Lambert **motioned** to approve the Information Technology Support Technician I job description. Director Sarah McNaughton **seconded** the motion, **voted in favor unanimously.**

6.5 Approval of the Proposed RSU Governance Plan Re Recertification

Director Jon Lambert **motioned** to approve the RSU Governance Plan Re Recertification. Director Sarah McNaughton **seconded** the motion, **voted in favor unanimously.**

6.6 Mowing Bids

Director Gary Getchell **motioned** to approve the awarding of the mowing contract to Goodall Landscaping. Director Rich Howard **seconded** the motion, **voted in favor unanimously.**

Linda Leet offered comments of praise for current vendor not selected for reasons of financial bid process.

- 6.7 Option to Purchase Agreement
Director Rich Howard **motioned** to accept the Buildings and Grounds, Food Service and Transportation Committee recommendation to provide the Monmouth Water District with an assurance or “option to purchase” land adjacent to Monmouth Academy for the future use of an Elementary School. Vice-Chair Jim Grandahl **seconded** the motion, **voted in favor unanimously.**
- 6.8 Transportation Schedule Changes
Director Jon Lambert motioned to approve the Buildings & Grounds, Food Service and Transportation Committee’s recommendation that a single bus run be instituted in Monmouth next year. Director Mark Pearson **seconded** the motion, **voted in favor unanimously.**
- 6.9 Establish Dates of Public Hearing in each Town/City (May 24, 25, 26, 27)
Director Linda Leet **motioned** to establish May 24th in Dresden, May 25th at Hall-Dale, May 26th in Richmond and May 27th in Monmouth for public hearings. Director Jon Lambert **seconded** the motion, **voted in favor unanimously.**
- 6.10 Establish Date of RSU Budget Vote (June 1st at Monmouth Academy)
Director Linda Leet **motioned** to establish June 1st as the date of the RSU Budget Vote at Monmouth Academy. Director Jon Lambert **seconded** the motion, **voted in favor unanimously.**
- 6.11 Establish date of Validation Referendum (June 8th)
Director Linda Leet **motioned** to establish June 8th as the date of the Validation Referendum. Director Jon Lambert **seconded** the motion, **voted in favor unanimously.**
- 6.12 Reschedule June 2nd Regular Board Meeting to June 9th
Director Linda Leet **motioned** to reschedule the June 2nd regular Board meeting to June 9th. Director Jon Lambert **seconded** the motion, **voted in favor unanimously.**
- 6.13 Budget Validation Referendum Warrant Article
Director Linda Leet **motioned** to approve the recommendation of the Budget and Finance Committee to include a warrant article at the June 8th referendum to eliminate the validation referendum redundancy of budget approval. Director Jon Lambert **seconded** the motion, **voted in favor unanimously.**
- 6.14 Executive Session – Negotiations [1 M.R.S.A. § 405 (6)(D)] –Monmouth Teacher
Moved to 8.6

7.0 COMMITTEE REPORTS

- 7.1 Policy and Personnel Committee
Dresden Elementary School
March 10, 2010 5:30 PM
Present: Committee Chair Cory Munsey, Directors Gary Getchell and Bill Matthews and Board Chair O’Neil LaPlante
Absent: Director Dawn Gallagher and Catherine Squires
Also Present: Donald Siviski, Kendra Guiou, Roberta Hart, Lorraine Ravis, Vicki Raymond, John Armentrout and Martha Witham

1. The Committee reviewed the proposed Governance plan for recertifying teachers and ed. techs. Kendra Guiou, Lorraine Ravis and Roberta Hart presented an overview of the recertification process that local units have been managing and how the process and procedure would change as an RSU. Chapter 118 (Regulations for Recertification) approved by the State Board of Education and Legislature required all local districts to meet new requirements and submit a plan to the Dept. of Education by 12/31/09. The RSU proposal was submitted with a notation that upon approval by the RSU Board of Directors any amendments would be provided at a later date.

The Committee agreed to amend the proposed plan with a reduction from 14 to 10 members and to establish a single Governance Team rather than maintaining four separate local units. The plan will therefore be presented to the full Board with these changes.

2. John Armentrout, Director of IT presented policies GCSA-R – Employee Computer and Internet Use Rules and JFCK-R - Rules for Student Use of Cellular Telephones and Other Electronic Devices for Committee review and approval. These policies will be presented to the full Board for 2nd Reading.

Vicki Raymond, Director of Human Resources and John Armentrout proposed a job description for the two technicians in the technology area. This position does not currently have a job description or wage scale to align with expectations. A 1st Reading of the job description will be presented to the full Board.

3. Concerns were shared with the Committee in regard to a split shift schedule and part-time custodial expectation. The Committee agreed to reorganize these expectations for a greater efficiency and effectiveness. A proposal will be presented to the Buildings & Grounds, Food Service and Transportation Committee.
4. Policy JFAAA – Tuition Policy was reviewed after having discussed the Dresden choice option last month and will go to the full Board for approval as a transition policy and therefore 2nd Reading.
5. The job description of the Asst. Superintendent and the Principal were analyzed for proper alignment of expectations. The Committee decided to direct the Superintendent to administer the Principal job description to Martha Witham which would also include oversight of the library at the Dresden ES. The Committee also determined that the principal should devote her contract days to align with a student school year. Therefore as many contract days as possible will be devoted to school days when children are in attendance.
6. The Committee then reviewed the teacher positions proposed for reduction/elimination and the need to address the severe reduction of subsidy. It is also expected that transfers and retirements within the RSU will reduce the number of necessary layoffs. The Finance Committee will also review these position eliminations this month.
7. Committee Chair Cory Munsey requested policy and financial data on Extra/Co-Curricular cost for the committee to review. A sample policy for SAD 51 was

presented as well as a “general” interpretation of activity/athletic cost. The total Extra/Co-Curricula budget is \$600,000 which is comprised of the following \$300,000 stipends, \$100,000 Dues / Fees / Officials, \$100,000 Supplies / Materials, \$100,000 Transportation.

8. Gary Getchell presented the Committee with a facilities use problem that has recently surfaced. We have discovered that some “civic” groups have not considered liability insurance to protect the organizers from claims that may occur during their event/activity. The Committee will search for insurance provider information to help these groups protect themselves and their civic good will.

The meeting adjourned at 8:00 p.m.

Respectfully Submitted,
Donald L. Siviski
Superintendent of Schools

7.2 Buildings & Grounds, Food Service and Transportation Committee
Dresden Elementary School
March 17, 2010 5:30 PM

Members Present: Committee Chair Rich Howard, Director Jon Lambert and Board Chair O’Neil LaPlante

Also Present: Vicki Raymond, Gordon Murray, Katie Spear and Don Siviski

Absent: Directors Jim Grandahl and Sarah McNaughton

Committee Chair Rich Howard opened the meeting at 5:35 p.m. with a review of the request by the Monmouth Water District to secure land for a potential new school. An “option to purchase” agreement was obtained from legal counsel and will be proposed to the full Board April 7th.

The School Revolving Renovation Fund has been activated and Gordon Murray has so engaged Oak Point Associates to help the RSU submit a technical analysis of the mechanic air exchange ventilation system. The application will be submitted when completed. Each award is limited to \$1,000,000 per building. Gordon then offered a more detailed explanation of the Buildings and Grounds report that was submitted to the Committee. A Diesel card reader proposal to share fuel distribution with the City of Hallowell is being investigated, pest control monitoring continues at all waste/disposal and kitchen areas, plowing and mowing bids are being processed with recommendations being presented to the full Board.

Also, safety/security controls are being installed in the remaining facilities of the RSU. These controls are being financed through “one-time” stimulus funds. The Committee supported proposed consolidation of part-time custodian to full time position and shift changes that are being considered to address efficiencies and expectations of employees.

Vicki Raymond reported from Betty Stevenson that a “parent lunch” day on March 29th has been planned. She also projected savings of \$18,000 with satellite food preparation for Dresden ES at the Richmond MS/HS kitchen. Programs at Spurwink and MSAD #11 had been investigated. The financial balance for the RSU School Nutrition program has produced a self supported positive balance.

Katie Spear presented a “route” map of what a single bus run would follow. She traveled and timed each of the new runs so that all children would ride a same single run for HS, MS and ES. Savings in labor would offset the cost of an additional rental vehicle while fuel savings and cost/mile of vehicle overhead was substantial. A proposal will be made to the full Board April 7th. On the other hand the Committee became aware of the age and mileage of the vehicles in the fleet. Six of nine busses have between 150,000-230,000 miles and age between 8-18 years. The Committee is very apprehensive about these statistics and directed the Superintendent to investigate the replacement cost of the whole fleet. The Committee also agreed to declare 3 busses as salvage and dispose of them. Other Transportation services will be investigated for cost savings and include Late Bus, Pre-K, Spec. Ed. and Vocational.

The meeting adjourned at approximately 7:10 p.m.

Respectfully Submitted,
Donald L. Siviski
Superintendent of Schools

7.3 Finance, Budget and Transportation Committee
Dresden Elementary School
March 22, 2010 – 6:00 PM

Present: Committee Chair Jim Grandahl, Directors Mark Pearson, Sarah McNaughton, Catherine Squires, Gary Getchell and Board Chair O’Neil LaPlante

Also Present: Vicki Raymond, John Armentrout, Martha Witham and Donald Siviski

Guest: Nancy Russell

Committee Chair Jim Grandahl opened the meeting at 6:00 p.m. with an update from John Armentrout regarding Information and Communication Technology.

NetworkMaine will increase broadband to all Maine schools from the traditional 1.5 Mb/s to at least 10 Mb/s. RSU #2 will be serviced by Time Warner.

Tandberg video conferencing and distance learning equipment acquired from a Rural Utilities Service grant will be arriving next week with training provided immediately thereafter.

Telephone lines in Monmouth have been converted to internet protocol. At least 25 analog lines have therefore been disconnected.

E-rate will finance 60% of a First Class email service with the conversion of all IP addresses to a single RSU #2 address.

E-mail archiving is required and will become fully automated once the RSU #2 address is established.

The job description for a Technology Technician was presented to the Policy and Personnel Committee and was distributed to the Committee. The job description will parallel Ed. Tech. II wage scale and job expectations will be focused on the needs of the district and the ICT Dept. A First Reading is expected at the April 7th Board of Directors meeting.

Superintendent Siviski then reviewed the most recent subsidy report from the DOE with the Committee. With approval of all recommended cuts in positions and services a budget of \$23,520,000 (down from current \$24,983,169) will cause a request for tax increase of \$370,000. The Committee also wrestled with projected “balance forward” amounts and its affect upon multiple year budget computations. Jim Grandahl presented research and legal opinion on averaging property value amounts over a two year period to reduce the wide swings some towns experience, i.e. 9.96 to 1.36. A May referendum to adjust the cost sharing formula would need to be held and approved by 2/3 of the people voting. The Committee weighed the pros and cons of the proposal and Jim offered to develop more detailed explanation.

The Committee then reviewed “what if” scenarios should the public reduce the amount in the budget or fail to approve it as presented. Consideration for Middle School and High School sports, music festivals, as well as Elementary School programs, Art, Music, Foreign Language, etc. would need to be given.

Additionally, the Committee was apprised of the age and mileage of the busses in the Monmouth fleet. 80% of these vehicles could be considered for immediate replacement. Such a consideration/concern would have a significant impact upon the budget.

The Committee will recommend that the full Board approve the following.

- May 5 – RSU Board of Directors approve budget, warrant articles and town assessments
- May 11 – Budget mailers to Post Office for delivery
- May 24 – Public Hearing, Dresden
- May 25 – Public Hearing, Hall-Dale
- May 26 – Public Hearing, Richmond
- May 27 – Public Hearing, Monmouth
- June 1 – Regional Budget Meeting at Monmouth Academy (Richard Thompson has been secured as moderator.)
- June 8 – Budget Validation Referendum

Regular Board of Directors Meeting scheduled for June 2nd will be rescheduled for June 9th because of Richmond Town Meeting conflict on the 2nd.

Business Manager Vicki Raymond presented a comparison spreadsheet of the 11 cost centers over the two year period 2009-10 and 2010-11. The Committee requested notes to be attached that would summarize the reason for the reduction.

Vicki then distributed a listing of efficiencies, improved services and projected savings from recent proposed changes in the areas of Buildings and Grounds, Transportation, Food Services and Technology. The Committee will condense the information to be included in the budget presentation.

A spreadsheet was created which outlined the “open” accounts from each town that need to be forwarded to the RSU. Audit reports have outlined fund balances and summer accrued amounts for each prior district.

The Committee then reviewed the proposed position cuts that will be on the April agenda. All positions will be proposed for reduction with specific names of affected employees expected in May. Some positions will be addressed through retirement and transfers.

The Committee also agreed to propose to the full Board approval of a Warrant Article requesting the Elimination of the Budget Validation Referendum be considered by the citizens on June 8, 2010.

The meeting adjourned at 8:45 p.m.

Respectfully Submitted,
Donald L. Siviski
Superintendent of Schools

7.4 SBC Ad Hoc Committee – 3/29/10
March 29, 2010

Attending: Monmouth - Steven Philbrook, Michelle Neal, Christine Arsenault, Jana Armstrong, Addie Ortiz-Burnham, Ned Nugent, Corri Ferguson, Amy Dolan
Richmond - Kady Gould, Kim Plummer, Kim Silsby, Deborah Smith Fisk, Kristin Lorbeski, Troy Kendrick, John Libby, Ben Carver
Hall-Dale - Truax McFarland, Mary Fortier, Steve Lavoie, Dan Crocker, Debbie Paszyc
Dresden - Martha Witham, Roberta Hart, Barry Masterson, Stacy Chubbuck
School Board - Rich Howard
RSU - Christine Chamberlain

Actions:

Welcome and introductions were made.

Norms were established for the meetings. We agreed to:

- Start and end meetings on time
- Create a safe atmosphere of honesty and trust
- Agree to disagree – divergent opinions welcome
- Assume positive intent
- Determine a protocol to deal with disagreements
- Be physically and mentally present
- Have equal voices
- Mix it up (interact with people from other towns)
- Have food and water available

Clarified the School Board goal to implement standards-based education

Clarified the Ad Hoc Committee as an advisory committee with the purpose of “assisting the RSU communities and staff in successfully achieving a Standards-Based, Student-Centered School System.”

An overview of the current status of educational achievement in the US, Maine, and locally was provided via PowerPoint

To begin the process of developing a shared vision among the Ad Hoc Committee members, each table group created an affinity diagram answering one question.

Results were shared with the whole group (see below)

It was proposed that a “Shared Visioning” meeting be held with a large gathering of stakeholders from each community. The purpose would be to have a discussion about the state of education in the US, Maine, and locally, and to determine whether the current data meets the hopes/expectations of the larger community.

A date of April 29th was selected for the large Shared Visioning meeting

Reps from each town created a list of 25 stakeholders (business, parents, teachers, students, town government) to invite to the meeting. They identified who would make a personal contact to invite each person on the list.

The Ad Hoc Committee will attend the April 29th Shared Visioning meeting to participate.

The next Ad Hoc Committee meeting will be May 27th at Hall-Dale HS 5:30-7:00 p.m.

The following questions were used by table groups to develop affinity diagrams. This work will continue at our next meeting.

1. What values and beliefs do we uphold?

Categorized with:

- All students can learn
- Individuality styles and strengths
- Fostering strong values
- Education (diversity, understanding, engaged, success, nation)

2. If needed, how do we change our current system to meet the needs of all students?

Categorized with:

- Students
- Training and staff development
- Shared vision
- Reporting and recording
- Curriculum/assessment

3. How can we support the schools?

Categorized with:

- Resources
- Professional Development

4. What will students needs to know in the 21st Century?

Categorized with:

- Communication
- Problem solving
- Creativity
- Technology
- Responsibility
- Interpersonal skills
- Lifelong learner

5. What do we want our graduates to know and be able to do?

Categorized with:

- Personal skills and qualities
- Career prep
- Societal skills
- Core skills

6. How will we know our school system has made progress?

Categorized with:

- Data
- 21st Century skills

- Common language
- Student centered

7. According to current research, how are our students doing?

Categorized by:

- What it all means
- General comments
- Descriptions
- Assessment data

8.0 SUPERINTENDENT'S REPORT

8.1 Newly Hired, Newly Appointed Personnel

- Sharon Bouchard, Central Office and Spec. Ed. Adm. Secretary
- Kathryn Nadeau, MMS, Title One Ed. Tech. III
- Norman Bachelder, RHS/MS, Custodian
- Mike Ladner, HDMS, 8th Grade Baseball Coach
- Josh Acedo, HDMS, 7th Grade Baseball Coach
- Staci Roy, RMS, Softball Coach

8.2 Resignation(s)

8.3 State of Maine DOE Race to Top Application

8.4 Budget Summary – Cost Centers

8.5 April Board Events Calendar

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

Attending: Board and Superintendent

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

Time in: 8:25 p.m. Time out: 8:45 p.m.

Action Taken: Director Rich Howard **motioned** to accept the Superintendent's recommendation for a Memorandum of Understanding. Director Linda Leet **seconded** the motion, **voted in favor 10 – 1 (O'Neil LaPlante)**

9.0 ITEMS FOR FUTURE MEETINGS

- Dresden Statute 1487
Local Warrant Articles – for funding position reductions

10.0 ADJOURNMENT

Director Jon Lambert **motioned** to adjourn the meeting at 8:50 p.m. Director Rich Howard **seconded** the motion, **voted in favor unanimously.**

Respectfully Submitted,

Donald L. Siviski
Superintendent of Schools