

**REGIONAL SCHOOL UNIT NO. 38 BOARD OF DIRECTORS**  
**Maranacook Community High School**  
**March 15, 2017, 6:30 p.m.**  
**Minutes of Meeting**

Present: Chair Terri Watson, Vice Chair Melissa O’Neal, Wendy Brotherlin, Jon Caron, Gary Carr, Joan Farrar, Malcolm Hardy, Trish Jackson, Betty Morrell, Shawn Roderick, Lucas Rumler, Adam Woodford

Member Excused: Kelly Crotteau

Administrators: Superintendent Donna Wolfrom, Principals Jeff Boston, Dwayne Conway, Janet Delmar, and Rick Hogan, Assistant Principal Kristen Levesque, Special Education Director Ryan Meserve, Technology Director Diane MacGregor, Finance Manager Brigitte Williams, Director of Curriculum, Instruction and Assessment Nancy Harriman, Adult Education Director Steve Vose

1. Call to order: Chair Watson called the meeting to order at 6:33 p.m.  
Chair Watson welcomed the Select Board members from the towns of Manchester, Mount Vernon, Readfield, and Wayne and thanked them for attending the meeting. Introductions were made.
2. Citizens’ Comments:  
Melissa O’Neal asked everyone to keep the GAPP students in your thoughts. They are currently taking part in their German Exchange program.
3. Additions/Adjustments to the Agenda by Board and/or Superintendent: none
4. Joint Meeting with Local Select Boards re: FY 18 School Budget:  
The following town officials attended the meeting: from Readfield, Bruce Bourgoine, Chris Sammons, Tom Dunham, John Parent, and Town Manager Eric Dyer; from Mt. Vernon, Paul Crockett and Sherene Gilman.
  - a. Review of FY ’18 Budget  
Director of Technology Diane MacGregor started off the meeting with a review of the RSU #38 website, outlining the various ways the public can access budget information, both current and historical.  
Superintendent Wolfrom reported on the many successes of our students, reflecting the Board’s goal for this budget season, “promoting student success in all areas as we strive for academic excellence while maintaining fiscal responsibility.” The Superintendent reviewed the process in presenting tonight’s Version 1, draft budget. The District received a preliminary subsidy report from the State, which shows a decrease of \$228,268 in subsidy from FY17. This decrease includes a proposal from the Governor which removes support for systems administration as part of the state subsidy. There is talk at the Legislature that this may change, but at this time this is what the District has been provided for information. Should systems administration be put back in the subsidy, the District’s would increase \$16,673 from FY17.  
She reported on the work of administration and managers to reduce the budget requests. There is a progression chart in the folders. One addition has been made to the

budget due to the anticipation of going out to bond for major projects in 2018. The Board voted to include legal fees and fees for an architect for a total of \$70,000 in the FY 18 budget.

Superintendent Wolfrom reviewed the changes made to the budget since the “original requests” were presented by the administrators and managers for their departments, which are included in the budget handout (pages 7, 8 of handout). A listing of proposed Maintenance Projects, with items removed since original presentation as well as updated figures based on new information was also shared (pages 14, 15 of handout).

Two versions of the revenue sheet were provided (pages 10 and 12) that reflect two different scenarios on systems administration from the state subsidy (green sheet without subsidy for systems administration, yellow sheet shows estimated subsidy for systems administration included).

Superintendent Wolfrom stressed the importance of contacting your legislators and requesting that systems administration be put back in the state budget. Version 1 draft budget represents a \$465,605 decrease from original budget requests.

The administrators and managers continue to work toward meeting the Board’s goal of proposing a budget that keeps the schools moving forward by providing what is best for students while being fiscally responsible. The next meetings of the board will focus on budget deliberations and decision making. The Board will vote to recommend a budget at the April 12 meeting. The Annual Meeting is scheduled for May 17 at 7:00 p.m. and the community members will vote at referendum on June 13 at their individual town voting locations.

b. Questions and Comments from Select Boards

Select Board representatives Bruce Bourgoine and John Parent stressed the importance of contacting your local legislators about the importance of supporting the schools and not approving these drastic cuts.

Melissa O’Neal added the importance of also contacting legislators who serve on the various committees (Education, Taxation, Budget, etc.)

Request was made for a quick review of potential bonds. Superintendent Wolfrom reported that specific projects have not been identified yet. There are items we know are coming up, but expect those will be identified by the architect who studies the district and makes recommendations to the Board. The items on the budget list are things we believe need to be done now.

Finance Manager Brigitte Williams added the hope is to hire the architect early this summer and if he is able to complete the work this summer, we would plan to go out to referendum in November. At that time we will need to decide what type of bond we will want to do. The latest we would go out to bond is spring 2018, so we can start work the summer of 2018.

Discussion ensued about the facilities, especially the elementary schools and the Board was encouraged to begin some very long term visioning on the facilities. We need to see where we are going and what this district will look like in 2025 and 2030.

Finance Manager Williams noted that when the state talks about funding education at 55%, they are talking about a statewide pot of money. Our school district is a 29% receiver due to our property valuation.

The Board and staff were recognized for the great job they have done with presentations and updates.

John Parent reported that the Town of Readfield is looking into alternative energy and offered to share the information they receive and invited the school district to join them when the presentation is made.

The group discussed the possibility of additional money coming to the district after the board and the public votes on the budget. There will be a warrant article included that addresses any additional monies that are received. There will be 3 options, return the money to the towns; keep the money; or spend the money. The RSU Board will decide prior to their April 12 vote on the budget which article to include in the warrant. The board was urged to return the monies to the towns.

The Select Board members were thanked for their participation.

- c. Updates from previous meeting: included above
- d. Questions and Comments from RSU Board: included above
- e. Citizens Comments: none

5. Action/Discussion/Informational Items:

a. Approval of minutes of March 15, 2017

**MOTION** by Carr, second by Hardy to approve the minutes of March 15, 2017 as presented. **Motion Carried:** 7 in favor, 0 opposed, 5 abstained (Farrar, Caron, Jackson, O'Neal, Rumler)

b. Acceptance of donation – Science Lab equipment for HS, estimated value \$8,000

**MOTION** by Carr, second by Morrell to accept the donation of science lab equipment for the High School as presented. Discussion ensued. Request was made for a list of the equipment donated as well as the name of the person making the generous donation. Principal Conway added that the department has discussed the donation and it is equipment the school currently uses and equipment the staff would like to have.

**Motion Carried:** unanimous

c. Policy Second Readings:

Superintendent Wolfrom reviewed the Policy Committee minutes of March 6 as they pertain to the following policies.

*ABB/GBB, Staff Involvement in Decision Making*

**MOTION** by Carr, second by Caron to approve Policy ABB/GBB, Staff Involvement in Decision Making as presented. **Motion Carried:** unanimous

*ADAA, School System Commitment to Standards for Ethical and Responsible Student Behavior (Code of Conduct)*

**MOTION** by Carr, second by Caron to approve Policy ADAA, School System Commitment to Standards for Ethical and Responsible Student Behavior as presented.

**Motion Carried:** unanimous

*ADAB, School System Commitment to Standards for Ethical and Responsible Staff Behavior*

**MOTION** by Carr, second by Morrell to approve Policy ADAB, School System Commitment to Standards for Ethical and Responsible Staff Behavior as presented.

**Motion Carried:** unanimous

*CHA, Development of Administrative Procedures*

**MOTION** by Caron, second by Morrell to approve Policy CHA, Development of Administrative Procedures as presented. **Motion Carried:** unanimous

*GCOC, Evaluation of Administrative Staff*

**MOTION** by Carr, second by Morrell to approve Policy GCOC, Evaluation of Administrative Staff as presented. **Motion Carried:** unanimous

*IKB, Homework*

**MOTION** by Carr, second by Morrell to approve Policy IKB, Homework as presented.

**Motion Carried:** unanimous

*KHB, Advertising in the Schools*

**MOTION** by Carr, second by Caron to approve Policy KHB, Advertising in the Schools as presented. **Motion Carried:** unanimous

*KHC, Distribution of Non-School Materials*

**MOTION** by Carr, second by Caron to approve Policy KHC, Distribution of Non-School Materials as presented. **Motion Carried:** unanimous

d. Policy Removal, Second Reading: Policy KH Advertising/Solicitation in School

Superintendent Wolfrom reported portions of this policy are included in Policies KHB and KHC above. Policy Committee recommends removal of this policy.

**MOTION** by Carr, second by Caron to remove Policy KH, Advertising/Solicitation in School as recommended. **Motion Carried:** unanimous

e. Policy First Readings: IHBB, Educational Program for the Gifted and Talented; ILA, Student Assessment/Local Assessment System

Superintendent Wolfrom reported that these are both first reading policies that do not need action at this time. Please submit comments to Donna Wolfrom prior to the next Policy Committee meeting on Monday evening, March 20.

f. Consideration of out-of-state trip, Mt. Vernon Elementary Grade 5, Boston, MA, June 8, 2017

**MOTION** by Carr, second by Hardy to approve the out-of-state trip for the Mt. Vernon Elementary School Grade 5 to Boston, MA on June 8, 2017. **Motion Carried:** unanimous

g. Consideration of overnight trip, Middle School Acadia Team, Chewonki Foundation, Wiscasset, ME, April 25-28, 2017

**MOTION** by Carr, second by O'Neal to approve the overnight trip for the Middle School Acadia Team to the Chewonki Foundation, Wiscasset, Maine on April 25-28, 2017.

Discussion ensued regarding the transportation for the students and concern of parent/staff drivers for such a large group of students versus bus transportation. Superintendent Wolfrom ensured all drivers provide insurance and driver license information and all parent volunteers must submit and be approved to be volunteers. A request was made for information on the volunteer process and what the requirements are for vehicle insurance for parents and staff to be approved to transport students.

**Motion Carried:** unanimous

6. Adjournment: MOTION and second to adjourn at 7:55 p.m.

Respectfully submitted,  
Donna H. Wolfrom, Superintendent/Secretary  
D. Foster, Recorder