

*“A Caring School Community Dedicated to Excellence”*

**REGIONAL SCHOOL UNIT NO. 38**

**BOARD OF DIRECTORS**

**Maranacook Community High School**

**October 7, 2015, 6:30 p.m.**

**AGENDA**

1. Call to order:
2. Consent Agenda: (5 min.)
  - a. Approval of Minutes of September 16, 2015\*
  - b. Approval of out-of-state travel, New York City (part of approved GAPP exchange trip), October 8-12, 2015\*
  - c. Approval of out-of-state travel, Boston, MA (college tours), November 5, 2015\*
  - d. Acceptance of Teacher Resignation – Tracy Hollingsworth, HS Math Interventionist
  - e. Acceptance of Teacher Resignation – Anthony Lufkin, Elementary Art (PT)
3. Student Representatives Reports (10 min.)
4. Citizens’ Comments: (5 min.)
5. Additions/Adjustments to the Agenda by Board and/or Superintendent: (5 min.)
6. Action/Discussion/Informational Items: (30 min.)
  - a. Maine School Management Association (MSMA) Fall Conference – October 22-23, 2015\*
  - b. Vote to nominate RSU 38 Board member to Maine School Boards Association (MSBA) Delegate Authority\*
  - c. Acceptance of security camera lease purchase bid\*
  - d. Approval of contract for school privileges between the Town of Fayette and RSU #38\*
7. Informational Items: (10 min.)
  - a. Reports:
    - Staff Association
    - Principals\*
    - Adult & Community Education Director
    - Finance Manager\*
    - Health Center Director\*
    - Special Education Director\*
    - Curriculum, Assessment & Instruction Director\*
    - Superintendent of Schools\*
  - b. Co-Curricular Appointments\*
  - c. Ad Hoc Group: Awesome Bear Society – 10/14/15, MCHS, 6:30 p.m.
  - d. Committee Reports:
    - Administrator/Teacher Evaluation (Educator Effectiveness)\* 10/28/15, Superintendent’s Office, 3:30 p.m.
    - Capital Area Technical Center (CATC) – 10/06/15, Augusta, 10:30 a.m.
    - Health Services Advisory Council – 11/17/15, MCHS Media Ctr., 6:30 p.m.
    - Policy – 10/13/15, Superintendent’s Office, 6:00 p.m.
8. Adjournment:

\* Attachments

Any citizen who wishes to add an item to the agenda may do so by notifying the Board Chair or the Superintendent’s Office, in writing, ten days prior to the Board’s next scheduled meeting.

**REGIONAL SCHOOL UNIT NO. 38**  
**BOARD OF DIRECTORS**  
**Maranacook Community High School**  
**September 16, 2015**  
**Minutes of Meeting**

Members Present: Chair Terri Watson, Gary Carr, Stephen Hayes, Pia Holmes, Trish Jackson, Jim Marr, Michele Pino, Shawn Roderick, Bonnie Simcock

Members Excused: Vice Chair Melissa O'Neal, Michael Apolito, Stefan Pakulski, (1 vacant position)

Administrators Present: Superintendent Donna Wolfrom, Principals Jeff Boston, Dwayne Conway, Janet Delmar and Cathy Jacobs, Director of Curriculum, Instruction and Assessment Nancy Harriman, Literacy Coach Barbara Bourgoine, Math Coach Sarah Caban, Director of Technology Diane MacGregor, Finance Manager Brigette Williams

1. Call to order: Chair Watson called the meeting to order at 6:30 p.m.

2. Presentation: School Nutrition Program – Jeff Bridges

Superintendent Wolfrom introduced Food Services Director Jeff Bridges. The food services budget ending fiscal year 2015 in the black by \$59,000. During the last budget season the Board indicated interest in hearing more about the food service program. Mr. Bridges is here to speak about some of the wonderful projects the district's food services program is involved in.

Mr. Bridges reported the high school is the production kitchen that serves 7 schools (includes Fayette), serving about 1100 meals a day; each school has a full salad bar. Over the last 4-5 years, the state has come up with stricter guidelines in what the students are served. The District receives 28 cents for each paid student, \$2.93 for students who qualify for free lunch, as well as 20 cents per meal served for commodities. He works with the school nurses to provide for students who have food allergies. At least one vegetarian option is available at each meal. The program is audited every three years by the State. The food service employees receive training at least 3 hours a month and 3 days a year. The District has a School Nutrition Council.

Thirty-eight percent of the district's population qualifies for free/reduced meals. You need to be at the 50% range to qualify for most grants. We have partnered with other schools and organizations in the area so we can qualify for some of these grants. This is how we qualified for a \$100,000 grant to purchase a large walk-in freezer and cooler to store the vegetables we are harvesting from the garden here at the high school. Healthy Communities has also given us a food corp person for 1 day/week to work with students. Harvest Week is coming up which will feature food from our gardens. We have also partnered with the Sheriff's Department in Augusta. They have a large garden and are providing us with fresh produce. We have processed over 500 pounds of tomatoes and will be receiving potatoes next.

Question was asked about how the free/reduced applications are distributed. Mr. Bridges reported that he obtains a direct certification list from the state; he also tracks student eligibility from the previous year, and works with the principals of each school. If we see that kids are not eating or that they can't pay their bill a phone call is made to see if we can help. It was brought up that Wayne is eligible for the community eligibility program. Mr. Bridges commented that although Wayne does qualify, this would mean that the District would lose funding from the paid meals and this would reduce the district-wide eligibility since it would pull Wayne out of the District funding. Suggestion was made to look into a way that we can feed everyone.

3. Consent Agenda:

- a. Approval of Minutes of September 2, 2015
- b. Acceptance of Donation to purchase Dump Truck for CDL Adult Education Class, \$5,000.00 – Charles Kalloch and Nancy Frost

**MOTION** by Simcock, second by Carr to accept the Minutes of September 2, 2015 as presented.

**Motion Carried:** 8 in favor, 0 opposed, 1 abstention (Hayes).

**MOTION** by Simcock, second by Holmes to accept the donation from Charles Kalloch and Nancy Frost in the amount of \$5,000.00 to purchase a dump truck for the CDL Adult Education class. **Motion Carried:** unanimous.

4. Citizens' Comments: none

5. Additions/Adjustments to the Agenda by Board and/or Superintendent: none

G.Carr asked about the Policy IHD that was tabled at the June 3<sup>rd</sup> meeting. Superintendent Wolfrom responded this policy needs to be reviewed by the Policy Committee before it is brought back to the Board. The Policy Committee plans to meet in October.

6. Action/Discussion/Informational Items:

- a. Review of Policy BEDB – School Board Meetings and Agendas

Chair Watson reported that this review of Board Policy BEDB is mostly for new board members. In particular, she pointed out the section on additions and adjustments and how the board members can add items to the agenda.

- b. Review of Board Committee Assignments

A summary of the board committee assignments is in the Board folders. The Board still needs a representative for the Awesome Bear Society (ABS). This does conflict with the RSU Board meetings during budget season. The ABS typically meets the second Wednesday of the month.

Superintendent Wolfrom noted that there is a copy of the suicide prevention law in the folders (requested at last meeting). In addition, a correction from last meeting, the special education percentage rate for RSU 38 is now 10.8% of our total student population; the national average from 2012 was 12.9; and the state average was 16.5%.

7. Workshop Session:

- a. Strategic Plan Update, Goal 1, Action Steps 1, 2, 3

As requested at the last meeting, administrators will be updating the board on where we are with the Strategic Plan. The Strategic Plan will be reviewed in sections at the workshop meetings of the Board. This evening's review will be Goal 1, Success for every Student; Action Steps 1, 2, and 3. The first section of the Plan includes the goals and the second section includes the action steps to get to the goals. Copies of the action steps being discussed this evening are in the Board folders. Items in bold have been completed and the italicized items have been started and are on-going.

Principal Dwayne Conway, Dean of Students Kristen Levesque and Guidance Counselor Kimberly Radley presented on the Advanced Placement and the Dual Enrollment courses being offered at the High School. Mr. Conway reported that the team met with Thomas College. They are working to have the AP courses qualify for college credits. The AP courses are part of the strategic plan; dual enrollment surpasses that for the high school. There are also options for AP online courses for students. Discussion followed as to whether the strategic plan could be revised to include the progress being made with dual enrollment. Superintendent Wolfrom replied that dual enrollment is part of the Strategic Plan (establish opportunities for more students to attend post-secondary institutions). She noted that not all dual enrollment classes are AP or

Honors courses. Currently we have a class offered by Mr. Dennett through KVCC on the Principles of Sustainable Agriculture, a Web Design course offered by Ms. Morris in conjunction with Thomas College as well as Statistics and Accounting I courses. Comment was made that we need to be able to provide parents with solid information about what dual enrollment accomplishes.

Curriculum Director Nancy Harriman and Math Coach Sarah Caban reported on Action Step 3. They provided examples on how art instruction is being assessed using these practices and showed how it keeps a good balance between doing art projects and being able to critique it. They also reviewed examples of the curriculum guide and Rating Scale for Intro to Art for grades 9-12 and Algebra I, and the Pacing Guide for Math in grades 6-8. Barbara Bourgoine, Literacy Coach added that all the unit maps are done, they are tweaking the assessments to make sure they work and are valid. In the Smarter Balance assessments 40% of Maine students scored at proficient and above and 75% of RSU 38 students scored at proficient and above.

The staff is piloting JumpRope for grades 8 and 9 again for this year.

Is there an alternative for people who don't meet proficiency? Students can attend public school if they haven't met proficiency until they are 20.

Superintendent Wolfrom noted that teaching for proficiency is a very different way of teaching. She is very proud of the work of the whole RSU #38 team under the direction of Nancy, Sarah and Barbara.

8. Adjournment: **MOTION** and second to adjourn at 8:18 p.m.

Respectfully submitted.

Donna H. Wolfrom, Superintendent/Secretary

D. Foster, Recorder

To: School Board  
From: Anne Archambault & Patricia Morris  
Date: Weds. October 7, 2015  
Subject: GAPP (German American Partnership Program)  
Request for approval to NYC on October 8-12

The 2<sup>nd</sup> part of MCHS's German-American Exchange program has started with the arrival of our partners from the Wilma Ruldolph Schule in Berlin. 18 students and three chaperones arrived late on Monday, September 28, 2015. The students have been attending classes with their Maranacook partners and time with their host families.

The exchange will culminate with a trip to NYC organized by Larry Liebling. 15 of our students along with Anne Archambault, Patricia Morris and the new German teacher, Justin Fecteau will be accompanying the German students and hosts by bus.

The group will be staying at Q2, a hostel in Queens and explore Manhattan by bus, foot and subway for 5 days and 4 nights. The itinerary can be found at [maranacooknytrip.com](http://maranacooknytrip.com).

TO: RSU 38 Board  
FROM: Kim Radley, Guidance Counselor, MCHS  
SUBJECT: Out-of-State Field Trip – Boston, Massachusetts, November 5, 2015  
DATE: October 2, 2015

MCHS Guidance will be taking up to 40 juniors and 4 chaperones to visit two colleges in Boston (Northeastern University and Boston College). We will be visiting on November 5th and will leave from the high school at approximately 7:00 am and return no later than 6:00 pm. Bussing will be through Northeast Charter and Tour Co at the cost of \$1,747.00 (not including tip). We would first tour Northeastern University and provide lunch for the group at their Dining Hall at the cost of \$583.00. We would then travel to Boston College for a tour. The purpose of this trip is to get juniors on an out-of-state college campus. They will be able to see two very different types of colleges, one dispersed throughout a large city, and one with a central campus. This trip will be funded through the MELMAC grant.

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## 42<sup>nd</sup> ANNUAL MSMA FALL CONFERENCE

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TO: Superintendents, Vocational Region Directors, and MCSBA Attorneys

6a.

FROM: Maine School Management Association

DATE: September 10, 2015

RE: 42<sup>nd</sup> ANNUAL MSMA FALL CONFERENCE—OCTOBER 22 & 23, 2015

Attached is registration and hotel information as well as a preliminary list of clinic offerings for the 42<sup>nd</sup> Annual MSMA Fall Conference to be held at the Augusta Civic Center on Thursday and Friday, October 22 and 23.

“STAND UP 4 PUBLIC EDUCATION” is the theme of this year’s Fall Conference. The two days being planned will be informative and inspiring. Highlights include the following:

### 2015 Keynotes

❖ **Astronaut Chris Cassidy**

❖ **Political Analysts Phil Harriman and Ethan Strimling**

Astronaut Chris Cassidy, Captain, USN and a graduate of York High School, right here in Maine, will deliver the keynote address. Friday’s endnote ceremony will include political analysts Phil Harriman and Ethan Strimling, known for their ability to agree to disagree without being disagreeable.

**NEW!**

- Door prizes will be awarded Thursday and Friday!

**NEW!**

- “Learning Lab” presentations by exhibitors – a chance to sit and learn about their services in a small group (20-25) setting

**NEW!**

- Photo Booth. Have your picture taken or have your entire Board photographed *Standing Up 4 Public Education*.

**NEW!**

- Online registration, including payment is available. Usernames, passwords and a training video for will be sent in a separate email to Administrative Assistants today. Click [here](#) to be connected to online registration.

**NEW!**

- Student board member clinic with Astronaut Cassidy

**\*Registration for the Fall Conference should be made through the superintendent’s office.**

The MSMA staff is looking forward to seeing you at the Augusta Civic Center on October 22 and 23.

**PRELIMINARY CLINIC PROGRAM**

*Following is a list of preliminary times and dates of presentations for this year's conference.*

**CLINICS I — Thursday, 10:05-11:10 A.M.**

- A. Freedom of Access Act Update
- B. Lessons on Leadership
- C. Planning a Farm to School Program through Grant Support
- D. Why Does Special Education Cost so Much?
- E. The Maine Principals' Association
- F. Basic Collective Bargaining
- G. Drop Out Prevention Committee
- H. Electronic Gadgets in the Schools, Privacy and the First Amendment

**11:10 – 11:30 A.M. - Vendor Visits/Learning Lab****\*11:30 A.M. – 12:15 P.M. Regional Meetings and Student Board Member Clinic with Capt. Chris Cassidy****CLINICS II — Thursday, 1:00-2:05 P.M.**

- A. Meet the Commissioner (Repeats Clinic VII. A.)
- B. Helping Maine's Schools Deal with Maine's Heroin Epidemic
- C. School Boards Working with Superintendents
- D. Special Education 101 for School Board Members
- E. "Whole Lotta Shaking' Goin' On"
- F. The Evolution of a Customized Approach to Proficiency-based Education in Math

**2:05 – 2:25 P.M. - Vendor Visits/Learning Lab****CLINICS III — Thursday, 2:25-3:25 P.M.**

- A. Legal Year in Review
- B. PBE Essential Elements: A Regional Perspective
- C. STEM Pipeline Challenges and Strategies
- D. Advanced Collective Bargaining – "What's Happening at the Bargaining Table"
- E. Why do Boys Underachieve in School?
- F. Target Solutions: Training and Records Management for K-12
- G. Food Service

**CLINICS IV — Thursday, 3:30-4:30 P.M.**

- A. Maintaining Order in Schools: Can Schools Still Discipline Students?
- B. Energy Conservation Projects: School Board Considerations for Contracting and Financing
- C. What's the Plan? A Simplified Process for Creating your District's Strategic Plan
- D. Reaching Agreement with Internet Based Bargaining
- E. Planning for a Successful Transition: Life after Leaving an RSU
- F. Innovative Use of Time – Providing Significant and Consistent Professional Development Time
- G. Habits of Mind and Critical Thinking Skills for Graduation: How School Districts are Meeting the Requirements of Maine's Guiding Principles

**7:30 – 8:05 A.M. – Vendor Visits****CLINICS V — Friday, 8:05-9:10 A.M.**

- A. Building a Proficiency-based program of Studies: Creating Multiple Pathways to Graduation
- B. Insurance 101: Review of Insurance Coverage's for Schools
- C. Maine's Assessment System
- D. Maine Math Coaching Project
- E. A New Accreditation Process to Meet the Needs of Today's Schools
- F. Developing an Educator Performance Evaluation and Professional Growth Systems aligned with LD 1585
- G. A Policy Primer: The Basics of School Board Policy

**CLINICS VI — Friday, 9:15-10:15 A.M.**

- A. The Board as Employer: Micromanaging vs. Leadership
- B. Child Abuse and Neglect Reporting
- C. 2015 School Board Legal Liability Issues
- D. Energy Manager from Central Maine Power Company
- E. When the Media Gets it Wrong
- F. Developing 20/20 Vision – Five Years Later
- G. School Transportation: Safe Efficient Operations
- H. Marzano Essentials for Achieving Rigor for Proficiency-based Education Building Assets Reducing Risks in Middle and High School
- I. Building Assets Reducing Risks in Middle and High School

**10:15 – 10:35 A.M. - Vendor Visits/Learning Lab****CLINICS VII — Friday, 10:40-11:40 A.M.**

- A. Meet the Commissioner (Repeat of Clinic II. A)
- B. Our Performance Evaluation/Professional Growth
- C. Balancing Interests When Students Rights Collide
- D. Increasing Equity, Accuracy and Efficiency of SLO's
- E. Turning Colleagues into Coaches
- F. Proficiency-based Education Update
- G. Social Media/Internet Use by the Board and Individual Board Members
- H. Empowering Students to Own their Future
- I. Boardmanship

**CLINICS VIII — Friday, 1:05-2:10 P.M.**

- A. Privacy and the Use of Online Educational Services
- B. Education Evolving – Progress and Updates
- C. Performance Pay Pitfalls and Possibilities
- D. Educator Effectiveness – Update and Expectations of the 2015-16 Pilot Year for PEPG
- E. What's your Negotiating Style?
- F. Learn from the Mistakes of Others
- G. AT and AIM in Maine Classrooms? What's That?
- H. Maine Charter Schools

**NOTE:**

**Our Thursday, Keynote Speaker Presentation is from 9:00 a.m. – 10:00 a.m.**

**Our Friday, Endnote Speaker Presentation is from 11:45 a.m. – 1:00 p.m.**

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September 11, 2015

## Local Delegate to MSBA Annual Delegate Assembly

TO: School Board Chairs, Superintendents of Schools, and Vocational Directors

FROM: Cornelia L. Brown, Ph.D., Executive Director

The Constitution of the Maine School Boards Association provides that each Active Regular Member Board of MSBA and each Vocational Region Associate Member Board is entitled to elect a voting delegate to participate in the Association's Annual Delegate Assembly. Linked below is a copy of the Purpose of the MSBA Delegate Assembly. Since the Delegate Assembly is responsible for proposed Constitution and Bylaws changes, reviews dues set by the MSBA Board of Directors, and considers resolutions of the Association, your election of a local delegate is strongly encouraged. This year's Delegate Assembly is scheduled for 2:25 p.m., Thursday, October 22, the first day of the MSMA Annual Fall Conference, in the Cumberland Room. Delegate Assembly will be held during Clinic III and there will not be a preview prior to the Assembly.

Please elect your delegate as well as an alternate should your Board's delegate be unable to attend. **Return the linked form below listing the delegate and alternate to MSMA by October 9, 2015. Submission of your delegate's name does not automatically register him/her for the Fall Conference. Therefore, please be sure to register your delegate for the Fall Conference through your superintendent's office on the appropriate form.**

Confirmation of registered delegates will be emailed to Superintendents and Delegates by October 19, 2015.

Superintendents with more than one school board are asked to reproduce the attached form for each of their boards.

Thank you!

[Certification of School Board Representative Form](#)

[Purpose of the MSBA Delegate Assembly](#)



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# Purpose of the MSBA Delegate Assembly

Governance and policy decisions affecting MSBA are dealt with at the Delegate Assembly. The importance of each School Board being represented at the Delegate Assembly cannot be overstated. The following information about the Delegate Assembly is to inform your School Board of the importance of electing a delegate.

According to Article VIII of the Constitution, the Delegate Assembly is the policy making body of the Association. The Delegate Assembly has four specific powers.

1. It adopts resolutions that express the beliefs and purposes of the Association.
2. It transacts such other business as presented to it prior to the opening of the Delegate Assembly by any delegation or the Executive Board of Directors.
3. It elects the Officers and Executive Board of Directors.
4. It may adopt amendments to the Constitution.

According to Article V of the Constitution, the Association is governed by the Executive Board of Directors. The Board is comprised of Regional Directors and At-Large Directors.

The Delegate Assembly consists of one voting delegate for each member district. In order to be an official delegate the member School Board must report the name of the elected delegate and alternate prior to the Assembly. (See Delegate Form for actual date.)

The resolutions adopted at the Delegate Assembly are an expression of the Assembly's views regarding various issues. The body of resolutions adopted by the Assembly defines the Association's position on various legislative proposals.

As the Officers and Board of Directors approach any legislative session, it is crucial that they represent the Association's members. Make your local Board's voice heard and send a delegate to the MSBA Delegate Assembly held during the MSMA Annual Fall Conference on October 22, 2015.

# Maranacook Area School District

## Regional School Unit No. 38

*A Caring School Community Dedicated to Excellence*

Donna H. Wolfrom, Ed.D.  
Superintendent of Schools

Nancy Harriman, Ph.D.  
Director of Curriculum, Instruction & Assessment

Tel. 207-685-3336

Ryan Meserve  
Special Education Director

Brigette Williams  
Finance Manager

Fax. 207-685-4703

6c.

## Memorandum

To: Donna Wolfrom  
From: Brigette Williams  
Date: 09/30/15  
Re: Security Camera Lease/Purchase RFP Award

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On Wednesday, September 9, 2016, I contacted four financial institutions regarding a municipal lease/purchase bid for Security Cameras. The bid opening date was Wednesday, September 30, 2015.

The financial institutions contacted were:

Androscoggin Bank

Gorham Leasing Group

TD Bank (No bid - Non deposit account and lease amount too small)

Camden National (Bid received late)

Two proposals were received. Below is a summary of the proposals:

Financial Institution	Interest Rate	Lease Amount	Yearly Payment
Androscoggin Bank	2.66%	\$28,902.00	\$7,512.47
Gorham Leasing Group	3.20%	\$28,901.47	\$7,570.25

I recommend the municipal lease/purchase agreement be awarded to Androscoggin Bank.

CONTRACT FOR SCHOOL PRIVILEGES

THIS AGREEMENT ("Agreement") entered into pursuant to 20-A M.R.S.A., Chapter 115 as of this 19<sup>th</sup> day of May 2015, by and between the Fayette School Committee for the Town of Fayette, a Maine municipal corporation, located in the County of Kennebec, in the State of Maine ("Fayette") and RSU #38, a Maine school administrative unit, located in the Town of Readfield, County of Kennebec in the State of Maine.

WHEREAS, the voters of the Town of Fayette voted at a town meeting on June 26, 1993 to authorize the Fayette School committee to enter into this contract for school privileges with RSU #38, and

WHEREAS, the voters of RSU #38 voted on August 11, 1993 to authorize the RSU #38 School Committee to enter into this contract to accept tuition students from Fayette,

THEREFORE, in consideration of the mutual promises and covenants contained herein, RSU #38 and Fayette, intending legally to be bound, agree as follows:

1. **Term, students.** now RSU #38 agrees for a period of five (5) school years, commencing with the school year on July 1, 2016 and ending June 30, 2021, to enroll as tuition students in its school system the following categories of students from Fayette:

- A. Secondary Students (grades 9-12); and
- B. Elementary Students (grades 6-8).

The above students shall be hereinafter collectively referred to as "Tuition Students".

2. **Termination.** Either party may terminate this contract by giving the other party notice of termination in writing at least two years prior to the effective date of termination.

3. **Successor contract.** Fayette shall notify RSU #38 in writing before July 1, 2020 if it desires to enter into a successor contract for school privileges upon the expiration of this contract. If such notice is given, representatives of the parties shall promptly meet to discuss the terms of a successor agreement.

4. RSU #38 agrees to provide the Tuition Students with an educational program that meets the educational standards established by the State of Maine Department of Education. Fayette and RSU #38 agree to file a copy of this Agreement with the Commissioner.

5. **Tuition.**

A. **Regular program tuition.** Fayette shall pay RSU #38 tuition for each student enrolled in the regular educational program at the rate and in accordance with the terms provided by 20-A M.R.S.A. 5801-5814, as may be amended from time to time.

B. **Special education tuition.** Tuition for each student with a disability, as defined in Maine Special Education Regulations, Chapter 101, section 3.1 (July 1, 1992), shall be computed as provided in Maine Special Education Regulations, Chapter 101, section 17 (July 1, 1992), as may be amended from time to time.

Tuition shall include program costs and all actual costs associated with support services, including, but not limited to Physical therapy, Occupational Therapy, Speech and Language therapy, Psychological services, and Educational Technician support as agreed to in the student's IEP.

C. **Applied technology program tuition.** Fayette accepts responsibility for tuition costs to CATC or other external programs.

Fayette shall be entitled to copy, review and inspect the books and records of Maranacook with respect to such applied technology and special education students.

6. **Students with disabilities.** Fayette shall provide written notice to the RSU #38 Director of Special Education of all Individual Educational Planning meetings scheduled after April of each year for Fayette students not already in attendance who may be enrolled in RSU #38 under this contract. Appropriate representatives of RSU #38 shall be permitted to attend such Individual Educational Planning meetings and to participate in the preparation of Individual Educational Programs, to the extent permitted by state and federal special education laws and regulations. RSU #38 reserves the right to limit the number of students with disabilities that may be newly enrolled if the Superintendent and Special Education Director determines that such a limit is necessary to maintain an acceptable quality of service with existing personnel, buildings and other resources.

7. **Special education services.** Fayette accepts responsibility for all special education costs beyond the standard program tuition.

A. The RSU #38 School Department Director of Special Education shall provide Individual Educational Planning meeting notices, IEP's, and minutes to the Fayette Superintendent of Schools for Fayette tuition students. Appropriate representatives of Fayette School Department shall attend such Individual Educational Planning meetings and participate in the preparation of Individual Educational Programs, to the extent permitted by state and federal special education laws and regulations.

8. **Limitation of enrollment.** On or before April 30 of each year, Fayette shall provide the Superintendent of RSU #38 written notice of the names and grade levels of all Fayette students who are expected to enroll in RSU #38 in the following school year. The Superintendent of RSU #38 may limit the number of Fayette students that may be newly enrolled if the Superintendent determines that such a limit is necessary to maintain an acceptable quality of service with existing personnel, buildings and other resources. The Superintendent shall provide Fayette written notice of any such limit by May 15 prior to the school year to which the limit will apply.

9. Tuition students shall be subject to the same policies and procedures regarding academic performance, behavior and discipline as students who reside in RSU #38.

10. This agreement embodies the entire Agreement and understanding of the parties and supersedes any and all prior agreements, arrangements and understandings relating to matters provided herein. No amendment, waiver of compliance with any provision or condition hereof, or consent pursuant to this Agreement will be effective unless evidenced by an instrument in one or more counterparts and such counterparts will constitute one and the same instrument. The laws of the State of Maine will govern the validity, construction, interpretation

and performance of this Agreement. This agreement shall incorporate any and all amendments to state or federal laws or regulations that bear on the terms hereof.

11. Any notice, demand or request required or permitted to be given under the provisions of this Agreement shall be in writing and shall be deemed to have been duly received on the date of personal delivery or three (3) days after the date of mailing if mailed by registered or certified mail, postage prepaid and return receipt requested, to the following addresses, or to such other address as any party may request by notifying in writing the other party to this Agreement.

To Fayette: Superintendent of Schools  
Fayette School Department  
2023 Main St.  
Fayette, ME 04349

To RSU #38: Superintendent of Schools  
RSU #38  
45 Millard Harrison Dr.  
Readfield, ME 04355

IN WITNESS WHEREOF, the Fayette School Committee and the RSU #38 School Committee have caused this Agreement to be executed as of the day and year first above written.

**Fayette School Committee**

**RSU #38 School Committee**

By: Elaine Wilcox  
(Printed Name)

By: \_\_\_\_\_  
(Printed Name)

Chair, Elaine Wilcox  
(Signature)

Chair, \_\_\_\_\_  
(Signature)

6/11/15  
Date

\_\_\_\_\_  
Date

Elementary Principals' Report  
 October 7, 2015  
 Janet Delmar (MES & MTV)  
 Jeff Boston (RES & WES)

	Pre-K	K	1	2	3	4	5	Total
MES	26	26	33	22	27	29	22	185
RES	17 3 WES students in pm session	32	22	30	26	20	28	175
MTV	8	23	26	15	17	19	20	128
WES		10	14	10	13	11	09	67

### Readfield Elementary School Administrative Assistant

It is with mixed emotions I inform you that Sherry Williams will be leaving us to take a new position at RSU #5 working with technology in their central office. Over the years, Sherry has been the welcoming face at Readfield Elementary School to our students, staff and parents. She wears many hats in the course of a day to ensure the office runs smoothly. Her nurturing and friendly demeanor as well as her professionalism has contributed to making our school a great place to work and learn. While Sherry will be greatly missed, we all wish her the very best in her new position.

### Constitution Week

The elementary schools are moving into fall in full swing! We recently had the pleasure of celebrating Constitution Week (9/17-9/23) with presenter Bonnie Wilder visiting our schools. Presentations were made to Grade 1-5 classes about the Constitution. In 1955, the National DAR initiated Constitution Day along with Citizenship Day on September 17, the anniversary date of the signing of the 1787 Constitution. Congress passed a law in 2004, which requires all public schools to have a program/observance during what is now Constitution Week every year.

Mrs. Wilder is a member of the Maine Society of the Daughters of the American Revolution and a retired teacher with thirty years experience in schools in New Hampshire and Massachusetts. She is a part-time Wayne resident and has been presenting in our schools for the past several years. This year's theme will be on "How the Thirteen Colonies Became A Nation".

We thank Mrs. Wilder for another animated, colorful, student-centered experience about our Constitution!

## Smarter Balance Assessment Results

The Maine Department of Education has decided to discontinue with this assessment and has not released any information on an assessment, which will replace Smarter Balance. Our results from the Spring assessment is below for Grades 3-5 in reading and math:

Reading (Percentage of students meeting or exceeding the standards):

RES: 75%

WES: 77%

MES: 64%

MTV: 55%

District: 66%

State: 49%

Math (Percentage of students meeting or exceeding the standards):

RES: 60%

WES: 46%

MES: 50%

MTV: 52%

District: 54%

State: 40%

## 2015 Fall Assessments

Our students are completing a number of assessments this fall:

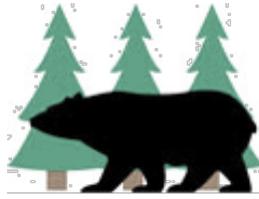
**Mathematics** - Students have been given a pre/post unit common assessments based on the Common Core standards. These common assessments were developed by our grade level teachers, math coach, math interventionists, and curriculum coordinator and will be used for professional growth with their instruction as well as supporting our students' academic achievement.

**Reading** - Reading assessments including the DRA2 and DIBELS in the primary grades are being given to determine the current independent reading levels of our students.

**Writing** - All students K-5 have been given an initial writing prompt. In late fall, another district writing prompt will be given. Teachers will score the writing pieces and measure student progress.

**Purpose of assessments** - Our teachers will use the data to drive instruction that will improve student learning and achieve proficiency with the Common Core standards.

Maranacook Community Middle School  
2100 Millard Harrison Drive  
Readfield, ME 04355



Cathy Jacobs, Principal  
Phyllis Cote, Office Coordinator

Phone: 207-685-3128  
(ext. 1114 to reach the office)  
Fax: 207-685-9876

"A Caring School Community Dedicated to Excellence"

7a.

## Middle School Principal's Report October 7, 2015

Enrollment: Grade 8: 85      Grade 7: 83      Grade 6: 92      Total: 260

### Civil Rights Team

Gwen Mohlar and Sarah Caban, MCMS Civil Rights Team advisors, recently attended a daylong Civil Rights Team Advisor Training conference sponsored by the Maine Attorney General's office. They attended sessions on effective civil rights teams, civil rights history, and heard about what other middle school civil rights teams are doing to address issues of bias in their schools. Brandon Baldwin, director of the Civil Rights Team Project, shared the many ways that he and his staff will support CRTP Advisors this year. The team is also planning monthly, school wide activities to raise awareness for all of our students around the issues of civil rights in our society.

The week of September 21 the civil rights team sponsored an activity titled "Why We Have Civil Rights Team" for all advisee groups, held the 3rd Spongepit Friendly, and had a sign-up for new members. Over 60 students participated in the community building Spongepit Friendly at lunch, where students had an opportunity to meet and make a new friend. Mixed in to a big plastic swimming pool of sponges were questions like name a food you like to eat, what is your favorite color, or what do you think would be a good pet to own. Interested students went into the sponge pit for about 1 minute, in pairs. Each person chose and answered a question. The purpose of going into the sponge pit was to get to know something new about someone they may or may not know. The students enjoyed the activity and felt that they did get to know someone new! The first meeting for all new and returning members is Friday, October 2.

### Meeting the needs of All students

As part of our RSU# 38 Strategic Plan, Goal#1, Success for Every Student, our new Alternative Education Teacher on the Sebago Team, Mary Freeman, along with her team mates, Laurie Roddy, Kelly Brooks and Rick Sirois have been engaged in some creative ways of connecting these sometimes disconnected students to school. Research shows that when students feel connected to and a sense of belonging in school, their academic achievement increases. This has proven to be true already this year on Sebago! They started the year working on being a community of learners. They developed classroom norms and refer to these norms regularly, inside and outside the walls of the classroom. They have visited Sebago Lake, hiked Mt. Pisca and attended the Common Ground Fair as a team. Through these activities, these students have

developed a strong sense of belonging and support for each other. In ELA class, they are reading more than ever because they believe they can and are having discourse about the elements of reading. They are also keeping reading journals for the first time. In math they are working on Transitions to Algebra, which is the same course some high school students are taking! They have just completed our fall NWEA assessments and one student was so excited to have improved his reading score by 12 points that he couldn't wait to tell everyone! This is a huge accomplishment for a student who has seen very little success throughout his school career. We are all so excited to see what these students can and are accomplishing and plan to celebrate their success with the entire school community.

## **Improving Effective Instructional Strategies**

One of the instructional strategies that we will be focusing on this year is the Workshop Model. On our first teacher workshop day we did an overview of what that looks like and at our staff meetings we have been digging into the components that make up that strategy. These components include giving students challenging tasks, developing a collaborative learning community, facilitating intentional discourse, conferring with students and student reflection. Sarah Caban and Barbara Bourgoine will support our work as we learn about each one of these elements and how to implement them in the classroom. Many staff members participated in book studies over the summer to improve their understanding of this method of delivering curriculum and will take a leadership role in the school as we continue this exciting work.

## **Safety drills**

In order to continue to keep our students and staff safe at all times, we have been working on practicing emergency drills. Fire drills (now called evacuate the building), lockdowns, lockouts, shelter in place and clear the halls are all of the drills we practice on a regular basis. Our MCMS Emergency Team meets every other week to debrief the drills and plan further practices. We are currently planning a campus evacuation drill with the high school emergency team. This is a complex procedure involving the transportation department, local fire and police officials, parents, staff of both middle school and high school and Kents Hill School. We are confident that by practicing these procedures, our staff and students will be ready if a real emergency should arise.

## **Upcoming events:**

October 7: Flu clinic

October 16: Make a Difference Day kick off assembly

October 22: Fall play performance 7:00 PM

October 24: Fall play performance 2:00 PM

October 15: Picture Day

October 19-23: Make a Difference Week

October 23: Advisee Day out Make A

Difference Day closing Assembly;

Fall play performance 7:00 PM



## MARANACOOK COMMUNITY HIGH SCHOOL

RSU#38

2250 Millard Harrison Drive

Readfield, Maine 04355

Office (207)685-4923

Fax (207)685-9597

Dwayne Conway, Principal  
Al MacGregor, Student Services Director

Steve DeAngelis, Dean of Students  
Pat Stanton, Dean of Students

### School Board Report 9/29/15

Dear RSU 38 Board Members:

7a.

The GAPP (German American Partnership Program) students and teachers are currently visiting. The students arrived at the Portland JetPort late Monday night and were greeted by Mrs. Morris, Mrs. Archambault and their American partners including parents and students. Being part of GAPP as a school is always an incredible undertaking. It requires a lot of time and effort on the receiving countries end with the cultural exchange and lasting friendships being the payoff. This Friday, the GAPP students and students involved in our Gear-Up program, will visit Portland and Cape Elizabeth. Next weekend, the students will be visiting New York City before departing for Germany. It should be an interesting and fun filled couple of weeks.

Our security cameras at the school are up and functioning. I'm very appreciative of the investment the school district has made. In the first month of school, I have not seen any vandalism at the high school. In previous districts I served in as an administrator, the cameras have been a great tool in investigating a crime and I believe in our case now at Maranacook, preventing crime.

NWEA testing is underway in the district and will start on 10/5 at the high school. The testing is specifically in math and reading for ninth and tenth grade students. We hope to give the test next spring in order to be able to measure growth from Fall to Spring. The data from last years NWEA informed us, that as a school, we are doing a good job meeting the needs of our highest achieving students. These students are higher on average than the same cohort for the state. On the other end, it revealed to us that we are not meeting the needs of our most struggling students. These students on average score lower than the same cohort for the state. We will design our school goals around this data and use the evaluation system to help us focus our efforts. One factor, which helps our higher achieving students do so well, may be our intensive dual enrollment program. Having an interventionist to work with our most struggling students will help, but beyond that, we need to do business differently as a school. Recently at a staff meeting, we identified Domain 1, DQ 9, Element 41: Probing Incorrect Answers with low expectancy students, as one of the Marzano elements we will be evaluated on as faculty.

Homecoming is this upcoming weekend. On Friday afternoon at 3:30, the field hockey team will play Oceanside High School at home and the varsity football team will play Telstar at 7:00 under the lights. Following the football game there will be a small bonfire and possibly a dunk tank. On Saturday, boys and girls soccer will both be home against Morse starting at 12:00.

Respectfully submitted,  
Dwayne Conway

Enrollment as of 9/29/15: Freshmen - 90, Sophomore - 92, Juniors -103, Seniors - 116

**WARRANT ARTICLE RECONCILIATION  
REGIONAL SCHOOL UNIT NO. 38  
2015-2016  
September 29, 2015**

7a.

<u>DESCRIPTION</u>	<u>APPROVED</u>	<u>TRANSFER</u>	<u>REVISED</u>	<u>EXPENDED</u>	<u>ENCUMBERED</u>	<u>REMAINING</u>	<u>% REMAIN</u>
Regular Instruction	6,766,831.00		6,766,831.00	1,397,762.37	42,274.61	5,326,794.02	78.72%
Special Education	2,031,153.00		2,031,153.00	333,510.85	0.00	1,697,642.15	83.58%
Career & Technical Educ.	0.00		0.00	0.00	0.00	0.00	#DIV/0!
Other Instruction	418,234.00		418,234.00	43,616.94	3,035.00	371,582.06	88.85%
Student & Staff Support	1,574,832.00		1,574,832.00	347,107.44	90,124.25	1,137,600.31	72.24%
System Administration	539,058.00		539,058.00	165,709.32	1,921.02	371,427.66	68.90%
School Administration	907,044.00		907,044.00	226,450.99	3,281.03	677,311.98	74.67%
Transportation	982,687.00		982,687.00	168,468.81	70,188.98	744,029.21	75.71%
Facilities/Maintenance	1,941,732.00		1,941,732.00	690,130.71	234,750.92	1,016,850.37	52.37%
Debt Service	699,676.00		699,676.00	0.00	0.00	699,676.00	100.00%
All Other Expenses	107,063.00		107,063.00	5,799.40	0.00	101,263.60	94.58%
<b>TOTAL BUDGET</b>	<b>15,968,310.00</b>	<b>0.00</b>	<b>15,968,310.00</b>	<b>3,378,556.83</b>	<b>445,575.81</b>	<b>12,144,177.36</b>	<b>76.05%</b>

As of today's date we are optimistic that the overall budget for Regional School Unit No. 38 remains sound as budgeted for fiscal year 2015-2016

Please do not hesitate to contact me with any questions, comments or suggestions through e-mail at [brigitte\\_williams@maranacook.org](mailto:brigitte_williams@maranacook.org) or telephone at 685-3336.

October Board Report  
Health Center  
Oct 1, 2015

The Health Center is pleased to report a successful start to the 2015-2016 school year.

Enrollment paperwork has been steadily coming in for expanded services. This means that parents are saying “yes” to the opportunity to have their child seen at school for medical or counseling needs. Last year, our enrollment was 54% of the student body. I have attended and spoken at both open houses to encourage parents to enroll their students.

We rely heavily on committed volunteers and have volunteers 5 days a week at the High School Health Center and two days a week at the Wellness Center. We are thrilled about this.

Our Community Advisory Committee met on Sept 15. We have begun a quilt raffle fundraiser and are planning our annual Maranacook String Band Concert for March 12.

Our Student Advisory Committee has several new members and will meet today. We will begin setting goals and looking at leadership opportunities right away.

The School Health Leadership Council (district wide group focusing on health and wellness) had its first meeting yesterday. The group discussed the Student Wellness policy in detail.

Suicide Prevention Initiatives are underway. We are working toward having all school personnel, district wide, trained in Suicide Awareness and are identifying gatekeepers and trainers to continue this important work.

Rebecca Reynolds  
Health Center Director

# Maranacook Area School District

## Regional School Unit No. 38

*A Caring School Community Dedicated to Excellence*

Donna H. Wolfrom, Ed.D.  
Superintendent of Schools

Nancy Harriman, Ph.D.  
Director of Curriculum, Instruction & Assessment

Tel. 207-685-3336

9/28/15

Ryan Meserve  
Special Education Director

Brigette Williams  
Finance Manager

Fax. 207-685-4703

7a.

### October Board Report

Dear RSU #38 School Board:

The first month of school is almost done and staff and students have been very busy getting settled into the new school year. As I mentioned in my previous board report, special education staff have been focused on setting up services and supports for the students they work with, as well as holding formal transfer Individualized Education Program (IEP) team meetings. We have had many new students enter the district and I have spent much of September helping staff and families plan for their transition into our schools.

Just this past week a few special educators and I attended an IEP workshop in Farmington on aligning IEPs to the Maine Learning Results (MLRs) and the Common Core State Standards (CCSS). It was a collaborative effort between the Western Maine Education Collaborative (WMEC) and Michael Opuda from Drummond Woodsum. All of the participants were able to increase their understanding of aligning IEPs to MLRs/CCSS in order to strengthen the standards-based IEP process for students. This information will be taken back to all special education staff soon for another professional development session. As new information comes out from the Department of Education (DOE), or from other groups such as WMEC, we continue to fine-tune our process and update our practice.

At the end of October there will be a statewide conference put on by the Maine Administrators of Service for Children with Disabilities (MADSEC) in Portland. During that conference our own school psychologist, Susan Holinger, will be leading a multi-part session. She will be co-presenting with another member of the Maine chapter for school psychologists, and will be providing up-to-date guidance on how to implement the learning disability evaluation document. The conference is a two-day event organized by MADSEC, but with the support of DOE and other practitioners throughout the state.

If you have any questions please let me know.

Sincerely,

Ryan Meserve  
Special Education Director

September 30, 2015

7a.

To: RSU #38 Board of Education

From: Nancy Harriman

Re: Curriculum Update

*Do you have a Growth Mindset?*

I'm not wild about "buzzwords," however, *the idea that we can grow our brain's capacity to learn and to solve problems* (Dweck, 2014) is crucial to our approach to improving student learning. The term was coined by Carol Dweck to explain research on what learners perceive contributes most to their successes or failures. The concept applies to adults and students with all types of learning profiles. In the fall, administrators, teachers and specialists in our system are setting professional development goals, performance goals, school goals – many layers of goals to improve student achievement! A Dweck example of a **growth mindset** approach to this task is, *If I don't take responsibility, I can't fix it. Let me listen—however painful it is— and learn whatever I can.* In comparison, an example of a **fixed mindset** is, *It's not my fault. It was something or someone else's fault.*" Key to the model is a learner's belief in his/her own ability to learn while understanding that it may take persistence and effort.

September is goal setting month in schools for students, too. Students take district assessments like the NWEA Measures of Academic Progress in math and reading. Teachers review their overall scores and performance in specific domains of reading (i.e. literary text, informational text, or foundational skills like phonics). Together with their initial observations of students' daily performance in the classroom they guide students in setting reading goals. Teachers also work closely with interventionists to look at NWEA's in conjunction with other measures (like the Developmental Reading Assessment of reading level) to determine which students may need intervention. This process is required by Title I, which funds most of the reading intervention programs in three of our

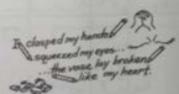
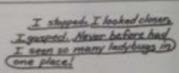
four elementary schools, but a similar process is being implemented at all levels as part of a Response to Intervention (RTI) model.

**Narrative Writing Checklist (continue)**

**Grade 5**

DEVELOPMENT

Did I do it like a fifth grader?

	NOT YET	STARTING TO	YES
 <p>I developed characters, setting, and plot throughout my story, especially the heart of the story. To do this, I used a blend of description, action, dialogue, and thinking.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 <p>I showed why characters did what they did by including their thinking and their responses to what happened.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 <p>I slowed down the heart of the story. I made less important parts shorter and less detailed and blended storytelling and summary as needed.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 <p>I included precise details and used figurative language so that readers could picture the setting, characters, and events. I used some objects or actions as symbols to bring forth my meaning.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 <p>I varied my sentences to create the pace and tone of my narrative.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Last week I was in a grade 5 classroom in which students self-assessed their progress as writers, then set a writing goal. The class was a few weeks into a Narrative Writing Unit so students had drafts of narrative writing pieces to refer to if they weren't sure how to rate themselves. First the teacher reviewed the criteria for each element of writing in two sections of the narrative writing rubric: Structure & Development, asking students to give examples. Then she provided students with a checklist with visual cues for each element of writing, so they could rate each one as:

\_\_\_Not yet \_\_\_ Starting to \_\_\_YES!  
(See sample of checklist from Calkin's Units of Study).

*My writing goal is*

*because ...*

Of note was how the teacher skillfully interspersed a brief discussion about goal setting and success. She pointed out that certain renowned athletes did more than set a goal, they worked hard and practiced a lot in order to meet it. (Obviously the teacher had built her background knowledge of Dweck's research!) She brought up examples of popular authors the students had been studying as well, and how they had to revise their writing or even start over sometimes. The students nodded their heads, chimed in with some comments, then earnestly went about assessing their own strengths and needs as writers on the checklist. Then they filled out a half sheet on which they filled in a writing goal on a mirror.

The students' goals were very personal and aligned to the criteria on the writing checklist. The teacher and I conferenced with students, asking them occasionally to show places in their writing where they had demonstrated the strategies, or guiding them to the strategies inherent in the criteria to make their goals more specific, (i.e. **How** could you make the "heart of your story" stronger? Ah, you could blend in more **dialogue and thoughts** of the characters...)

This is just one example of the process of goal setting that is happening in many classrooms at many levels, in many subjects, throughout the district. *What are your goals for the year? Why? What strategies will you use to reach your goals? Do you have a growth mindset?*

*Effort is one of those things that gives meaning to life. Effort means you care about something, that something is important to you and you are willing to work for it.*

*Carol Dweck*

Dwek, C. (2014) TED talk. [https://www.ted.com/talks/carol\\_dweck\\_the\\_power\\_of\\_believing\\_that\\_you\\_can\\_improve?language=en](https://www.ted.com/talks/carol_dweck_the_power_of_believing_that_you_can_improve?language=en)

Boaler, J. Parents beliefs about math change their children's achievement. <https://www.youcubed.org/think-it-up/parents-beliefs-math-change-childrens-achievement/>

# Maranacook Area School District

## Regional School Unit No. 38

*A Caring School Community Dedicated to Excellence*

Donna H. Wolfrom, Ed.D.  
Superintendent of Schools

Nancy Harriman, Ph.D.  
Director of Curriculum, Instruction & Assessment

Tel. 207-685-3336

Ryan Meserve  
Special Education Director

Brigette Williams  
Finance Manager

Fax. 207-685-4703

7a.

### Superintendent Report

October, 2015

The start of the 2015-2016 school year went very smoothly. One concern that we worked on prior to the start of the year was the PreK bussing schedule, but due to the hard work and planning of our Transportation Supervisor, Blenny Butterfield, the students were picked up and dropped off without a problem. This took hours of studying student addresses, calling parents to verify bussing needs, and developing schedules that would work within the needed time-frames. Even this week we enrolled a new PreK student in the district who wouldn't have been able to attend if there hadn't been transportation. I am confident that by providing bussing we are offering a more equitable program and meeting the needs of more of our students.

Much time has also been spent this month in preparation of the pilot RSU #38 Teacher Effectiveness System, PE/PG (Performance Evaluation/Professional Growth). On the early release day, September 25<sup>th</sup>, members of the committee presented the overview of the system to all members of the teaching staff. Teachers were given time to work on the first step of the system, the self-assessment, an on-line assessment based on the Marzano teaching standards. More training is scheduled to occur at the October 9<sup>th</sup> teacher in-service day. All teachers will be working on the common Marzano element, #1 *Provided clear goals and scales* as well as selecting two other elements on which to focus their professional growth plans. Administrators are addressing the same elements as last year as part of a two-year professional growth plan. They are in the process of revising their action steps to further their work in these areas.

On September 11<sup>th</sup>, several of the RSU #38 administrative staff attended a conference entitled *Essentials of School Safety* that was presented by attorneys from Drummond and Woodsum. Topics included Building Security, Dealing with Threatening or Dangerous Parents, Dealing with Dangerous Students, Communicable Diseases, and Safety Audits. The topic of surveillance cameras was also especially informative as we have installed the security cameras at the high school and middle school.

I have been impressed by the quality of teaching that I have observed throughout the district so far this year, as well as with the in-depth conversations that are being held in grade level meetings as we continue to work on the development of standards-based instruction and assessment. Our administrators and teachers are working hard to identify specific meanings of the standards and then to provide the instruction necessary for students to meet those standards. The level of discussion is impressive and I am extremely proud of the professionalism of the RSU #38 staff.

Sincerely,

Donna H. Wolfrom

7b.

To: Donna Wolfrom  
From: Al MacGregor  
Date: October 1, 2015  
Re: 2015-2016 Co-curricular Nominees

<u>Position</u>	<u>Name</u>	<u>Category</u>	<u>Experience</u>	<u>Amount</u>
HS Math Team	*Robyn Graziano	IV	6	\$2565
Student Senate	*Robyn Graziano	I	12	\$4668
Fall Musical	*Drew Albert	II	2	\$2347.80 (70%)
	*Tara Wicks	II	10+	\$1163.70 (30%)
Spring Play	*Drew Albert	II	2	\$3354
Speech/Debate	Amy Trunnell	I	13	\$4468
Honor Society	*Paula Weisberger	IV	16	\$2828
Musical Accomp	*Adam Scarpone	V	2	\$2040
MS Math Team	*Sue Caron	IV	0	\$2302
MS Play	Iona McCabe	II	10+	\$3679
MS Yearbook		V		\$2102 (base)
GAPP	*Anne Archambault	III	6	\$1545.50 (50%)
	*Patricia Morris		4	\$1414 (50%)
French	*Shane Gower	III	1	\$1414 (50%)
	*John Hirsch	III	5	\$1414 (50%)

\* RSU #38 employee

September 16, 2015

Members present: Donna Wolfrom, Jeff Boston, Cheryl Marvinney, Sarah Caban, Pia Holmes

1. September 25, 2015 early release plans:

12-2pm - Eric Herlan PAC at the High school

2 to 3pm - Teacher Effectiveness Overview: PAC at the high school

2. Cohorts 2016, 2017, 2018 should we have different points for shorter cohorts?

We discussed points for cohorts 2016 and 2017 and decided that they should do 10 points (2016-10 pts in 1 year, 2017 10 pts over 2 years, cohort 2018 should do 20 points over 3 years.

3. Plans for Sept. 25-we only have 1 hour

**Donna:** brief history of the committee

Explanation of the 3 cohorts

**Denise Churchill:** Review of 3 columns (overview) of the PE/PG System

**Jill Watson & Cheryl Marvinney:** Tour of PEPG folder on first class:

**Sarah Caban:** Rubrics-teacher evidence

Next Meeting: Wednesday, September 30, 3:30 – 5:00 p.m., Superintendent's Office

## **Teacher Evaluation/Effectiveness Committee Meeting**

September 30, 2015 3:30-4:30 @ CO

Present: Laura Reville, Robin Terrell, Denise Churchill, Jeff Boston, Ryan Meserve, Pia Holmes, Dwayne Conway, Jill Watson, Rebecca Henry, Janet Delmar

### **1. Review of SLO handbook**

Review SLO appendices A-C

Discussion of where State Assessments fit- they are *in addition to* the regular 2 SLOs/year.

Growth measures can be all the same for an instructional group or a mixture of measures for the group.

Review of Handbook

The committee feels it is ready to pilot

### **2. Discussion on "Educational Specialists" and evaluation**

Review of definitions from Chapter 508 & Chapter 108 State Requirements

How do we evaluate the people who do not fit well into the PEPG Model? ie. interventionists, nurses, media specialists, literacy specialists, academic coaches, guidance, school psychologist, speech, OT, PT, etc.

Who could fit: Math & literacy specialists

Who doesn't fit: nurses, media specialists, guidance, sped consultants, academic coaches, athletic director, technology integrationists,

We will need to modify the PEPG system- adjust the first two columns of the overview(Prof. growth & Prof practice, eliminate SLOs)

### **3. October 9, AM ~ SLO Training for teachers:**

Jill has a checklist that may be helpful in helping teachers to get started with writing a SLO.

Key elements:

Overview- What is a SLO, what are the steps

Target setting options

Provide time for teachers to begin working on it and ask questions

Start with whole group for Overview 10-15 mins (Jill & Cheryl), Target Setting Guide 10-15 mins— (Denise,) then break into grade spans groups (K-2, 3-5, 9-12) to look at sample SLOs, brainstorm possible assessments that could be used in developing SLOs and begin work on filling out forms. Have staff bring computers

**4. Update for Board: October 21**

Presentation similar to what was presented to Staff on Sept 25.  
Denise will go over the Overview, Jill will go over the PEPG First Class folder.

**5. PEPG Grant: what could we use it for?**

Marzano materials?

Training?

PD?

**6. Next steps:**

Modified plan for the people who do not fit with the PEPG

**Next Meeting: October 28**