

**REGIONAL SCHOOL UNIT NO. 38
BOARD OF DIRECTORS
Maranacook Community High School
March 16, 2016, 6:30 p.m.**

AGENDA

1. Call to order:
2. Consent Agenda: (5 min.)
 - a. Approval of Minutes of March 2, 2016*
 - b. Approval of out-of-state travel, Model UN Conference, Northeastern University, Boston, MA, May 13 – 14, 2016*
 - c. Approval of out-of-state travel, HS Speech & Debate National Tournament, Sacramento, CA, May 26 – June 1, 2016*
 - d. Approval of out-of-state travel, Mt. Vernon Elementary 5th Grade trip to Boston, MA, June 9, 2016*
 - e. Acceptance of donations*
3. Citizens' Comments: (5 min.)
4. Additions/Adjustments to the Agenda by Board and/or Superintendent: (5 min.)
5. Action/Discussion/Informational Items: (10 min.)
 - a. Consideration of 2016-2017 School Calendar*
6. Budget Workshop: (60 min.)
 - a. Updates
 - b. Deliberations, follow-up and decision making
 - c. Board questions
 - d. Citizens comments regarding budget
 - e. Board discussion
7. Adjournment:

* Attachments

REGIONAL SCHOOL UNIT #38 BOARD OF DIRECTORS
Maranacook Community High School Student Center
March 2, 2016
Minutes of Meeting

Present: Chair Terri Watson, Vice Chair Melissa O’Neal, Gary Carr, Stephen Hayes (arrived 6:50), Pia Holmes, Trish Jackson, Betty Morrell, Stefan Pakulski, Shawn Roderick, Bonnie Simcock

Members Excused: Jim Marr, Michele Pino, (one vacant position, Mt. Vernon)

Administrators: Superintendent Donna Wolfrom, Principals Jeff Boston, Dwayne Conway, and Janet Delmar, Director of Curriculum, Instruction and Assessment Nancy Harriman, Adult and Community Education Director Steve Vose, Director of Special Education Ryan Meserve, Finance Manager Brigette Williams, Technology Director Diane MacGregor, Literacy Coach Barbara Bourgoine

Student Rep: Molly Searway

1. Call to order: Chair Watson called the meeting to order at 6:37 p.m.
2. Consent Agenda: Approval of Minutes of January 20, 2016
MOTION by G.Carr second by S.Roderick to accept the minutes of February 24, 2016 with one typographical correction. **Motion Carried:** 8 in favor, 0 opposed, 1 abstention (O’Neal).
3. Student Representative Reports:
 HS representative Molly Searway reported on the recent fundraising activities at the high school. The School Spirit Challenge raised over 91,500 pounds of food for the Good Shepherd Food Bank. She also reported the high school has added an intro to piano and a new intermediate guitar class. Plans are in place for a movie night next month with 8th graders to introduce them to the high school. Physics projects are due next month; the AP US History class will be visiting the Margaret Chase Smith library; and the spring play will be coming up in April, “Play On”.
3. Citizens’ Comments: none
4. Additions to the Agenda: none
5. Joint meeting with Local Select Boards:
 Chair Watson welcomed the members of the Select Boards. The following members were present: Mt. Vernon – Paul Crockett; Readfield – Bruce Bourgoine, Allen Curtis, Tom Dunham, Valarie Pomerleau; Wayne – Gary Kenny, and Town Manager Aaron Chrostowsky.
 Technology Director Diane MacGregor provided an overview of the District’s website, focusing on the home page and budget information.
 Superintendent Wolfrom reported on some of the strides the district has made to be “a caring community dedicated to excellence”. The graduation rate is climbing, 91.9% for FY15, which is up from 82.11% in FY14; the Board recognized two state champion debaters at the last board meeting; there are over 160 high school students participating in college classes (41% of student body); and for the first time, several of the students will be graduating from Maranacook with an Associates’ degree from Thomas College; members of the ski team have won championships; the district has a cohesive and consistent curriculum from Pre-K to high school in the areas of literacy, mathematics, and science, and staff is hard

at work on the other content areas; test scores are rising in all grades; and the adult ed program has a functioning vehicle and is offering a CDL program that is full to capacity, training adults for a vocation in commercial driving.

In January the board identified a goal statement for the budget process, “promoting student success for all while maintaining fiscal responsibility”, and charged the administrators and directors to develop a budget that meets the needs of the students. The budget process started with a 6.25% increase from FY16, and based on reductions made so far the budget is at a 3.74% increase. As of today the ED279 shows that state subsidy has been cut over \$400,000, which is due in part to a \$12 million increase in education statewide, \$6 million going to Charter Schools, a decrease in statewide property valuations, and an increase in local property valuations. Superintendent Wolfrom urged everyone to contact their state legislators about this reduction (listing provided and posted on website).

She reported that at the last meeting a request was made to look into borrowing options for the larger facilities projects: roofing for Mt. Vernon, Readfield, and Manchester Elementary Schools, and the tennis court repairs. The district’s attorneys were contacted and our only option at this time is to secure a bond through a private company. The bond would have to go through the referendum process and it has to be 5 weeks between when the Board votes and going to referendum. The tentative figures are a \$270,000 bond at estimated interest rates of 2.95% for 5 years, 3.3% for 7 years, and 3.5% for 10 years.

Superintendent Wolfrom reviewed the documents provided, reviewing the decreases made since the last meeting.

Select Board members thanked the Board for the invitation to meet and complimented staff on the packets provided to them as well as the updated website. Discussion ensued regarding the information that was presented. Support was expressed for further investigation of a bond for the larger facilities projects to help reduce the budget. Concern was raised about bringing a budget to voters that presents close to a mil in tax increases. Correction was noted that, at present, the increase represents approximately .4 mil. Superintendent Wolfrom expects more decreases to be made once other figures are obtained (health insurance, possibility of additional state subsidy), as well as other reductions.

Town officials encouraged the Board to pursue bond funding for the larger facility projects. They felt that talking points would be helpful for them as they speak with citizens. Suggestion was made to post a “call to action” on the website to encourage citizens to contact their legislators. They asked for the board to keep communication lines open and continue to get updated information to them as quickly as possible.

MOTION by G.Carr, second by P.Holmes to go out to bond for the 4 projects (Readfield, Manchester and Mt. Vernon Elementary roofs, and the tennis court repairs.)

Discussion followed regarding other projects that could be included in the bond. Concern was raised that some of the larger projects on the 5-year plan did not have costs indicated, as well as items eliminated from the FY17 budget. Suggestion was made to make a decision about going out to bid and then decide on an amount.

Amendment to Motion by S.Hayes to seek a bonding amount up to \$500,000, with the projects to be decided upon once more information is provided. **No second.**

Vote to seek a bond doesn’t mean the Board will spend money they don’t need to spend; having a draw down would help. Looking at authorizing bonding authority not spending money.

Amendment to Motion by S.Hayes, second by P.Holmes to approve the concept of bonding; authorizing the RFP process; to initiate work with bond counsel; for an amount conceivably sufficient to cover capital needs in next 3 years; to start the approval process and have the Superintendent come back to the board with the answers we need.

Vote on Amendment failed: 4 in favor, 6 opposed (Carr, O’Neal, Simcock, Watson, Jackson, Roderick)

Vote on original motion failed: 0 in favor, 7 opposed, 3 abstained (Carr, Hayes, Holmes)

MOTION by S.Hayes, second by G.Carr to eliminate all of the items to consider cutting on the priorities for FY17 Budget listing developed by the Administrative Team for a total of \$57,600.

Motion Carried: unanimous

7. Action/Discussion/Informational Items:

a. Action on Tabled Policy: EEAEFA, Video Surveillance on School Property and School Buses

MOTION by Carr, second by Jackson to approve Policy EEAEFA as presented.

Motion Carried: unanimous

b. Policy Second Readings: BEDH, Public Participation at Board Meetings; GBEC, Drug-Free Workplace; JLCD, Administration of Medication to Students; KCD, Gifts/Donations to the Schools; KE, Public Concerns and Complaints; KFC, Playground Use

MOTION by G.Carr, second by B.Morrell to approve Policy BEDH as presented.

Motion Carried: unanimous

MOTION by G.Carr, second by M.O'Neal to approve Policy GBEC as presented.

Motion Carried: unanimous

MOTION by G.Carr, second by T.Jackson to approve Policy JLCD as presented.

Motion Carried: unanimous

MOTION by B.Morrell, second by G.Carr to approve Policy KCD as presented.

Motion Carried: unanimous

MOTION by G.Carr, second by T.Jackson to approve Policy KE as presented.

Motion Carried: unanimous

MOTION by G.Carr, second by T.Jackson to approve Policy KFC as presented.

Motion Carried: unanimous

c. Policy First Readings: EEA, Student Transportation; IK Student Achievement/Evaluation of Student Proficiency (current Policy IKA); KF, Use of Facilities

Superintendent Wolfrom reported the Policy Committee reviewed these 3 policies at the February Policy Committee meeting (minutes attached). These policies are being recommended for first reading as presented. Please forward any questions/comments to Donna Foster at the Superintendent's Office. The next Policy Committee meeting is Monday, March 7, 6:00 p.m.

8. Informational items:

Discussion on informational items.

9. Adjournment: **MOTION** and second to adjourn at 8:56 p.m.

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

26

**RSU #38
Maranacook Area Schools
Field Trip Request Form**

Please submit request to office at least 3 weeks prior to field trip

Out-of-State Field Trips must be sent directly to the Superintendent for School Board approval.

School: Maranacook Community High School Date of trip: 5/13 & 5/14

Destination: Northwestern University Boston, MA (Model UN Conference)

Departure time (from school): 5 am 5/13 Return time (to school): 9:30 pm 5/14
(Bus must be back to school no later than this time)

Teacher: Gower, Emerson, Streeter Grade level(s): 9-12

Number of students: 25 Number of chaperones: 4

Cost of activity: \$4000 (est.) Cost of transportation*: \$2000 (est.)

Transportation paid by: Student's families (if not paid by school, please include billing information including mailing address)

Paid By: Student's families
(School, Parent Association, specific student activity account, other)

Educational objectives: (Include description of activities, pre-trip activities, correlation with curriculum, concepts/skills learned, follow-up lessons.)

* Public speaking skills, Interactn with diverse students around New England

* United Nations education - interactive debate & country research

* Current Issues research & problem solving skills

Planned Stop(s): Kennebunk Rest Area

Sites(s) have been notified: Yes No (Including food establishments)

Notification of transportation needs made to Transportation Director: (Date) N/A
(Final approval of transportation arrangements dependent upon availability of bus & driver)

Other Transportation arrangements have been made - please specify:
Custom Coach & Limo Portland, ME

Storm Date: N/A

Joseph Conway
Principal's Signature

Recommended Not Recommended

2/16/16
Date

*Cost of transportation based upon cost per mile as determined through budget process (driver, bus, gas, depreciation)

Copies: send electronically ONLY
1 copy to Transportation Director
1 copy to Food Service Director (if during lunch)

PSY

2c.

RSU #38

Maranacook Area Schools - Field Trip Request Form

Please submit request to office at least 3 weeks prior to field trip

Out-of-State Field Trips must be sent directly to the Superintendent for School Board approval.

Select One: (for full definitions, please refer to Policy IJOA)

Field Trip - takes place during the school day and is organized and conducted by one or more RSU 38 employees as a means of accomplishing particular curricular objectives.

Competition Trip - related to an academic, artistic, athletic, or other student competition or performance that involves individual students or teams.

Other School-sponsored Trip - organized and conducted by one or more employees as a supplement to the curriculum, as a class social activity, or as an activity planned by a student club or organization.

Non-school-sponsored Travel - organized by employees, parents or others that is not an extension of the instructional program or school-sponsored activities and has not been approved as a school-sponsored trip.

School: MCHS Date of trip: 5/26-31/16 Destination: Sacramento, CA CFL National Tournament

Departure time (from school): 6am, 5/26 Return time (to school): 8am, 6/1

Teacher: Amy Trunnell Grade level(s): 9-12

Number of students: 3-7 Number of chaperones: 1-2 Cost of activity: \$1000 total (transportation/wing)

Cost of transportation*: _____ Transportation paid by: _____
(if not paid by school, please include billing information including mailing address)

Paid By: Speech & Debate activity fund
(School, Parent Association, specific student activity account, other)

Educational objectives: (Include description of activities, pre-trip activities, correlation with curriculum, concepts/skills learned, follow-up lessons.)
 (Use back side or attach sheet for objectives if needed.)

National speech & debate tournament

Planned Stop(s): San Francisco

Sites(s) have been notified: Yes No (Including food establishments)

Notification of transportation needs made to Transportation Director: (Date) _____
(Final approval of transportation arrangements dependent upon availability of bus & driver)

Other Transportation arrangements have been made - please specify: _____

Storm Date: _____

Dwayne Conway Recommended Not Recommended _____ Date 2/25/16

Principal's Signature

*Cost of transportation based upon cost per mile as determined through budget process (driver, bus, gas, depreciation)

Copies: send electronically ONLY

1 copy to Transportation Director

1 copy to Food Service Director (if during lunch)

RSU #38
Maranacook Area Schools – Field Trip Request Form
Please submit request to office at least 3 weeks prior to field trip

Out-of-State Field Trips must be sent directly to the Superintendent for School Board approval.

Select One: (for full definitions, please refer to Policy IJOA)

Field Trip – takes place during the school day and is organized and conducted by one or more RSU 38 employees as a means of accomplishing particular curricular objectives.

Competition Trip – related to an academic, artistic, athletic, or other student competition or performance that involves individual students or teams.

Other School-sponsored Trip – organized and conducted by one or more employees as a supplement to the curriculum, as a class social activity, or as an activity planned by a student club or organization.

Non-school-sponsored Travel – organized by employees, parents or others that is not an extension of the instructional program or school-sponsored activities and has not been approved as a school-sponsored trip.

School: Mt. Vernon Elem Date of trip: 6/9/16 Destination: Boston - MBS and Faneuil Hall

Departure time (from school): ∅ parents driving Return time (to school): ∅ arrive in Portland 8pm

Teacher: L. Boyce Grade level(s): 5

Number of students: 21 Number of chaperones: 30 Cost of activity: \$0 (\$1600 raised through donations)

Cost of transportation*: 0 Transportation paid by: fund-raising
(if not paid by school, please include billing information including mailing address)

Paid By: fund-raising
(School, Parent Association, specific student activity account, other)

Educational objectives: (Include description of activities, pre-trip activities, correlation with curriculum, concepts/skills learned, follow-up lessons.)
(Use back side or attach sheet for objectives if needed.)

Students will be visiting the Museum of Science (presentations and displays/activities cover CC Science standards K-12) and then visiting Faneuil Hall, where an important area during the Rev. War

Planned Stop(s): ∅
Sites(s) have been notified: Yes No (Including food establishments)

Notification of transportation needs made to Transportation Director: (Date) ∅
(Final approval of transportation arrangements dependent upon availability of bus & driver)

Other Transportation arrangements have been made - please specify: parents driving to Portland; Amtrak to Boston

Storm Date: ∅

Janet Delmar
Principal's Signature

Recommended Not Recommended

3/9/16
Date

*Cost of transportation based upon cost per mile as determined through budget process (driver, bus, gas, depreciation)

Copies: send electronically ONLY
1 copy to Transportation Director
1 copy to Food Service Director (if during lunch)

The 5th grade students are planning a trip to Boston on Thursday, June 9. Although there have been several updates and improvements to the trip over the years, this has been an exciting and educational 5th grade field trip for the past 15 years or so.

Funds:

Funds are raised entirely through fund raising events. Specifically, this year we have raised our money through a poinsettia fundraiser, the Clynk bottle return program at Hannaford Supermarket and 3, 1/2 day events at the school (pajama day, hat day and school spirit day). Parents pay for a portion of their costs, which is dependent upon money raised through the fundraisers (this usually ends up being \$35-\$40)

Schedule of Events:

- 7:20 a.m. Meet at the Train Station in Portland
- 8:00 a.m. Train leaves
- 10:30 Arrive in Boston; Walk to the Museum of Science
- 10:45 Arrive at museum
- 11:00–11:30 Eat lunch together
- 11:30–2:15 Explore the museum – educational scavenger hunt!
- 2:30 Meet at museum entrance; Take the T to Quincy Market
- 2:45–5:10 Visit the Quincy Market/Faneuil Hall area, viewing a few Revolutionary War sites. Dinner on our own
- 5:10 Walk back to North Station
- 6:05 Leave for Portland
- 8:35 p.m. Arrive in Portland

If you would like more specifics on this trip (actual cost of each event, etc...), please let me know. I would be more than happy to provide them

Leslie Boyce
Grade 5 Teacher
Mt Vernon



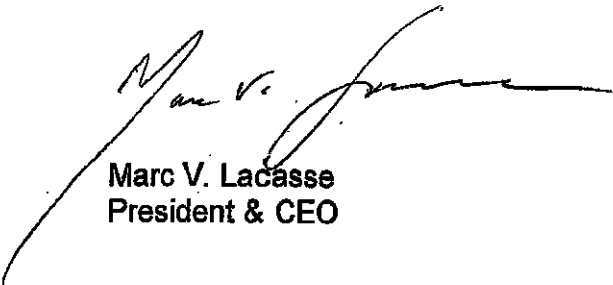
2e.

At AFC, we value our customers as much as we value the communities we serve. As a gesture of gratitude, we have recently started a new program that benefits RSU #38. Very simply, a portion of all fuel sold to RSU #38 employees will be donated back to the local schools or events.

We are pleased to be able to deliver the enclosed donation in the amount of \$ in honor of the following RSU #38 employees:

Mt. Vernon Elementary School	\$173.53
Manchester Elementary School	\$100.00
Marinacook MS	\$174.65

We look forward to growing this program in the future and sincerely hope that this donation will be helpful in your efforts to strengthen our community.





Marc V. Lacasse
President & CEO

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Handwritten initials, possibly 'JAW', in the bottom right corner of the page.

2e

From:  **Brigette Williams** Thursday, March 03, 2016 3:06:49 PM 

Subject: Donation from Camden National Bank

To:  Donna Wolfrom

Cc:  **Donna Foster**

I was contacted by Jane Warren from Camden National Bank in Manchester two weeks ago. She asked if we had any needy students because were putting together some bags with items in them like snacks, toothbrushes, socks, etc. and wanted to know if we could use them. I contacted the school nurses since they are the ones who would know this information. Sandy Hunter said they would love to have them. I received a call yesterday to tell me the bags were ready and I picked them up today. There were 25 draw string bags filled with the above mentioned items. The bags do have the Camden National Bank logo on them. I delivered them to the High School asked for a value of the donation, but they did not have one for me.

Brigette

Estimated value \$250.00

Brigette Williams
 Finance Manager
 Regional School Unit No. 38
 Maranacook Area Schools
 Voice 207-685-3336

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If you have received this electronic transmission in error, please notify me by telephone (207-685-3336) or by electronic mail (brigette_williams@maranacook.org) immediately.

AUGUST						
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High School Late Start Days (classes begin at 9:00 a.m.)		
Sept. 14	Dec. 14	Mar. 29
Sept. 28	Jan. 25	April 26
Oct. 19	Feb. 8	May 3
Oct. 26	Feb. 15	May 17
Nov. 2	Mar. 1	May 24
Nov. 16	Mar. 8	June 7
Dec. 7	Mar. 22	June 14

JUNE						
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H - SCHOOL HOLIDAYS

- July 4 - Independence Day
- September 5 - Labor Day
- October 10 - Columbus Day Observed
- November 11 - Veterans Day
- November 24 - Thanksgiving Day
- December 25 - Christmas Day
- December 26 - Christmas Day Observed
- January 1 - New Year's Day
- January 2 - New Year's Day Observed
- January 16 - Martin Luther King, Jr. Day
- February 20 - Presidents' Day
- April 17 - Patriots' Day
- May 29 - Memorial Day Observed

- W Staff In-Service (no school students)
- F1 First student day, Grades Pre-K - 6, 9, 12
- F2 First student day, Grades 7, 8, 10, 11
- G Graduation
- WI In-Service Comp Day (no school students)
- * Designated Early Release Day (see below)
- LS Gr. 9-12 Late Start Day (classes begin at 9:00)
- V Vacation
- L Last Student Day (if 5 emergency days used)
- Δ Flex Day

- Aug. 29, 30 Professional Days
- Aug. 31 1st Student Day, grades Pre-K - 6, 9, 12
- Sept. 1 1st Student Day, grades 7, 8, 10, 11
- Oct. 7 Professional Day
- Nov. 23 In-service Comp Day (no school)
- Nov. 24-25 Thanksgiving Break
- Dec. 22-Jan. 2 Winter Break
- Feb. 20-24 February Break
- March 17 Professional Day
- April 14 In-service Comp Day (no school)
- April 17-21 Spring Break
- June 11 Graduation
- June 19 Last student day (if 5 emer. days used)
- June 20 Last staff day (if 5 emer. days are used)

182 teacher days; 175 student days
Calendar includes 5 emergency days

Designated Early Release Days (student dismissal at 11:30 a.m.; content to be determined by Professional Development Committee and A-Team; final approval by RSU Board)

- September 23 February 1
- December 1 April 5
- January 13 May 9

Approved by RSU 38 Board _____