

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

DATE: WEDNESDAY, MAY 4, 2011
PLACE: HALL-DALE HIGH SCHOOL
TIME: 6:00 PM

PRESENT: Chair O'Neil LaPlante, Vice-Chair Jim Grandahl, Directors Dawn Gallagher, Rich Howard, Jon Lambert, Linda Leet, Bill Matthews, Sarah McNaughton, Sherry Moody, Cory Munsey, Mark Pearson and Annya Rice

MEMBERS ABSENT: None

ALSO PRESENT: Donald Siviski, Vicki Raymond, Steve Lavoie, Deb Fisk, Mary Helen Williams, Deborah Emery, Steve Philbrook, Deb Marshall, Katie Spear, John Armentrout and Christine Chamberlain

1.0 CALL TO ORDER/QUORUM PRESENT

Chair O'Neil LaPlante declared a quorum present and called the meeting to order at 6:01 p.m.

2.0 APPROVAL OF MINUTES OF THE REGULAR MEETING OF APRIL 6, 2011 AND THE BOARD BUDGET WORKSHOP OF APRIL 25, 2011

Director Jon Lambert **motioned** to approve the minutes of the Regular Meeting of April 6, 2011 and the Board Budget Workshop of April 25, 2011. Director Cory Munsey **seconded** the motion, **voted in favor unanimously.**

3.0 ADJUSTMENT(S) TO AGENDA

Director Rich Howard **motioned** to accept the following adjustments to the agenda.

Move Item 6.6 to 4.2

Move Item 6.7 to 4.3

Move Item 6.8 to 4.4

Move Item 8.3 to 4.5

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

4.0 PUBLIC COMMENT

4.1 Public Comment on Agenda Items
None.

4.2 Dresden ES Grade 5 Field Trip to Boston
Following a presentation by Principal Deborah Emery, Director Jon Lambert **motioned** to approve the Dresden ES Grade 5 trip to Boston. Director Sarah McNaughton **seconded** the motion, **voted in favor unanimously.**

4.3 Monmouth Academy Out-of-Country Trip to Athens and Islands of Greece
Following a presentation by Christine Arsenault, Director Rich Howard **motioned** to approve the Monmouth Academy Out-of-Country trip to Athens and the Islands of Greece. Director Bill Matthews **seconded** the motion, **voted in favor unanimously.**

- 4.4 Richmond HS Student Out-of-Country Trip to Montreal, Canada
Following a presentation by Valerie Jeffers, Director Sarah McNaughton **motioned** to approve the Richmond HS trip to Montreal, Canada in March 2012. Director Jon Lambert **seconded** the motion, **voted in favor unanimously.**
- 4.5 Melmac Report
Bonnie Harris presented the Melmac Report to the Board.

5.0 OLD BUSINESS

- 5.1 Second Reading and Approval of Job Description
Director Sarah McNaughton **motioned** to approve the Policy and Personnel Committee's recommended Van Driver job description. Director Jon Lambert **seconded** the motion, **voted in favor unanimously.**
- 5.2 Second Reading and Approval of Policies
Director Jon Lambert **motioned** to approve the second reading of the following policies.
- IJNDB-R – Student Computer and Internet Rules
- IJND-R – Web Site Rules and Guidelines
Director Bill Matthews **seconded** the motion, **voted in favor 9,256 – 2,424 (Mark Pearson, Annya Rice)**

6.0 NEW BUSINESS

- 6.1 Approval of Resignation(s) / Retirement(s)
Director Mark Pearson **motioned** to accept the following retirements with regret.
- Joline Rees, HDES, Grade 1
- Cynthia McLean, HDES, Grade 3
- Blayne Frost, HDMS, Asst. Principal/ELA Teacher
- Florence Steuerwalt, MMS, Guidance Counselor
Director Jon Lambert **seconded** the motion, **voted in favor unanimously.**
- 6.2 Approval of Nominated Personnel
None.
- 6.3 Approval of Nomination for Probationary 1 to Probationary 2 Contract Teachers
Director Sarah McNaughton **motioned** to approve the Superintendent's nomination of the following Probationary 1 teachers to Probationary 2 contract.
- Meghan Skelton, DES, Grade 2
- Heather Gallant, HCES, Grade 1-2 Looping
- Carolyn Nott, HDES, Grade 3
- Andrea Freed, HDMS, Science / ELA
- Jennifer Rasmussen-Norton, HDHS, Spanish
- Jesse Hargrove, RHS, Social Studies
- Robert Nichols, RSU, ELL Teacher
Director Jon Lambert **seconded** the motion, **voted in favor unanimously.**
- 6.4 Approval of Nomination for Probationary 2 to Continuing Contract Teachers
Director Rich Howard **motioned** to approve the Superintendent's nomination of the following Probationary 2 teachers to Continuing contract.

- Jamie White, DES, Pre-Kindergarten
 - Aaron Gagnon, DES, Music
 - Lauri-Beth Rankin, DES and RHS, Health/PE
 - Amelia Clukey, HDMS, Social Studies
 - Mary Fortier, HDES, Special Education
 - Hannah McKay, HDMS, Title VI
 - Virginia Massey, HDHS, Special Education
 - Dewey Hernandez, HDHS, Special Education
 - Carol Rizzo, HDHS, Math
 - Jennifer Kam, MMS, Grade 4
 - Tyler Tracy, MMS, PE/Health
 - Jamie Juntura, MA, Math
 - Nick Pascarella, MA, Science
 - Dennis Price, MA, English
 - Laura Damon, MA, Art
 - Brett Witherell, MA, Special Education
 - Valerie Jeffers, RHS, Foreign Language
 - Rhonda Wilson, RSU, Occupational Therapist
 - Lynda Simmons, RSU, Psych. Examiner
 - Christine Goulette, Monmouth Schools, Technology Integrator
- Director Sarah McNaughton **seconded** the motion, **voted in favor unanimously.**

- 6.5 Approval of Reduction of Staff
 Director Cory Munsey **motioned** to approve the reduction of the Monmouth MS secretary, Cynthia Ferguson to 50%. Director Sarah McNaughton **seconded** the motion, **voted in favor unanimously.**
- 6.6 Dresden ES Grade 5 Field Trip to Boston
 Moved to 4.2
- 6.7 Monmouth Academy Out-of-Country Trip to Athens and the Islands of Greece
 Moved to 4.3
- 6.8 Richmond HS Student Out-of-Country Trip to Montreal, Canada
 Moved to 4.4
- 6.9 Approval of Director of Guidance
 Director Sarah McNaughton **motioned** to approve the Policy and Personnel Committee's recommendation for a position of Director of Guidance. Director Jon Lambert **seconded** the motion, **voted in favor unanimously.**
- 6.10 Last Student Day – ½ day
 Director Jon Lambert **motioned** to make the last student day an Early Release Day throughout the RSU. Director Cory Munsey **seconded** the motion, **voted in favor unanimously.**

6.11 Approve Warrant Articles for FY'12 School Budget

Director Jon Lambert **motioned**

That the warrant for the Regional School Unit No. 2 (the “Regional School Unit”) Budget Meeting presented to the meeting be and is hereby approved and that a Regional School Unit budget meeting be and is hereby called for May 31, 2011 for the purpose of voting on the annual budget for the Regional School Unit for the 2011-2012 fiscal year.

That the Warrant and Notice of Election for the Regional School Unit Budget Validation Referendum presented to the meeting be and is hereby approved, and that a Regional School Unit budget validation referendum be and is hereby called for June 7, 2011 for the purpose of approving the budget adopted at the Regional School Unit budget meeting for the 2011-2012 fiscal year.

That the form of Notice of Amounts Adopted at Budget Meeting presented to this meeting be and is hereby approved, and that the Superintendent of Schools of the Regional School Unit is hereby authorized and directed to complete said Notice by adding the amounts approved by the voters for each expenditure category and the total school budget summary expenditure amount, all in accordance with the Regional School Unit budget meeting on May 31, 2011, and to cause copies of said notice, as completed, to be delivered to the municipal clerks of each municipality of the Regional School Unit for posting at the polling places for the June 7, 2011 Regional School Unit budget validation referendum.

Director Sarah McNaughton **seconded** the motion, **voted in favor 13,094-1,284 (Annya Rice)**

6.12 Approve Assessment to Towns

Director Linda Leet **motioned** to accept the Assessment to the Towns as presented.

<u>Town</u>	<u>Local Fund Allocation</u>	<u>Local Additional</u>	<u>TOTAL LOCAL</u>	<u>Local Ad. Ed.</u>	<u>TOTAL LOCAL</u>
Dresden	\$1,174,657	\$104,229	\$1,278,886	\$0	\$1,278,886
Farmingdale	\$1,497,735	\$132,896	\$1,630,631	\$0	\$1,630,631
Hallowell	\$1,769,643	\$157,023	\$1,926,666	\$0	\$1,926,666
Monmouth	\$2,996,964	\$265,925	\$3,262,889	\$16,346	\$3,279,235
Richmond	\$2,231,662	\$198,018	\$2,429,680	\$37,738	\$2,467,418
	\$9,670,662	\$1,808,090	\$10,528,752		\$10,582,836

Director Jon Lambert **seconded** the motion, **voted in favor 13,094-1,284 (Annya Rice)**.

- 6.13 Approval of Policy IKA – Hall-Dale Performance Reporting System
 Director Dawn Gallagher **motioned** to approve the second reading of Policy and Personnel Committee’s recommendation for Policy IKA – Hall-Dale Performance Reporting System. Director Jon Lambert **seconded** the motion, **voted in favor unanimously**.
- 6.14 Awarding of Surplus Bus Bid
 Director Rich Howard **motioned** to approve the B&G, FS and Transportation Committee’s recommendation to award the surplus bus bid to Bus and Transit Sales, Inc. Director Jon Lambert **seconded** the motion, **voted in favor unanimously**.

7.0 COMMITTEE REPORTS

- 7.1 Policy and Personnel Committee
 April 27, 2011 5:00 p.m. at Monmouth Academy
 Present: Committee Chair Cory Munsey, Director Rich Howard and Board Chair O’Neil LaPlante
 Absent: Directors Dawn Gallagher, Linda Leet and Sherry Moody
 Also Present: Donald Siviski, Vicki Raymond, Gordon Murray and Christine Chamberlain
1. The Monmouth Academy Program of Studies was reviewed and approved with minor changes. The committee was very pleased with the edits incorporated into the most recent edition.
 2. Hall-Dale Policy IKA – Performance Reporting System was reviewed and a recommendation from the Leadership Team and suggestions received from the monthly parent meetings held this year. The amendment adds gradations of 2.5 and 3.5 to the reporting scale. This adjustment is also supported by Mr. Hammonds.
 3. The committee reviewed the request from the Superintendent to allow “Superintendent Agreements” within the RSU at the High School level. Given the existing practice of 15% of the Dresden secondary students having the option of choice and the request of parents from other towns in the RSU to attend a different high school, the Superintendent proposed that a similar process be adopted for placement within the RSU. Superintendent Agreements are only awarded for compelling reasons after all avenues of resolve have been addressed and the receiving principal agrees with the placement. Transportation is also the responsibility of the parent. The committee agreed with the recommendation of a 15% cap and application award for compelling reasons, under the transfer alignment of the Superintendent Agreement statute.
 4. The committee also recommended that expectations for evening band and chorus concerts which are required for student course credit be considered part of the regular school day. Stipends should exist for District level competition, festivals and/or exchange concerts which are beyond the expectation of the course credit requirements. All middle and high school programs will be consistent on this practice.

5. The Second Reading of the Van Driver job description was approved as modified to include an expectation of confidentiality regarding the needs of the students being transported. The amended job description will be submitted to the Board for approval.
6. The committee also approved the Second Reading of the Technology Policy regulations for IJNDB-R and IJND-R and will present them for Board approval in May.
7. The committee reviewed the Facility Use Policy for Board position on recent violation of use. The committee agreed: Damage resulting from use or abuse will be billed to the approved group/sponsor or in the case of abuse to the person responsible. Should a responsible party refuse to make restitution, law enforcement will be engaged to prosecute the behavior and obtain restitution.
8. Committee Chair Cory Munsey recommended that the committee invite all town/city managers to attend a meeting on May 11, 2011 to discuss community use of school facilities. The purpose of the meeting is to review and improve the approval process as well as the need to have community groups insured against liable events during their function. The committee was in full support of this meeting and its purpose.
9. The committee reviewed a request from Guidance Counselor Greg Henderson to decide on a course of action for inactive and/or non-performing scholarship accounts which name the School Board as Trustee. The committee recommended that all "such" accounts which name the School Board as Trustee be consolidated to again accumulate enough interest to award an annual scholarship.
10. A citizen request to retire a sports number was considered by the committee. Sample policies from other schools were requested so that a draft criteria could be created prior to inviting the requesting sponsor to participate in the discussion and determination.
11. The committee was also asked by the Superintendent to consider a "plan B" response to the referendum. The Superintendent recommended that the committee review the EPS ratios and make cuts (if necessary) whenever the number of employees exceed the minimums.

The meeting adjourned at 6:10 p.m.

Respectfully Submitted,

Donald L. Siviski, Superintendent of Schools

7.2 Buildings & Grounds, Food Service and Transportation Committee
April 27, 2011 6:00 p.m. at Monmouth Academy

Members Present: Committee Chair Rich Howard, Directors Jon Lambert, Sarah McNaughton and Board Chair O'Neil LaPlante

Also Present: Supt. Donald Siviski, Vicki Raymond, Katie Spear, Gordon Murray, Betty Stevenson and 6 citizens

Committee Chair Rich Howard opened the meeting with an update from Gordon Murray.

1. Site preparation for the Richmond MS/HS project has begun. Contract “walk-throughs” will be conducted this week in preparation for equipment storage and school furniture relocation. Gordon Murray and Frank Farias will serve as “owners representatives” and will post digital progress reports on the web page throughout the project.
2. The Monmouth MS bus loop project was updated and included progress on permitting and a discussion about cost. The committee decided to pursue a less expensive option of a bus gravel loop without additional parking.
3. The committee was asked for a position on “indoor worm composting” which is currently occurring at some elementary schools. Given the RSU “Integrated Pest Management” [IPM] policy and interventions to control insects and rodents at school sites the committee recommended that such composting be conducted outside and monitored sufficiently and effectively to meet the IPM requirements.
4. Gordon reported on his conversation with John Youde from the Maine Power Options organization which manages a state-wide bid for fuel. Given the current cost per gallon an index price (rack + \$.xx) from a stable company will be investigated. The price is expected to decrease as it did in 2008 later this summer at which time a fixed price will be considered.

The committee then addressed the sub contracting contract language and the request of the Board for information. The Ad Hoc contract group completed and provided a cost comparison as requested by the Board for a vendor and RSU cost/mile. The committee requested that the Ad Hoc contract group reconvene and author a majority/minority recommendation to the Board to achieve cost savings in the budget.

Food Service Director Betty Stevenson reported that her department will not require budget support for the meals served at the school. Even though May and June are not financially productive months for the Food Service department she expects to end the year with a balance for the second year. She will also need to investigate equipment replacement cost and facility modifications to meet state codes.

Bids for surplus busses were received:

	Bus #6 2001 Freightliner	Bus #81 1997 GMC
Ken’s Drag In Auto Inc	\$1,050.00	\$1,050.00
Scott Kemp		\$ 805.00
Morrison and Sylvester	\$ 601.00	\$ 401.00
Bus and Transit Sales, Inc	\$2,501.01	\$1,285.01
Bob Anair	\$1,801.00	\$1,201.00

The committee will recommend that “Bus Transit Sales, Inc” be awarded the bid for a 2001 vehicle \$2,501.01 and a 1997 vehicle \$1,285.01.

The full board will take action on the recommendation on May 4th.

Superintendent Siviski updated the committee on the latest development of acquiring the Reed Center for the Central Office. Currently, under a \$1 per year lease, the facility is part of a redevelopment of the old Stevens School Campus. The RSU has been promised a site on the campus which may or may not be the Reed Center. Local legislators will be contacted to submit legislation to extend the resolve for another 2 years.

During the development of the RSU all land and facilities were transferred from prior districts to the RSU. Deeds were researched and land maps developed and submitted to elected officials to process the transfer as outlined in statutes (Maine Law). Board representatives from Monmouth and Dresden were asked to investigate delays in that authorization.

The meeting adjourned at 7:15 p.m.

Respectfully Submitted,

Donald L. Siviski
Superintendent of Schools

7.3 Curriculum Committee

May 2, 2011 5:30 p.m. at Hall-Dale High School

Present: Committee Chair Christine Chamberlain, Director Jon Lambert

Absent: Directors Rich Howard, Sherry Moody and Annya Rice

Also Present: Ellen Vickers, PE/Health teacher at HDHS

The proposed course entitled “Empowering Young Women through a Hiking and Backpacking Experience” was reviewed. Several standards will be met and two credits will be earned upon completion of this course. The committee approved the course to be piloted this year with planned inclusion in the Program of Studies for 2012-2013.

The meeting adjourned at 6:00 p.m.

Respectfully Submitted,

Christine Chamberlain

Director of Curriculum, Instruction and Assessment

8.0 SUPERINTENDENT’S REPORT

8.1 Newly Hired, Newly Appointed Personnel

The Superintendent reported on the following newly appointed personnel.

- Christian Poulin, HDHS, Mentor (25%)

8.2 Resignation(s)

The Superintendent reported on the following resignations.

- Nora Segovia Reed, HDHS, Mentor
- Donald Olson, HDES, Custodian

8.3 Melmac Report – Moved to 4.5

8.4 May Board Events Calendar

8.5 Budget Report Cost Centers

9.0 ITEMS FOR FUTURE MEETINGS

- Code of Ethics Discussion

10.0 ADJOURNMENT

Director Jon Lambert **motioned** to adjourn the meeting at 8:18 p.m. Director Linda Leet **seconded** the motion, **voted in favor unanimously.**

Respectfully Submitted,

Donald L. Siviski
Superintendent of Schools

DLS/src