

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

DATE: THURSDAY, DECEMBER 1, 2011
PLACE: MARCIA BUKER ELEMENTARY SCHOOL
TIME: 5:00 PM – Board Retreat
6:00 PM – REGULAR BOARD MEETING

PRESENT: Chair Dawn Gallagher, Vice-Chair Jim Grandahl, Directors Jonathan Edwards, Jeff Gosselin, Jon Lambert, Carrie Long, Bill Matthews, Annya Rice, Michael Terrell, Robin Thayer and Shawna Wells

MEMBERS ABSENT: Director Linda Leet

ALSO PRESENT: Superintendent Virgel Hammonds, Mary Helen Williams, Vicki Raymond, Gordon Murray, Debbie Fisk, Katie Spear

GUEST(S): RHS Girls Soccer Team and Jayme Martin

1.0 CALL TO ORDER/QUORUM PRESENT

Chair Dawn Gallagher declared a quorum present and called the meeting to order at 6:04 p.m.

2.0 APPROVAL OF MINUTES OF THE REGULAR MEETING OF NOVEMBER 3, 2011

Director Jon Lambert **motioned** to approve the minutes of the Regular Board Meeting of November 3, 2011. Vice-Chair Jim Grandahl **seconded** the motion, **voted in favor unanimously.**

3.0 ADJUSTMENT(S) TO AGENDA

- Add 7.1 – Policy and Personnel Committee Meeting – 11/28/11
- 6.4 added to new business
- Remove Item 6.5
- Add to Item 8.1
- Add Items 8.3 and 8.4

4.0 PUBLIC COMMENT

4.1 Public Comment on Agenda Items - None

4.2 Recognition of Sarah McNaughton’s contributions to the Board

Chair Dawn Gallagher recognized Sarah McNaughton for her service to the School Board and presented her with a token of appreciation from the Board.

Chair Gallagher thanked Ms. McNaughton for her contribution to the RSU and to its communities. She was a tremendous asset to each of the learning communities.

4.3 Recognition of Richmond HS Girls Soccer Team and Coaches

Principal Deb Fisk introduced RHS Girls Soccer Coaches Troy Kendrick and Ryan Gardner who in turn presented the team members with certificates from the Board in recognition of their successful fall season.

4.4 Richmond Principals Update on Team Initiatives

M. Buker ES Principal Mary Helen Williams presented this report to the Board.

Met with parents/staff at two recent Parent Teacher Group [PTG] meetings to review the new progress report, discuss scoring, and let parents know about upcoming E-ducate log-ins for them. Parents had good, pertinent questions (what about students exceeding the standards, or needing more time; do we have enough teachers to do grouping and re-grouping; will students still be retained?)

Next week, I'll set up shop in the Dresden multipurpose room and meet with parents during our first evening of parent-teacher conferences to do the same—talk about progress reports, scoring, and upcoming log-ins.

At MBES, we now have a school-wide code of cooperation. Once every classroom generated its own code and students had an opportunity to practice it, a committee of fifth graders worked to meld these into one document. They made sure that the salient points were captured, and this code is now posted around the building.

You'll be proud of another group of fifth graders, who a few weeks ago brainstormed ways to help a Richmond family devastated by a house fire. One project the kids came up with was to make and sell homemade crafts at our PTG craft fair this Saturday. The PTG donated the table; fifth grade teacher Shannon Heath has held many after school craft making sessions; and parents have been super about picking their crafters up late at school. Any profits from these crafts will be turned over to the family.

Upcoming events: MBES Holiday concert Friday, Dec. 16 at 1 p.m.
 Dresden ES concert Monday, Dec. 12 at 6 p.m.

Richmond HS/MS Principal Deb Fisk presented this report to the Board.

Many thanks to University of Maine at Augusta student Mindy Parlin and her undergraduate student group who for their Advocacy Class Project chose to sponsor a spaghetti supper which was held on Monday, November 7 in the school's cafeteria to benefit a local family who recently suffered a house fire. Mindy's group collaborated with our Key Club President, Noell Acord to arrange donated food, services, set up, take down, door prizes and came away with very positive fundraising effort. Area businesses were generous in contributing to this community event.

Congratulations to the middle school girls' soccer team. This season they were crowned Bus line League Champions. And for the second consecutive year, the Varsity Girls Soccer Team brought the championship gold ball home as the team defeated on Saturday, November 5.

Good News for the High School Math Team. They finished 4th in the recent math meet. Will Gaudett and Cameron Emmons both scored in the top five in their respective classes.

The Eighth Grade will be coming to the board in the New Year to ask permission to again attend a week at The Leadership School at Camp Kieve. Fundraising efforts have begun with a successful Dodge Ball Tournament with 16 teams made up of students, staff and community members on November 17. Other activities have included a Holiday Halloween Dance and Candle Sale.

The middle school and high school faculty has been trained on E-ducate and continue to enter evidence for each student. Students Trainers at the middle school and the high school have trained peers in their homeroom and/or mentor groups. Training for parents is being planned for prior to the holiday break. Middle School and High School students are available to help train Marcia Buker students and parents.

Gary Carter's Eighth Grade English class has created a middle school newsletter which was presented to the board. It covers a variety of Measurement Topics. Editor Taylor Houdlette has emailed Superintendent Hammonds noting that the group would be happy to help other middle schoolers in the RSU to be assessed on a variety of Measurement Topics in the same fashion.

5.0 OLD BUSINESS

None

6.0 NEW BUSINESS

6.1 Approval of Resignation(s) / Retirement(s)
None

6.2 Approval of Nominated Personnel
None

6.3 Approval of the CATC Cooperative Agreement

The CATC cooperative agreement allows Superintendent Hammonds, as an agent for the RSU, to make recommendations to the program. The agreement articulates our role in Augusta's CATC program and our rights as an active committee member.

Director Bill Matthews **motioned** to accept the CATC Cooperative Agreement.
Discussion followed.

Director Annya Rice: What is the Superintendent's role with the cooperative agreement?
Superintendent Hammonds shared his role as an idea creator for CATC.

Chair Dawn Gallagher shared her exploration of vocational education programs in the State and explored ways the RSU can build their own vocational education program.

Vice-Chair Jim Grandahl explained how votes at the CATC board are determined. What is the maximum capacity at CATC?

Director Jeff Gosselin **seconded** the motion, **voted in favor unanimously**.

6.4 2012-2013 Budget Development

The Board shared plans and processes for the 2012-2013 budget development.

Chair Dawn Gallagher spoke about the finance committee and the types of items that are introduced and how the budget is developed. Vice-Chair Jim Grandahl will present at the next board meeting a description of the balance forward using real numbers. Chair Dawn Gallagher spoke about looking into a small pocket of money to be used in individual towns and decided by the individual towns.

Vice-Chair Jim Grandahl, as share of the finance committee, will work with the superintendent to communicate how the budget is developed and explore new methods to build the budget.

- 6.5 Executive Session Re: Act on Superintendent Contract [1 M.R.S.A. § 405 (6)(A)]
Removed from agenda

Executive session was not necessary as Superintendent Hammonds' contract was not expiring. The Board will provide Hammonds with a formal evaluation in the spring.

7.0 COMMITTEE REPORTS

- 7.1 Policy and Personnel Committee Meeting
November 28, 2011 5:00 PM
Hall-Dale Middle School

Members Present: Committee Chair Linda Leet, Directors Carrie Long and Shawna Wells
Member Absent: Board Chair Dawn Gallagher
Also Present: Superintendent Virgel Hammonds
Public Present: Learners Curt & Nick from HDHS

- I. Exploration of learner representation on the school board:
- a. Learner Curt recommended selecting a person from the student senate.
 - b. Committee Chair Linda Leet shared the student council selected the representative, but there was some conflict with meetings and other activities.
 - c. Director Carrie Long – How many reps would we have?
 - d. Committee Chair Linda Leet – How do the learners travel to the meetings?
 - e. Director Carrie Long – Perhaps having the learners only attend when the board meeting is in their respective town.
 - f. Director Shawna Wells – Would it not be the expectation that the learner travels to the board meetings?
 - g. Committee Chair Linda Leet – Would mileage be granted?
 - h. Committee Chair Linda Leet – One mentioned providing a scholarship, another included course credit.
 - i. Highlights on policies established in other school districts:
 1. Two-year commitment made by a junior and each year a junior is elected.
 2. Scholarship amount for participation
 3. Learner choice (perspective from learner)
 4. Executive session is not for learner rep
 5. Learner rep held accountable to same behaviors board members are to present

6. Understand Robert's rules of order
7. Have learner rep present at their board meeting when in their community. Learner rep would be allowed to attend all board meetings.
8. Executive session would be closed to learner rep
9. Learner not allowed to sign warrants
10. Learner rep would be a voice for the learners
11. Committee meetings would be open to learner reps, but not an expectation of attendance

II. Family and Medical Leave Act:

- a. Shared version of Richmond's, Dresden's and SAD 16's previous policies along MSMA recent recommendations for FMLA policy.
- b. Director Carrie Long – Does an employee earn sick leave time while out on FMLA leave?
- c. Committee Chair Linda Leet – SAD 16 does not address domestic abuse, does MSMA address it? What is FMLA language concerning domestic abuse?
 1. Director Carrie Long – recommends using MSMA language, but look into domestic violence clause.
 2. Director Shawna Wells – Consider MSMA language
 3. Committee Chair Linda Leet – Use MSMA language because legal council has explored every hole
 4. Committee Chair Linda Leet – Look into policy that states what happens when employee exhausts sick leave and position needs to be filled, what are the RSU's an employee's options
 5. Committee Chair Linda Leet – bring in employee contract language and compare to MSMA language.

III. Administrative Staff Policies:

- a. Superintendent Virgel Hammonds – shared North Carolina model
- b. Committee Chair Linda Leet – Learners and parents should have input in the administrator evaluation
- c. Learner Curt – Teacher should have say in the evaluation of the principal
- d. Director Shawna Wells – Learners and staff should have the opportunity to evaluate teachers and administrators
- e. Superintendent Virgel Hammonds – Is the committee ok with me rewriting a policy that clearly outlines the evaluation, instead of merely the process?
- f. Learner Curt – We need to be careful about what learners are asked to evaluate the principal and teachers
- g. Board – Will review NC evaluation and provide Superintendent Hammonds feedback.
- h. Director Carrie Long – Will share hospital evaluation
- i. Director Shawna Wells – Will share university evaluation

Next Meeting: January 16, 2012, 5:00 PM
 Respectfully Submitted,
 Virgel Hammonds, Superintendent of Schools

8.0 SUPERINTENDENT'S REPORT

- 8.1 Newly Hired, Newly Appointed Personnel
- Nancy Stover, DES, Teacher Leader
 - Truax McFarland, HDHS, Academic Decathlon
 - Diane Beckim, MMS, Food Service Worker
 - Chrissy Michaud, MMS, Cheering Coach
 - William Burgess, MMS, 'B' Boys Basketball Coach
 - Michael Gilbert, MA, Varsity Cheering Coach
 - Melissa Goding, Monmouth Schools, First Responder
 - Mandy Richards, MBES, Title One Ed. Tech. III
 - Lois Garriepy, MBES, Teacher Leader
 - Gwenda Hatch, MBES, Teacher Leader
 - Michael Wing, RHS, MELMAC Grant Coordinator
- 8.2 Resignation(s)
- 8.3 December Board Events Calendar
- 8.4 Superintendent Virgel Hammonds reported on high school principals' meeting with UMA representatives to establish dual enrollment programs at each of our high schools.
- 8.5 The Superintendent reported that a new RSU 2 website layout has been introduced.

9.0 ITEMS FOR FUTURE MEETINGS

- E-ducate demonstration by learners as well as a demonstration of the progress report
- Pledge of allegiance discussion at our board meeting
- Description of the budget's balance forward utilizing past present figures

10.0 ADJOURNMENT

Director Jon Lambert **motioned** to adjourn the meeting at 7:10 p.m. Director Jonathan Edwards **seconded** the motion, **voted in favor unanimously**.

Respectfully Submitted,

Virgel A. Hammonds
Superintendent of Schools