

REGIONAL SCHOOL UNIT #38 BOARD OF DIRECTORS
Maranacook Community High School
May 3, 2017, 6:30 p.m.
Minutes of Meeting

Present: Chair Terri Watson, Vice Chair Melissa O’Neal, Wendy Brotherlin, Gary Carr, Kelly Crotteau, Joan Farrar, Betty Morrell, Trish Jackson, Lucas Rumler, Adam Woodford
Members Excused: Jon Caron, Malcolm Hardy, Shawn Roderick
Student Rep: Hannah Woodford
Administrators: Superintendent Donna Wolfrom, Principals Jeff Boston, Janet Delmar, and Rick Hogan, Assistant Principal Kristen Levesque, Special Education Director Ryan Meserve, Technology Director Diane MacGregor, Finance Manager Brigette Williams, Adult Education Director Steve Vose

1. Call to order: Chair Watson called the meeting to order at 6:37 p.m.
Good News! Steve DeAngelis was awarded the 2017 Varsity Maine Coach of the Year Award and Ruslan Reiter earned the 2017 Varsity Maine WOW Factor Award.
2. Presentation: Teacher Performance Evaluation and Professional Growth Plan presentation
Superintendent Wolfrom reported that the Teacher Evaluation Committee has been working since 2012 to develop a PEPG evaluation plan. This plan requires Board approval by July 1. The staff has been piloting the program for 2 years, making adjustments as needed.
Denise Churchill, Middle School Teacher, is one of the teacher representatives on the Committee that has been working on the Plan since the onset. Mrs. Churchill, representing the Committee, provided an overview of the Plan and responded to questions from the Board.
Concern was raised that the Board did not have the opportunity to review the plan prior to this evening.
3. Adoption of RSU #38 Teacher Performance Evaluation and Professional Growth Plan
MOTION by Morrell, second by Brotherlin to adopt the Teacher Performance Evaluation and Professional Growth Plan as presented.
Request was made to table the vote until the Board members have the opportunity to review the entire plan.
MOTION by Carr to table the vote until the next business meeting. Second by Rumler.
Motion to Table Carried: 7 in favor, 3 opposed (Morrell, Brotherlin, Crotteau)
The plan will be emailed to all board members and added to the June 7th agenda.
4. Student Representative Report:
High School Student Representative Hannah Woodford reported on recent activities at the High School as well as upcoming events.
5. Citizens’ Comments:
Resident John Blouin spoke to the Board regarding his daughter’s experience on the recent Foreign Travel trip to Italy. He thanked the Board for allowing opportunities like this to take place.
6. Additions/Adjustments to the Agenda by Board and/or Superintendent: none
7. Action/Discussion/Informational Items:
 - a. Approval of Minutes of April 12, 2017

- MOTION** by Carr, second by Morrell to approve the Minutes of April 12, 2017 as presented.
Motion Carried: 11 in favor, 0 opposed, 1 abstained (Farrar)
- b. Acceptance of teacher resignation effective June 2017, High School Science, Jean Roesner
MOTION by Carr, second by Morrell to accept the resignation of Jean Roesner with regret.
Motion Carried: unanimous
- c. Acceptance of teacher resignation effective June 2017, Middle School, Mary Freeman
MOTION by Carr, second by Morrell to accept the resignation of Mary Freeman with regret.
Motion Carried: unanimous
- d. Acceptance of teacher resignation effective June 2017, MVES, Tina Kanaris
MOTION by Carr, second by Morrell to accept the resignation of Tina Kanaris with regret.
Question - is there any way the Board gets to see a snapshot of the reasons staff members are leaving? Can the Board see exit interview information? To see if there's anything we can adjust.
Superintendent Wolfrom responded staff will prepare a spreadsheet with this information.
Request was made for a listing of reasons for the last couple of years.
Motion Carried: unanimous
- e. Acceptance of teacher resignation effective June 2017, RES, Christine Miner
MOTION by Carr, second by Morrell to accept the resignation of Christine Miner with regret.
Motion Carried: unanimous
- f. First Probationary Contract, Ellen Turgeon, High School Nurse
MOTION by Carr, second by Morrell to appoint Ellen Turgeon to a first probationary contract as High School Nurse.
Motion Carried: unanimous.
Ms. Turgeon was in attendance and was welcomed by the Board.
- g. Appointment of Second Probationary Contract Teachers
MOTION by Carr, second by Morrell to appoint the second probationary contract teachers as listed in the board packet. **Motion Carried:** unanimous
- h. Appointment of Third Probationary Contract Teachers
MOTION by Carr, second by Morrell to appoint the third probationary contract teachers as listed in the board packet. **Motion Carried:** unanimous
- i. Appointment of First Continuing Contract Teachers
MOTION by Carr, second by Morrell to appoint the first continuing contract teachers as listed in the board packet. **Motion Carried:** unanimous
- j. Consideration of Out-of-State Travel, Louisville, Kentucky, May 25-29, 2017
MOTION by Carr, second by Morrell to approve the Out-of-State Travel to Louisville, Kentucky, May 25-29, 2017 as presented. **Motion Carried:** 9 in favor, 0 opposed, 1 abstained (Woodford)
- k. Consideration of Out-of-State Travel, Birmingham, Alabama, June 17-24, 2017
MOTION by Carr, second by Morrell to approve the Out-of-State Travel to Birmingham, Alabama, June 17-24, 2017 as presented. **Motion Carried:** 9 in favor, 0 opposed, 1 abstained (Woodford)
- l. Policy Second Readings: JEA, Compulsory Attendance; JFAA, Admission of Resident Students; JFAB, Admission of Nonresident Students; JK, Student Discipline; EBCE, Automated External Defibrillator in School Setting
The Policy Committee met on April 24 and reviewed the policies being recommended for second reading. No additional comments or questions were received prior to the meeting. Policy Committee recommends the following policies for second reading as presented.
JEA, Compulsory Attendance – **MOTION** by Carr, second by Morrell to accept Policy JEA as presented. **Motion Carried:** unanimous
JFAA, Admission of Resident Students – **MOTION** by Carr, second by Morrell to accept Policy JFAA as presented. **Motion Carried:** unanimous
JFAB, Admission of Resident Students – **MOTION** by Carr, second by Brotherlin to accept Policy JFAB as presented. **Motion Carried:** unanimous

JK, Student Discipline

The Policy Committee received a question regarding paragraph 5, [Maine law provides that “a teacher or other person entrusted with the care or supervision of a person for special or limited purposes may not be held civilly liable for the use of a reasonable degree of force against the person who creates a disturbance if the teacher or other person reasonably believes it is necessary to a) control the disturbing behavior; or b) remove the person from the scene of the disturbance.”] Why is this paragraph need in the policy when it is in the law? Another question pertained to why the Criminal Code was listed as a Legal Reference.

Legal Reference will be checked to make sure it is listed correctly.

Comment was made that the policy does not state when administration makes the decision to contact parents. Request was made for this information to be shared with the Board. Superintendent Wolfrom responded that this would be part of procedure.

Superintendent Wolfrom suggested tabling the vote on this policy until the Policy Committee meets again and can look into the questions presented. No action taken.

EBCF, Automated External Defibrillator in School Setting – MOTION by Carr, second by Farrar to accept Policy EBCF as presented. **Motion Carried:** unanimous

m. Policy Removal, Second Reading: JFAB, Tuition Students

JFAB – MOTION by Carr to remove, second by Brotherlin to approve the removal of former Policy JFAB, Tuition Students as recommended. **Motion Carried:** unanimous

Question was raised about the tuition rates that different schools pay. Finance Manager Williams will provide that information.

n. Policy First Readings: DJ, Bidding/Purchasing Requirements; DJH, Purchasing and Contracting; Procurement Staff Code of Conduct; IKF, Graduation Requirements

Superintendent Wolfrom reported the Policies listed for first reading were reviewed by the Policy Committee. Revisions were made and were provided in the board packet. Any comments and questions should be forwarded to the Superintendent’s Office before the next Policy Committee meeting on May 22.

o. Superintendent’s Update on Manchester Facilities

Superintendent Wolfrom reviewed the recommendations from the most recent CO2 testing at Manchester Elementary. They are exploring possibilities for air exchange systems as recommended. Discussion ensued about interim plans for improving the air circulation.

p. Consideration of out-of-country travel, British Isles, April 12-21, 2018

Patricia Morris provided an overview of the plans for the trip. This trip is similar to the Italy trip. The exact date will be set once Ms. Morris knows the number of students involved. Mr. Blouin, spoke earlier about the experience for his daughter on the Italy trip. This trip is different from the GAPP trip and the Spain Trip that Kelly Frey is planning. This trip is a travel trip that is not associated with a specific language class. This provides students who otherwise would not have the opportunity to travel out of country on one of the language trips with an organized group. Students are required to sign a contract, approved by the Leadership Team, in terms of grades and getting their school work done.

MOTION by O’Neal, second by Farrar to approve the out-of-country travel to British Isles, April 12-21, 2018 as presented.

Discussion ensued regarding whether these opportunities are reasonably accessible for all students and whether a travel trip could be offered, but not as a school sponsored trip.

Motion Carried: 5 in favor (Brotherlin, Farrar, Morrell, O’Neal, Watson), 5 opposed (Carr, Crotteau, Jackson, Rumler, Woodford) Weighted vote – 396.66 in favor, 372.80 opposed.

q. Preparation for Annual Meeting – May 17, 2017

Superintendent Wolfrom distributed a draft script for the May 17 RSU 38 Annual Meeting. She asked that members let her know ahead of time if they are unable to attend, or to contact her if there are any questions.

8. Informational Items: Reports were provided in packet. No additional comments/questions.
9. Executive Session to consider resignation of employee pursuant to 1 M.R.S.A. § 405(6)(A)
MOTION by Morrell, second by Carr to enter Executive Session to consider resignation of employee pursuant to 1 M.R.S.A. § 405(6)(A)
Motion Carried: unanimous
The Board entered Executive Session at 8:18 p.m. and returned to Public Session at 9:15 p.m.

MOTION by Carr, second by Morrell to accept the resignation of Curt Morse.
Motion Carried: unanimous
10. Executive Session to consider administrative and managerial evaluations pursuant to 1 M.R.S.A. § 405(6)(A) for Dwayne Conway, Janet Delmar, Nancy Harriman, Al MacGregor, Diane MacGregor, Rebecca Reynolds, Steve Vose
MOTION by Morrell, second by Carr to enter Executive Session to consider administrative and managerial evaluations pursuant to 1 M.R.S.A. § 405(6)(A) for Dwayne Conway, Janet Delmar, Nancy Harriman, Al MacGregor, Diane MacGregor, Rebecca Reynolds, Steve Vose
Motion Carried: unanimous

The Board entered Executive Session at 9:17 p.m. and returned to Public Session at 9:18 p.m.
11. Actions following Executive Session:
MOTION by Carr, second by Morrell to extend the administrative contract of Principal Janet Delmar to June 2020.
Motion Carried: unanimous
MOTION by Carr, second by Morrell to extend the administrative contract of Director of Technology Diane MacGregor to June 2020.
Motion Carried: unanimous

Due to the time, a Special Board meeting will be scheduled for May 17, prior to the RSU #38 Annual Meeting, to complete the remaining evaluations.
12. Adjournment: **MOTION** and second to adjourn the meeting at 10:20 p.m.

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