

**REGIONAL SCHOOL UNIT NO. 38**

**BOARD OF DIRECTORS**

**Maranacook Community High School Student Center**

**September 2, 2015, 6:30 p.m.**

**AGENDA**

1. Call to order:
2. Nomination of Officers: (10 min.)
  - a. Nomination of Board Chair
  - b. Nomination of Board Vice Chair
3. Presentations: (25 min.)
  - a. New Maranacook Web Site – Diane MacGregor
  - b. Dual Enrollment Courses at MCHS
  - c. Recognition of outgoing Board member – John Blouin
4. Consent Agenda: (5 min.)
  - a. Approval of Minutes of June 17, 2015\*
  - b. Ratification: Teachers hired during the summer, in consultation with Board Chair/Vice Chair\*
  - c. Ratification: Awarding of Lease Purchase Agreement for Maranacook campus lighting/security project\*
  - d. Ratification: Awarding Snow Plow/Sanding Bids\*
  - e. Approval of out-of-state travel – High School Debate Tournament, Yale University, New Haven, CT, September 17-20, 2015\*
  - f. Acceptance of Donations\*
5. Citizens' Comments: (5 min.)
6. Additions/Adjustments to the Agenda by Board and/or Superintendent: (5 min.)
7. Action/Discussion/Informational Items: (40 min.)
  - a. Consideration of Lease Purchase Agreements for Buses\*
  - b. Consideration of upgrading District-wide copiers and lease purchase agreement\*
  - c. Board Committee Assignments\*
  - d. Review of RSU #38 Strategic Plan\*
8. 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. Fall coaching & co-curricular appointments\*
  - c. Ad Hoc Groups:
    - Awesome Bear Society – 09/09/15, MCHS Media Ctr., 6:30 p.m.
  - d. Committee Reports:
    - Health Center Advisory Council – 09/15/15, MCHS Media Ctr., 6:30 p.m.
    - Teacher Evaluation\* - next mtg. TBD
9. 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**  
**June 17, 2015, 6:30 p.m.**  
**Minutes of Meeting**

Members Present: Chair David Greenham, Vice Chair Melissa O’Neal, Michael Apolito, John Blouin (arrived 7:39), Gary Carr, Stephen Hayes, Trish Jackson, Bonnie Simcock, Terri Watson

Member Excused: Pia Holmes, Shawn Roderick, (2 vacant positions)

Administrators Present: Superintendent Donna Wolfrom, Principals Jeff Boston, Dwayne Conway, Janet Delmar and Cathy Jacobs, Director of Curriculum, Instruction and Assessment Nancy Harriman, Director of Technology Diane MacGregor, Finance Manager Brigitte Williams

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

2. Presentation by State Music Festival Students

Music/Chorus teacher Drew Albert spoke about the All State Music Festival and introduced some of the Maranacook students who qualified to compete at the Festival. Colleen Wright, Eric Schessler, Keegan Stockford and Colby Watts spoke about their experiences at the festival and thanked the Board for the opportunity for students to attend the program. Other Maranacook students who qualified to compete at the music festival were Bailey Sechrist, Anne-Marie Ricker, Abby Despres and Kelcey Thornton.

3. Recognitions:

a. Retiring staff

The following staff members were recognized:

Sharon Chaplin, Nurse, 20 years of service at Maranacook High School, Manchester, Readfield and Mt. Vernon Elementary Schools (last 15 years at Readfield and Manchester)

Donna Cole, Custodian, 23 years of service at Maranacook Community High School

Diane Curtis, Teacher, 26 years of service at Manchester Elementary

Laurel Danforth, Teacher, 23 years of service at Wayne Elementary

Cathy Hayden, Teacher, 22 years of service at Maranacook Community Middle and High Schools

Mary O’Brien, Teacher, 30 years of service at Manchester Elementary

Marion Pelton, Food Services, 10 years at Maranacook Community High School

Linda Smith, Teacher, 23 years of service at Mt. Vernon Elementary (1 year at Wayne)

Pat Stanton, Teacher, 33 years of service at Maranacook Community High School (14 years as a dean of students)

John Twitchell, Education Technician III, 14 years of service at Maranacook Community High School

Mark Wicks, Teacher, 37 years of service at Maranacook Community High School (10 years as an academic dean)

Deyanne Worcester, Teacher, 30 years of service at Maranacook Community High School

The Board thanked the retiring staff for their years of service to the children of the district and wished them all well.

b. Outgoing Board members

The following outgoing Board members were recognized for their work: Russell Evans (4.5 years), Madeline Snow (1 year), Dick Spencer (1 year), and David Greenham (3 years).

4. Action from June 3, 2015 Executive Session

**MOTION** by Simcock to extend the following Administrator contracts as follows: Janet Delmar, 2017; Steve DeAngelis, 2016; Diane MacGregor, 2017; Norman Robichaud, 2016; Jeff Bridges, 2016, Al MacGregor, 2016, and Rebecca Reynolds, 2016. Motion was seconded by Watson. It was noted for the

record that the other administrator contracts were not extended because the contract dates are already beyond the 2016 date and it is not necessary at this time. **Motion Carried:** 8 in favor, 0 opposed.

**MOTION** by Simcock to authorize the Superintendent to conduct a salary analysis for the position of finance manager. Watson seconded the motion. **Motion Carried:** 8 in favor, 0 opposed.

5. Consent Agenda:

a. Approval of Minutes of June 3, 2015

**MOTION** by Carr, second by Watson to accept the minutes of June 3, 2015 as presented.

**Motion Carried:** 7 in favor, 0 opposed, 1 abstention (Hayes).

b. Acceptance of Occupational Therapist resignation – Dianna Schmidt

**MOTION** by Carr, second by Watson to accept the resignation of Dianna Schmidt with thanks and gratitude for her years of service. **Motion Carried:** 8 in favor, 0 opposed.

c. Acceptance of Nominations of First Probationary Contract Teachers

**MOTION** by Carr, second by Watson to accept the nominations of first probationary contract teachers as presented. Discussion followed.

**Motion Carried:** 8 in favor, 0 opposed.

d. Approval of Contracted Meal Service Agreement between RSU #38 and Fayette School Department

**MOTION** by Carr, second by Watson to approve the contracted meal service agreement between RSU #38 and the Fayette School Department. Discussion followed and minor clarification revisions suggested. **Motion Carried:** 8 in favor, 0 opposed.

e. Authorize the Superintendent to file the proper and necessary application forms to participate in any and all selected federal programs for RSU #38 and otherwise act as the authorized representative for and on behalf of RSU #38 for 2015-2016

**MOTION** by Hayes, second by Watson to authorize the Superintendent to file the proper and necessary application forms to participate in any and all selected federal programs for RSU #38 and otherwise act as the authorized representative for and on behalf of RSU #38 for 2015-2016.

**Motion Carried:** 8 in favor, 0 opposed.

f. Authorize Superintendent to hire and accept resignations, in consultation with the Chair or Vice Chair, during the summer

**MOTION** by Hayes, second by Apolito to authorize the Superintendent to hire and accept resignation, in consultation with the Chair or Vice Chair, during the summer.

**Motion Carried:** 8 in favor, 0 opposed.

6. Citizens' Comments: no comments

7. Additions/Adjustments to the Agenda by Board and/or Superintendent:

Brief discussion on how the actions taken by the Legislature will affect the school district's budget. Finance Manager Williams noted that the same thing happened two years ago. There is nothing we can do with what the towns are set to pay us without going back through the process. If the subsidy is greater, we will carry it forward.

Chair Greenham reported that Board members Pia Holmes, Michael Apolito, Trish Jackson, Shawn Roderick and Gary Carr were all elected at the June town elections to the RSU #38 Board of Directors. Michele Pino of Mt. Vernon was also elected. We are awaiting reports from the towns of Readfield and Wayne for the appointment of write-in candidates.

The Board thanked the Administrative Team for their work on the budget; the school district's budget passed in all of the towns.

8. Action/Discussion/Informational Items:

a. Update on RSU 38 ESEA Grants

Nancy Harriman, Director of Curriculum, Instruction and Assessment shared how the District has expended the allocations for Title I and Title II grants (handout). She reviewed the

projects that the current year monies have funded as well what is being proposed for the 2015-16 school year. It was noted how it was nice to have the goals written along with the outcomes.

b. Consideration of request to go out to bid for Revenue Anticipation Note (RAN)

**MOTION** by Carr, second by Watson to approve the request to go out to bid for a Revenue Anticipation Note (RAN) (maximum amount of \$400,000) as outlined in the board packet.

Discussion followed. **Motion Carried:** 8 in favor, 0 opposed.

c. Transfer of funds

Superintendent Wolfrom recommended approval of the warrant article transfers as outlined in the memo.

**MOTION** by Carr, second by Apolito to approve the transfer of funds between warrant article costs centers as outlined in Item 8c. **Motion Carried:** 8 in favor, 0 opposed.

d. Appointment of Interim Board Chair

Melissa O'Neal nominated Terri Watson to serve as interim Chair during the summer.

Steve Hayes nominated Melissa O'Neal to serve as interim Chair during the summer.

Melissa O'Neal respectfully declined the nomination.

The Board unanimously appointed Terri Watson as Interim Chairperson.

John Blouin arrived.

9. Adjournment:

**MOTION** and second to adjourn at 7:40 p.m.

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

Ratification of Appointment of First Probationary Contract Teachers – 2015-2016 school year

William Babbitt	Math – Maranacook Community High School
Mary Conlon	Special Education – Readfield Elementary School
Cassandra Dunphy	Grade 3 – Readfield Elementary School
Catherine Hanscom	Special Education – Mount Vernon Elementary School
Julie McFarlane	Occupational Therapist, District-wide
Katie Reed	Pre-K – Mount Vernon Elementary School
Kate-Lynn Tarr	Kindergarten – Mount Vernon Elementary School

Position	Math Teacher - Maranacook Community High School	
Candidate	William Babbitt	
Educational Preparation	University of Maine at Orono,	2010
	B.S. Secondary Education/Concentration in Mathematics	
Related Experience	High School Math Teacher, Brewer School Department	2012-2014
	Substitute Teacher, MSAD # 31	2010-2011
References	David Wall, Principal, Brewer School Department	
	Kelly A. Ilseman, Assistant Director, Umaine Upward Bound Math Program	
	Carol Marcinkus, Principal, MSAD #31	
Certification	Provisional 7-12 (300) Mathematics	7/1/2019
Salary	\$33,149.68 Degree: BA Level 2	
Board Hire Date	9/2/2015	
Replacing	Tracey Hollingsworth (transferred to HS Math Integrationist)	

Position	Special Education Teacher - Readfield Elementary School	
Candidate	Mary Conlon	
Educational Preparation	University of Maine at Farmington,	2015
	B.S. Special Education	
Related Experience	Substitute Teacher, Strong School Department	2015
	Ed Tech III, Strong School Department	2015
References	Kathleen A. Miles, Student Teaching Supervisor, UMF	
	Michael Hanson, Special Education Teacher, Mt. Blue MS	
	Cindy Richards, Resource Room Teacher, Strong Elementary School	
Certification	Provisional K-8 (020) General Education	7/9/1905
Salary	\$32,184.16 Degree: BA Level 1	
Board Hire Date	9/2/15/2015	
Replacing	Erica Gower (transferred to grade 2 @ RES)	

Position	3rd Grade - Readfield Elementary School	
Candidate	Cassandra Dunphy	
Educational Preparation	Western Governors University, UT	2009
	B.S. Special in Interdisciplinary Studies K-8	
Related Experience	1st Grade Teacher, Winslow Elementary School	2012-2015
	1st Grade Teacher, George J. Mitchell School	2009-2012
References	Kyle Price, Principal, Winslow Elementary School	
	Rosemary Patterson, Literacy Specialist, George J. Mitchell School	
	Deborah Cook, Math Specialist, Waterville Public Schools	
Certification	Professional K-8 (020) General Education	2016
Salary	\$36,223.55 Degree: BA Level 5	
Board Hire Date	9/2/2015	
Replacing	New Position	



Position	Special Education Teacher- Mount Vernon Elementary School	
Candidate	Catherine Hanscom	
Educational Preparation	University of Maine Augusta	1992
	B.A. Jazz and Contemporary Music	
	UMPI, UMM, UMFK, USM- additional courses in General & Special Education	
Related Experience	Special Education Day Treatment Teacher, Turner	2011-2015
	Ed Tech III, Day Treatment Program	2009-2012
	Special Education Tutor,	2007-2009
References	Pam Doyon, Principal, Green Central School	
	Luci Davis, Clinician DTP, Turner	
	Lindsay Carter, Special Education Teacher, Lewiston Schools	
Certification	Eligible for Conditional Special Education K-8 (282)	2016
Salary	\$35,668.50 Degree: BA +15 Level 4	
Board Hire Date	9/2/2015	
Replacing	Toni Parker (Transferred to Wayne Elementary School)	

Position	Occupational Therapist - District	
Candidate	Julie McFarlane	
Educational Preparation	University of Southern Maine	2013
	M.A. Occupational Therapy	
	University of Southern Maine	2003
	B.A History	
Related Experience	Occupational Therapist, RSU 9	2013
	Level II Occupational Therapist, MaineGeneral	2012-2013
References	Darcy Sillanpaa, Special Services Teacher, Cascade Brook School	
	Christine Libby, Mast Occupational Therapist, Mt. Blue School District	
	Sarahmarie Gervais, Child Development Services	
Certification	Licensed Occupational Therapist	2016
Salary	\$39,000 (80%) Degree: MA	
Board Hire Date	9/2/2015	
Replacing	Dianna Schmidt	

Position	Pre-K Teacher- Mount Vernon Elementary School	
Candidate	Katie Reed	
Educational Preparation	University of Maine Orono	2010
	B.S. Elementary Education	
Related Experience	Pre-K Ed Tech III, RSD #9	2013-2015
	Library Ed Tech III RSD #9	2009-2015
References	Shelly V. Chasse-Johndro, M.Ed. Project Opportunity	
	Erika Neal, Pre-K Teacher, Farmington Maine	
	Pam Bean, Librarian, Mt. Blue High School	
Certification	Eligible for Transitional General Education Pre- K-3 (081)	2016
	Provisional English Second Language K-12 (660)	
	Provisional General Education K-12 (020)	
Salary	\$16,092.08 (50%) Degree: BA Level 1	
Board Hire Date	9/2/2015	
Replacing	Danielle Judkins	

Position	Kindergarten Teacher- Mount Vernon Elementary School	
Candidate	Kate-Lynn Tarr	
Educational Preparation	Thomas College	2009
	B.S. Elementary Education	
Related Experience	Kindergarten Teacher Lewiston Public Schools	2010-2015
References	Cindy Gish, Assistant Principal, Montello Elementary School	
	Rebecca Belleau, TPEG Coordinator, Montello Elementary School	
	Meagan Mattice, Teacher, Sylvio Gilbert Elementary School	
Certification	Professional General Education (020)	2017
Salary	\$35,168.50 Degree: BA+15 Level 4	
Board Hire Date	9/2/2015	
Replacing	Michelle Hood (Transferred to 1st Grade MTV)	

# 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

4c.

To: RSU #38 Board of Directors  
From: Donna H. Wolfrom, Superintendent of Schools  
Date: 08/28/15  
Re: LED Lighting Project Lease/Purchase RFP Award

---

On Thursday, July 16, 2016, Finance Manager Brigette Williams contacted two financial institutions regarding a municipal lease/purchase bid for the LED Lighting Project. The bid opening date was Thursday, August 6, 2015.

The financial institutions contacted were:

Androscoggin Bank

Gorham Leasing Group

One proposal was received. Below is a summary of the proposal.

<u>Financial Institution</u>	<u>Interest Rate</u>	<u>Lease Amount</u>	<u>Yearly Payment</u>
Androscoggin Bank	2.68%	\$19,720.00	\$5,127.27

I accepted the bid from Androscoggin Bank as noted, and request your ratification of acceptance of the bid as presented above.

**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  
4d.

TO: RSU #38 Board of Directors  
FROM: Donna H. Wolfrom, Superintendent of Schools  
SUBJECT: Ratification of Awarding of Snow Plow/Sanding Bids  
DATE: August 3, 2015

On July 21, 2015 Paul Criss, Brigette Williams and I opened bids for snow plowing/sanding of the RSU #38 properties for the three-year period, July 2015 – June 2018.

The following bids were submitted:

Millard Harrison Drive Campus, including Transportation Department yard on North Road – One bid received from John Cushing Construction

2015-2016	\$37,000.00
2016-2017	\$38,000.00
2017-2018	\$38,000.00

Mt. Vernon Elementary School Campus – Two bids received from:

	Jonathan Kent	Sid Smith
2015-2016	\$6,800.00	\$6,500.00
2016-2017	\$6,800.00	\$6,800.00
2017-2018	\$6,800.00	\$7,000.00

Readfield Elementary School Campus – One bid received from John Cushing Construction

2015-2016	\$7,400.00
2016-2017	\$7,600.00
2017-2018	\$7,800.00

Wayne Elementary School Campus – One bid received from Dennis Bruen Construction

2015-2016	\$4,500.00
2016-2017	\$4,700.00
2017-2018	\$4,900.00

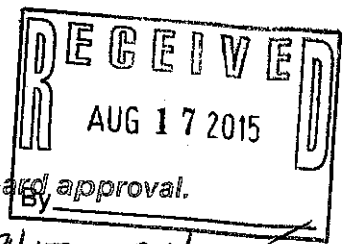
We did not receive any bids for the Manchester Elementary School campus, but the current contract with Scott D. Lyon Construction runs through the 2016-17 school year. Paul Criss has talked with Mr. Lyon and he will submit a proposal for the 2017-18 school year so that all our contracts will be on the same schedule.

I accepted the bids from John Cushing Construction, Sid Smith, and Dennis Bruen Construction as presented above and request your ratification of acceptance of the bids as presented above.

DHW/d

Field Trip Request Form

4e.



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 High School Date of trip: 9/17 - 20/2015

Destination: Yale University CT (New Haven)

Departure time (from school): 9/17 around 2:00 Return time (to school): Sunday 9/20 6:00 pm  
(Bus must be back to school no later than this time)

Coach Teacher: Amy Trunnell Grade level(s): Seniors - (John Parent / Jacob Ide)

Number of students: 2 Number of chaperones: \_\_\_\_\_

Cost of activity: \$90 student activity fund Cost of transportation: student activity fund

Paid By: \_\_\_\_\_  
(School, Parent Association, Other)

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

debate tournament

Planned Stop(s): None

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: \_\_\_\_\_

Principal's Signature: Dwight Conway Recommended  Not Recommended \_\_\_\_\_ Date: 8/18/15

- 2 copies to Transportation Director
- 1 copy to Food Service Director
- 1 copy to Principal and Teacher
- 1 copy to Accounts Payable

\* Based upon cost per mile as determined through budget process (driver, bus, gas, depreciation)

Bus Transportation Office Use		
Bus Driver	Departure Date	
Return Time	Driver down time	Total mileage
Approved Schedule followed _____ Yes _____ No		

Acceptance of Donation  
September 2, 2015

4f.

<b>Donor</b>	<b>Amount</b>	<b>Department</b>
Marc Lacasse	\$225.00	Lacrosse
Amy Trunnell	\$100.00	Maine College Circle
A-Copi	\$500.00	Maine College Circle



# 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.

## Memorandum

To: Donna Wolfrom  
From: Brigette Williams  
Date: 08/28/15  
Re: School Bus Lease/Purchase RFP Recommendation

---

On Monday, August 3, 2015, I contacted two financial institutions regarding two municipal lease/purchase bids for two school buses we are purchasing. Each bus will have its own lease/purchase agreement. The bid opening date was Wednesday, August 26, 2015.

The financial institutions contacted were:

Androscoggin Bank

Gorham Leasing Group

Two proposals were received. Below is a summary of the proposals for each lease.

Financial Institution	Interest Rate	Lease Amount	Yearly Payment
Gorham Leasing Group	2.60%	\$87,300.00	\$22,682.04
	2.60%	\$85,529.00	\$22,221.90
Androscoggin Bank	2.68%	\$87,300.00	\$22,698.29
	2.68%	\$85,529.00	\$22,237.83

I recommend the municipal lease/purchase agreement be awarded to Gorham Leasing Group.

# 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

7b.

## Memorandum

To: Donna Wolfrom  
From: Brigette Williams  
Date: 08/28/15  
Re: District Copiers & Lease Purchase Agreement

---

We are set to make the final payment on the lease purchase agreement for the district copiers this fall. In preparation for the budget year 2016-2017, I requested the copier company, A-Copi, do an assessment on the condition of our copiers so I could get a sense of what we would need to budget for next year.

What was discovered is that eleven copiers in our district are in need of replacement now. A-Copi would continue to service the copiers under the current maintenance agreement, but the amount of breakdowns and repairs would increase. This causes loss work time and frustration at those locations.

A-Copi suggested that we work with them and Androscoggin Bank, the holder of the current lease purchase agreement, to bring in eleven new copiers and roll the final payment of the current lease into a new lease purchase agreement. If we replace these machines now A-Copi will reduce the maintenance per copy cost because we would have so many new copiers.

I have received proposals for copier replacements and a new lease purchase agreement. The proposal would work within our current budget. I recommend this proposal be brought to the School Board for their consideration.

Please indicate the committees you are interested in serving on and return this sheet to Donna Foster.

\_\_\_\_\_ **Administration/Teacher Evaluation (4):** This committee will be researching and working to find evaluation forms and processes to evaluate our staff. The frequency of meetings will be determined when the committee meets for the first time. (3:30 p.m. meetings) (Holmes, Watson)

\_\_\_\_\_ **Adult and Community Education (1):** This committee will meet and work with Steve Vose serving as an Advisory Committee to our programs and services covered by Adult Education. This committee meets quarterly. (*Simcock*)

\_\_\_\_\_ **Alternative Education/Drop Out Prevention (1):** This is a State-mandated group that meets annually to review our Drop Out Prevention plan and make recommendations to the Board and Administration on programs and services to augment our work with at-risk students. This committee meets once per year. (*Carr*)

\_\_\_\_\_ **Awesome Bear Society (1):** This person will serve as the School Board liaison to the Awesome Bear Society which provides funding and support to High School and Middle School co- and extracurricular offerings. This committee meets monthly. (*Simcock*)

\_\_\_\_\_ **Communications (4):** The goal of this Committee is to provide full transparency of all Board activities and communications and maximize feedback from parents, students, teachers, and community members. (*Jackson, O'Neal, Roderick*)

\_\_\_\_\_ **Curriculum/Assessment (4):** This committee is charged with reviewing and making recommendations for updating our Board-approved curricula in all of the content areas. This committee also sets timelines for approval as well as recommending our Assessment work across the District. The frequency of meetings will be determined when the committee meets for the first time. (*Hayes, Roderick, Watson*)

\_\_\_\_\_ **Energy Management/Facilities (4):** This committee meets with the Superintendent and Maintenance Director to review the progress being made to become more energy efficient, as well as maintaining our facilities. The frequency of meetings will be determined when the committee meets for the first time. (*Carr*)

**Finance:** The entire Board serves as the developers/approvers of the school budget. The budget goes to the voters in a District Budget Meeting and Budget Validation Referendum. A full schedule is proposed beginning with the start of the budget process in January.

\_\_\_\_\_ **Health Services Advisory Committee (2):** The Student Based Health Center Advisory Committee meets to support and strengthen our Health Services grades 6-12. The Board member will serve as a liaison between the Board and our Health Services (Health Centers). This committee meets bi-monthly. (\_\_\_\_\_)

\_\_\_\_\_ **MSMA Legislative Contact (1):** This person will facilitate communication between the Maine Legislature, Maine School Management Association, and our School Board on legislative issues. There are no meetings. (*O'Neal*)

\_\_\_\_\_ **Negotiations(4):** The Board is currently in negotiations with our Support Staff and Professional Staff (having completed negotiations on a three year contract with our Bus Drivers). These individuals will be the Board representatives working with the Finance Manager and Superintendent to negotiate new contracts. This committee meets regularly until the contracts are settled (currently at least once per month per Association). (*Apolito*)

\_\_\_\_\_ **Policy (4):** These members will review our policies and update them as necessary. In addition, this Committee will recommend new and/or mandated policies to the full Board for adoption. The frequency of meetings will be determined when the committee meets for the first time. (*Holmes, O'Neal, Simcock*)

\_\_\_\_\_ **School Health Leadership Council (4):** These representatives will serve as liaison to the full Board on the work in the schools and communities around school/community health and wellness. This Council meets quarterly with subcommittees meeting more often. (3:30 p.m. meetings) (\_\_\_\_\_)

\_\_\_\_\_ **Transportation (4):** This committee serves as the "hearing officers" should there be an appeal of a transportation issue. In addition, they will review the need for bus replacements and make recommendations to the full Board on bus purchases/sales. This committee meets at least annually and when an appeal is raised. (*Carr, Hayes*)

\_\_\_\_\_ **Vocational (CATC) (1):** This person will be the RSU Board representative to the Capital Area Technical Center Advisory Committee. This group recommends programs and budgets to the Augusta School Board. This person will serve in tandem to the Superintendent. This group meets once every other month at the Vocational School. (\_\_\_\_\_)

\_\_\_\_\_ **Warrants/Finance (4):** These individuals will be available to sign the payroll and payables warrants at the Central Office (requirement). (*Apolito, Hayes, O'Neal, Watson*)

Elementary Principals' Report  
 September 2, 2015  
 Janet Delmar (MES & MTV)  
 Jeff Boston (RES & WES)

	Pre-K	K	1	2	3	4	5	Total
MES	27	26	31	20	27	28	23	182
RES	21	32	26	31	27	20	29	186
MTV	8	22	28	17	19	20	20	134
WES	0	9	14	10	11	10	8	62

Welcome back to school! The elementary schools opened their doors to excited students eager to get back and teachers enthusiastic to greet them! Custodians at all schools have worked extremely hard all summer cleaning and making small repairs. Floors are gleaming and the schools are clean and attractive! Secretaries have been busy preparing handbooks and registering new students, increasing enrollment in some of our schools.

As elementary principals, we are working in a collaborative manner to provide consistency among the schools as well as honoring the different cultures with our staffs. School schedules have been developed to maximize time for teaching and learning as well as optimal use of our resources.

We would like to take this opportunity to welcome the following new faculty and staff to our elementary schools:

MES - Jannifer McNaughton (4th Grade Teacher), Erica Boudreau (Math Interventionist), Anthony Lufkin (Art), Kate-Lynn Tarr (Kindergarten), and Jada Clark, Nurse. Diane Wadsworth has moved from 1st Grade to the ELL position and Christine Johnson has moved from Kindergarten to Grade 1.

RES - Erica Gower (2nd Grade Teacher), Christine Miner (4th Grade Teacher), Cassandra Dunphy (3rd Grade Teacher), Mary Conlon (Resource Room Teacher), April Beaudry (Ed. Tech III-Readiness Skills Program), Sasha Avila (Ed. Tech III-Readiness Skills Program), and Deb Elwell (Ed. Tech III Pre-K Program).

WES - Susan Hogan (4<sup>th</sup>/5<sup>th</sup> Grade Teacher) and Abby Shink (Math Interventionist)

MTV - Katie Reed (PreK Teacher), Emily Brittelli (Kindergarten Teacher), Emily Bennett (1st Grade Teacher), Catherine Hanscom (Special Education Teacher), and Abby Shink (Math Interventionist). Michelle Hood has moved from Kindergarten to Grade 1.

## **Elementary Staff Professional Development:**

### **August 27th**

RES/WES - The faculty members at RES/WES met at Readfield Elementary School. The morning session was facilitated by our district math coach, Sarah Caban, math interventionists, Christine Mohlar and Abby Shink, and our teacher-leaders, Lynette Stinneford, Erica Gower, Jennifer Tweedie and Chelsea Gordon, on mathematical practices (MP#2 - Reason Abstractly and Quantitatively & MP#4 - Model with Mathematics) for our schools' learning rounds. In addition, using data from the 2014-2015 SY, we identified students who would be in need of Tier II support in literacy and math. The afternoon session was facilitated by our teacher-leaders in developing our school goals in literacy, writing and math.

MES/MTV - The two school staffs met separately on August 27th to review our new school-wide behavior procedures and protocols. Lead Teachers in both building helped facilitate these meetings. Our focus is on using consistent, positive supports and routines for all our students throughout the building. Monica Smith, the district behavior specialist, also helped facilitate a part of the morning at Mt. Vernon by updating the staff on the revised behavioral Rtl model and current best practices. Both schools also had time to work with grade level and/or grade span teachers as well as the building literacy specialists and math interventionists to review caseloads and plan instruction.

### **August 28th:**

RSU 38 staff met at the high school for an opening assembly with our superintendent, update on the educator effectiveness pilot program, unveiling of the new Maranacook web site, introduction of new staff, Wellness team and concussion update. Elementary staff spent the remainder of the morning session receiving suicide prevention training. In afternoon session consisted of staff meeting back in their individual buildings to prepare for the first day of school. Teachers teaching second and fifth grade received i-Ready training (piloting a new online assessment program for literacy and math), while special education teachers met with our special education director, Ryan Meserve.

### **DRA:**

Below are the percentage results from our Spring 2015 DRA Assessment K-5. The Developmental Reading Assessment (DRA) is an individually administered assessment of a child's reading capabilities. It is a tool to be used by teachers to identify a student's reading level, accuracy, fluency, and comprehension. Once levels are identified, our teachers can use this information for instructional planning purposes.

Percentage of students at or above grade level for the Spring 2015 assessment were:

RES: 87%

WES: 86%

MES: 78%

MTV: 91%

**NWEA:**

Last May, we completed our spring assessment for reading and math in Grades K-2 using NWEA (Northwest Education Assessment): The NWEA is an online assessment, which measures student growth in mathematics, language arts and grammar usage. As students complete the assessment, it is automatically scored for the teacher. It provides the teacher with individual and class progress (data). Here are the results for students meeting or exceeding the standards:

RES: Reading - 81% and Math - 75%

WES: Reading - 83% and Math - 77%

MES: Reading - 73% and Math - 73%

MTV: Reading - 71% and Math - 83%

**Elementary MEA Science Results (May 2015)**

Last month, we received the results of the Maine Educational Assessment in Science that last year's 5<sup>th</sup> graders took in May. Below are the results by school with the percentage of students meeting or exceeding the state standards.

RES - 94%

WES - 100%

MTV - 100%

MES - 72%

RSU 38 (Grade 5) - 91%

**RES Mileage Club**

During the 2014-2015 SY, Sean Harper organized a Mileage Club (K-5) for students to walk during recess on Mondays, Wednesdays and Fridays. Thanks to Mr. Harper and our parent volunteers' efforts, our students walked 2,804 miles in 42 recesses. This is slightly over 67 miles per recess. Great job RES students!

We are looking forward to developing strong educational partnerships with our parents and community as well as having a fantastic school year with our students and staff.

**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”**

---

Maranacook Community Middle School  
RSU#38 Principal’s Report  
September 2, 2015

8a.

Middle School Enrollment: grade 6: 92, grade 7: 84, grade 8: 88 Total: 264

### **Summer Professional Development**

The Middle School staff has been very busy this summer working on “sharpening their saws”. Staff members have participated in many summer professional development opportunities including continuing to learn about and developing standards based curriculum units, with a focus on assessments and scales; book studies in math and English/Language arts with Sarah Caban and Barbara Bourgoine; more in depth Restorative Practices training; conferences; and team meetings to plan how to put all of the new learning into practice.

At the beginning of the summer, a math workshop that was well attended by math teachers in grades k-9 was facilitated by Sarah Caban and the lead teachers from each school. The focus of this work was to expose all of these teachers to the Common Core mathematical progressions so they could begin to understand what students are learning prior to coming to their class and where they are headed when they leave. It was very powerful to have math teachers in grades k-9 working together to improve mathematics instruction across the district.

Our first teacher workshop day was spent doing advisor training at Camp Androscoggin. This well planned, well facilitated day is crucial to the development of all advisors, new and old, in order for us to continue to provide support for our students as they develop into caring, informed and involved citizens in our communities. The second workshop day Sarah Caban and Barbara Bourgoine took us through the process of setting up the classroom workshop model of delivering curriculum. As we move closer to the Proficiency Based Education model, this model will help teachers more effectively differentiate their curriculum so that all students have the opportunity to become proficient in the standards. It will be exciting to see this implemented in our classrooms!!

### **First Student Days**

On Monday August 31, our 6<sup>th</sup> graders will be participating in their first day with their new advisee groups. With the help of senior helpers for each group, they will participate in many team-building activities planned by our grade level master advisors. These activities are designed to meet each of the grade level goals for the advisee system and will support our students as they continue to develop into caring, informed and involved citizens. Our 7<sup>th</sup> and 8<sup>th</sup> graders will be arriving back to school as the “big kids” and are always so helpful to the younger students in the building. All of the incoming 6<sup>th</sup> graders have a team “buddy” who is there to help them navigate their way through



their first year at the middle school. It is so rewarding to be able to spend every day with a group of caring, respectful young people. I am so excited to welcome them all back!!

### **Restorative Practices Work**

As we start the second year of our Restorative Practices grant, we are very excited about implementing all of the strategies we learned last year. We know that research supports our philosophy that students must be ready to learn before learning can take place. One of the most important aspects of being ready to learn is feeling that you are in a safe, caring environment. In order to strengthen our already positive school culture, we are committed to using common language and approaches to helping students take responsibility for and make change in their challenging behaviors. One way to do this is to build a community where everyone has a sense of belonging. We will be using community-building circles throughout the year in our classrooms, in advisee time and in staff meetings to achieve that goal.

"The fundamental premise of restorative practices is that people are happier, more cooperative and productive, and more likely to make positive changes when those in authority do things with them, rather than to them or for them."(Restorative Practices Handbook, Costello, Wachtel and Wachtel, 2009)

Our entire staff continues to participate in training sessions with the Restorative Practices Institute guided by Pam Anderson from the Restorative Practices Collaborative of Maine as our coach. Pam will be working with us for two more years to help us continue to improve the culture of our school community. Several staff members are also seeking additional trainings outside of what Pam is offering.

The most important piece of this work is that it is supported by research that when the culture of the school improves, academic achievement increases as well.

#### Upcoming events:

August 31 and Sept 1: 6th grade and new student parent laptop meeting

Sept 5: Instrument Rental Day

Sept 8-10: MS musical Auditions

Sept 8: Middle School Sports start

Sept 9: Middle School Parent information night

Sept 25: Early release



## MARANACOOK COMMUNITY HIGH SCHOOL

RSU#38

2250 Millard Harrison Drive

Readfield, Maine 04355

Office (207)685-4923

Fax (207)685-9597

8a.

Dwayne Conway, Principal  
Al MacGregor, Student Services Director

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

### School Board Report 8/25/15

Dear RSU 38 Board Members:

On July 15<sup>th</sup>, we received word from Dr. Edwards, the Provost of Thomas College, that their Board of Trustees has approved the Associates degree pathway between Maranacook and Thomas College. I'm sure you can appreciate this exciting news. By November of this year, we hope to receive word from NEASC, for accreditation of the pathway. Next year, we will have 9.6% of our 9th graders, 13.6% of our 10th graders, 55% of our 11th graders, and 70.3% of our 12th graders taking at least one dual enrollment course. We project that this will save our students and families a cumulative dollar amount of \$320,465. There are many positive ramifications of dual enrollment, including increased attendance for students, and a greater likelihood of attending and staying in college.

In addition to our Associates degree pathway, we have also worked out a certificate program with the University of Maine at Augusta. Mr. Hirsch, our French teacher, has worked extremely hard to align some of our French courses with courses at UMA. With the program in place, students will be able to earn 20 college credits in French, which is the equivalent of graduating from the high school with a college minor in French. Thank you Mr. Hirsch and Mrs. Levesque, for your hard work in achieving this.

As you may already know, we had 26 of our students take a weeklong college intensive course, this past June. The class was called Experiencing Diversity and students received three college credits for the class. This is the first time ever that Thomas College has offered a college intensive course for high school students, and it was only offered to our students. Each student successfully completed the class and represented Maranacook well. The students worked extremely hard, grew close as a group, and gained a positive relationship with their professor. The feedback from the students was overwhelmingly positive. Not only did the students learn a lot in that one-week, but they also want to take what they learned back to the school and teach other students about diversity, possibly during Teen Issues.

We have many new staff members coming on board this year, at the high school. We spent a great deal of time and energy making sure we hired the right people. We want teachers and staff members who will help Maranacook continue to evolve. Our goal is to offer rigorous academic programming at every level, while supporting our students emotionally, through our advisor program.

In the coming weeks, we will be developing our school math and literacy goals for the upcoming year. Much of our focus and efforts, for the 2015-2016 school year, will be on

working towards offering a proficiency-based diploma, to the class of 2021. Dr. Harriman, Mrs. Caban and Mrs. Bourgoine have worked extremely hard with the different departments at the high school, in order to be able to accomplish this. We wholeheartedly thank them for all their efforts.

Respectfully submitted,  
Dwayne Conway  
Enrollment as of 8/25/15  
Freshmen- 91  
Sophomore- 92  
Juniors-100  
Seniors-111

**Adult Education  
Board Report  
Summer 2015**

The primary goal of Adult Education is to provide adults with educational opportunities needed to succeed in their roles as workers, family and community members. To be successful in this endeavor, it is critical to foster a close working relationship with the people in our local communities to build a better understanding of their unique wants and needs related to what we offer for enrichment activities and educational programming. For the fall semester we are currently organizing an addendum, to our previously circulated adult education brochure that will list an additional 8-10 new offerings within our enrichment programming. Once all of the new enrichment courses are verified, we will be adding them to our website (<http://maranacook.maineadulted.org>) and circulating paper copies to all of our regular drop off locations (town libraries, town offices, schools and local businesses). Again expanding upon our enrichment offerings, we are working to include over 20 new courses and programs to our winter/spring brochure! Exciting things are happening!

Throughout the summer, we continued our educational programming, working to equip adults, in our surrounding communities with the tools and educational experiences they need to thrive in the world of work. Our English tutor worked with several students, to increase their reading and writing skills, to prepare them to successfully pass their HiSET (High School Equivalency Test). We are excited to announce that for the fall we currently have 5 students who will be working with our program throughout 2015-16 to earn their high school diploma.

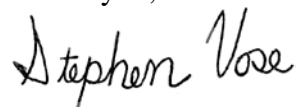
During the summer the adult education program supported a sizeable number of summer camps, including: track, basketball, gymnastics and soccer. We continue to have below average attendance at our summer camps, compared to previous years, as we compete against other sports programs that run practices and games throughout the entire calendar year.

In June, the adult education staff and I attended the annual Maine Adult Education Association (MAEA) annual conference at Bowdoin College. This was a fantastic time for all of us to learn, connect and share ideas with our adult education co-workers and receive critical updates from the Maine Department of Education (MDOE) and the federal DOE on the newly organized Workforce Investment Act and College and Career Readiness Standards (CCRS). Throughout 2015-16 we will be working to implement these new requirements.

The fall version of the RSU 38 Adult and Community Education brochure has been distributed within our local communities. I am very impressed with the quality of the brochure and excited to see the huge selection of high quality programming we have organized and made available to our local communities. Please join us by taking one of our many fun and interesting educational or enrichment opportunities and help us spread the word!

I look forward to the start of the 2015-16 school year knowing that Maranacook Adult Education will work to continue to be a cornerstone of this community, bringing enrichment programming and coursework that will continue to provide our towns with valued learning opportunities for years to come!

Thank you,



Steve Vose

**WARRANT ARTICLE RECONCILIATION  
REGIONAL SCHOOL UNIT NO. 38  
2015-2016  
August 28, 2015**

8a.

<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	838,056.43	64,381.19	5,864,393.38	86.66%
Special Education	2,031,153.00		2,031,153.00	195,190.52	0.00	1,835,962.48	90.39%
Career & Technical Educ.	0.00		0.00	0.00	0.00	0.00	#DIV/0!
Other Instruction	418,234.00		418,234.00	14,195.74	2,667.50	401,370.76	95.97%
Student & Staff Support	1,574,832.00		1,574,832.00	208,103.30	105,689.41	1,261,039.29	80.07%
System Administration	539,058.00		539,058.00	128,417.54	3,749.88	406,890.58	75.48%
School Administration	907,044.00		907,044.00	144,042.31	4,422.03	758,579.66	83.63%
Transportation	982,687.00		982,687.00	83,574.11	201.98	898,910.91	91.47%
Facilities/Maintenance	1,941,732.00		1,941,732.00	411,701.02	207,006.84	1,323,024.14	68.14%
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	5,777.81	0.00	101,285.19	94.60%
<b>TOTAL BUDGET</b>	<b>15,968,310.00</b>	<b>0.00</b>	<b>15,968,310.00</b>	<b>2,029,058.78</b>	<b>388,118.83</b>	<b>13,551,132.39</b>	<b>84.86%</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.

Health Center Board Report  
September, 2015

The Health Center Staff is looking forward to the 2015-2016 school year. Although the Health Center is closed in the summer months, we have kept the home fires burning. We have updated our website information, and have begun working with Maine General on hiring a Nurse Practitioner to begin in December. Our shelves are stocked and health information is in the student's packets all ready to go. We are planning the Flu shot clinic for early in October. Expanded services will begin September 8<sup>th</sup> and counseling will start just as soon as the students get here.

At the end of the school year, our funding situation was still up in the air. Thanks to numerous well spoken students and local health advocates and the complex web that makes up our public health system in Maine, the Fund for a Healthy Maine was left virtually untouched. Although the process took a few months off of my life, it was a reminder that we should not ever take this Health Center for granted. I want to extend a thank you to the School Board for your support of the Health Center last spring. It gives me great comfort to know that you value the services that we are providing to keep our community healthy.

Our Community Advisory Board will have its first meeting September 17<sup>th</sup> at 6:30 in the Media Center.

Sincerely,

Becca Reynolds

# 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

Brigitte Williams  
Finance Manager

Fax. 207-685-4703

8/25/15

8a.

### September Board Report

Dear RSU #38 School Board:

There has been a lot of really good programming going on for special education students at Maranacook over the summer. Our district-wide Extended School Year (ESY) program happened during the month of July, and we had a great turnout in terms of students and staff. Although many days it was quite warm, and the sun was enticing, the staff and students all seemed engaged in their learning while also having a good time. There were so many staff that made the ESY program successful, but I'd especially like to thank the coordinator Kristen Davis, the numerous specialists involved, the educational technicians, Blenny and her transportation staff for helping run the ESY program for the students.

This summer we also hired some new staff into the special education department. We hired a new resource room teacher at both Readfield and Mount Vernon elementary. I'd like to welcome Mary Conlon to Readfield and Cathy Hanscom to Mount Vernon. Both have been in numerous times over the summer in order to start getting ready for the new school year. We also will be having a new occupational therapist join us this year, and her name is Julie McFarlane. In making my way around the district this summer, I have been talking with staff and everyone seems focused on getting off to a great start this school year. The staff has been preparing and planning for students, and seem excited to get started.

The first month of school is often a very busy time for everyone, but especially for special education staff. We often have students moving in that require individualized approaches to their education, and with those requirements it takes a lot of coordinating, meeting and planning in order to implement their programs. Every new student who moves in with an Individualized Education Program (IEP) will have a formal team meeting soon after starting. This requirement is to ensure that all members of the student's team can review their needs and setup the necessary supports. The start of school is always an exciting time and it's great to see the enthusiasm that goes along with the doors opening and classes starting.

I hope you all have had a great summer and if you have any questions please let me know.

Sincerely,

Ryan Meserve  
Special Education Director

August 26, 2015

8a.

To: RSU #38 Board of Education

From: Nancy Harriman

Re: Curriculum Update

It has been a very productive summer of professional development and curriculum work. More than 40 staff members, K-12, participated in facilitated collaborative study and/or work on curriculum. Most focused on a particular strand of standards in a content area, and explored different approaches to help students progress up through levels. Content areas included mathematics, literacy, science, world language, and social studies. Providing time for collaborative study and dialogue strengthens teachers' background knowledge and deeper understanding of standards and related pedagogy – essential for raising student achievement. Teachers' time for participating was compensated through a combination of Title II (NCLB), Proficiency Grant, and district-funds (i.e. 1.5 days for Science, K-12) This is my third year in RSU #38 as Curriculum Coordinator, and while always collegial, I have noted a significant shift in discussions among teachers about instruction; the focus now is usually on *how* we can change the instruction to reach more students, rather than *whether* to change it.

What will our focus areas for professional work be this year?

- **Continue Standards-based Curriculum Development** Staff are getting more efficient at identifying priority standards, developing curriculum guides and unit maps, and documenting effective strategies for instruction to share with colleagues. We will continue our deliberative work on intentional yet engaging instruction, as we believe this is the route to standards-based proficiency. Teachers will be implementing the common units and assessments they have developed for mathematics and language arts, K-9; standards-based science units will be piloted in K-9 this year. Teachers in other content areas are developing standards-based common units and assessments for field-testing.
- **Proficiency-based Diplomas**  
All of our curriculum and assessment work is building the foundation for a sound proficiency-based system. Now that we understand better the implications of standards-based instruction, it is time to include students, their families, and community members in a dialogue about what would be most important to them in a reporting system.

**JumpRope** Teachers will enter students' scores on common assessments in Reading, Writing, & Math for grades 5-9 all year – so we can evaluate and refine a system for calculating mastery. Field testing for a limited set of standards for pilot common assessments in other subject areas (*i.e. Science, Art, Music, Social Studies, World Language*) will be phased in throughout the year, also, so more teachers have experience with the system and can meaningfully weigh in as to how to refine it if needed. The data entered this year will be used formatively, by teachers, to better meet students' instructional needs (*i.e. planning instruction, class placement*). It will **not be** used for to determine whether students graduate – yet. We want to develop a system that is reliable and we can have confidence in before we get to that point.

- **Professional Development Focus : Standards-based Rubrics and Scales**  
As we implement common assessments in literacy and math, pilot them in science, and field-test them in other content areas, it will be important to use a similar approach. The Coaching Team has come a long way in our understanding of how to meet this challenge; and with the skilled assistance of colleagues we are planning to offer quickshops, book studies, and other professional development opportunities to build our capacity in this area.



# 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

8a.

### Superintendent Report September 2015

While many people think summer is a down time in the educational world, I can tell you that behind the scenes, staff in RSU #38 have been very busy preparing for the 2015-2016 school year.

Earlier this week Paul Criss, Director of Maintenance and Transportation and I toured the district to view the many summer projects that our maintenance staff and contractors have completed. From the new kitchen floor in Manchester to the new roof and classroom carpet in Mt. Vernon, from the beautiful gym floors and new parking lot lights in the high school and middle school to the paving and new windows in the office at Wayne, to the new paving and painting in Readfield, our schools look beautiful!

This summer central office and school administrative assistants and office coordinators worked to learn the new Aesops system. This is a system that will call our substitutes and more importantly track the number of days each substitute works. This tracking is essential as we face the legalities of the new health care system that requires us to offer all staff the benefits of health care after they work a certain number of days. Penalties for failing to do this are high and the Aesops system, that requires teachers to log in to request a substitute or a personal day, will enable us to avoid sanctions.

The Administrative Team met last week for an entire day to assess our progress in meeting the goals of the RSU #38 Strategic Plan. Our accomplishments to date are impressive and we are well on our way to meeting those goals. In addition, the team developed plans to further our work this year including the implementation of the pilot teacher effectiveness system and our continuing work on providing the educational experiences necessary for our students to meet the standards in order to receive a standards-based diploma starting after July 1, 2021.

Even though administrators and interviewing teams started in April to fill positions made vacant through retirements or resignations, we still spent a great deal of time interviewing this summer in the spirit of ensuring that we hire excellent staff. We are confident that we have selected the best candidates for the open positions.

Sarah Caban led an amazing professional development opportunity for our math teachers this summer called *Strand-ed* that focused on creating K-12 curriculum for a strand of the mathematical standards. She first led a "train the trainers" session and then those teachers worked with a larger group in what resulted in a very exciting and productive professional development session.

Nancy Harriman worked with teachers in several content areas as we continue the identification of priority standards and supporting standards, and develop units that will support our students as they work to meet those standards. Nancy also worked with Kelly Frey, high school Spanish teacher, to analyze our student data from the APPL, a nationally normed foreign language assessment.

This week we finally received student scores from the Smarter Balanced Assessment that students in grades 3 through 8 and grade 11 took this spring. While there hasn't been a great deal of time this week to analyze scores, it appears that all but 4 of our classes in all of our schools (including individual classes in elementary schools) scored above state average. In fact, in many cases our students scored well above state average. The RSU #38 School Board expressed concerns last year about 5<sup>th</sup> grade science scores at one of our schools, Mt. Vernon Elementary. Principal, Janet Delmar worked with Mt. Vernon teachers and secured help from Shelly O'Donoghue, high school science teacher and I am pleased to announce that 100% of the Mt. Vernon 5<sup>th</sup> graders met or exceeded proficiency in Science in this year's MEA Science assessment! We will be sharing Smarter Balanced data at an upcoming School Board meeting.

Our new teachers gathered yesterday, August 25, for their district orientation. On Thursday, middle and high school teachers received further advisor training, elementary teachers met for school-based work, and bus drivers attended training sessions. On Friday morning all staff gathered for our opening assembly, followed by further trainings and professional development sessions. We are ready for the 2015-2016 school year!

Sincerely,

Donna H. Wolfrom  
Superintendent

8b.

To: Donna Wolfrom  
Date: August 13, 2015  
Re: Fall 2015 Coaching Nominations

Please submit the following individuals to the school board for approval as fall coaches.

<u>Position</u>	<u>Name</u>	<u>Category</u>	<u>Yrs/Category</u>	<u>Amount</u>	
Varsity G X-C	Rosalea Kimball	II	12	\$3679	
Varsity B X-C	Alice Berry	II.	0	\$1500	Reimbursed from XC activiy account
Girls Var. Soccer	Mike Morin	II	15	\$3679	
Girls JV Soccer	Travis Magnusson	IV	9	\$2565	
Boys Var. Soccer	Don Beckwith	II	32	\$3679	
Boys JV Soccer	Don Beckwith	IV	32	\$ 1314	
Var. Field Hockey	Jeannine Paradis	II	13	\$ 3879	
JV Field Hockey		IV		\$ 2628	
Golf	Ryan Meserve	II	11	\$ 3879	
Head Football	Joe Emery	I	5	\$ 4205	
Assistant Football	Bill Getty	III	13	\$ 3354	
Assistant Football*	Dwight Whittier	Vol.	7	\$0	
Assistant Football*	Lou Emery	Vol	5	\$0	
Assistant Football*		Vol		\$0	
MS X-C	Kelly Brooks	V	9	\$ 2302	
MS Girls Soccer	Kelsea Trefethan	V	0	\$ 2040	
MS Boys Soccer	Tom Radcliff	V	2	\$ 2040	
MS Field Hockey	Stephanie Weeks	V	0	\$ 2040	

\* This stipend will be paid by MAYFA.

## Teacher Evaluation Committee

8d.

June 15, 2015 3:30-5:00

Present: Dwayne Conway, Donna Wolfrom, Jeff Boston, Cheryl Marvinney, Sarah Caban, Pia Holmes, Denise Churchill

**Changes from the State:** our PEPG plan is now due at the end of next year... intent to pilot is due July 2015 - no major changes for our developed plan, mainly language clarification from original guidelines. See summary handout from Donna

1. **2015-16 Teacher Goals** will be based on 3 *Design Questions* rather than the specific elements as was done this year- the elements were too specific and were difficult to assess with a quick walk through. All elements within selected DQ would be evaluated. This will allow for flexibility for teachers and administrators.

(pg. 6 in our plan handbook)

Continuing contract teachers will choose 2 of the Design Questions to focus on, the third Design Question will be selected by the District

2. **2015-16 Timeline-** new goals or revised goals based on selected DQ

Add: Student Learning Objectives (SLO):

“Common assessment” could be a group of two or more teachers using an assessment- we will need to be relatively loose with this until we have more developed common assessments to select from.

By Oct 30, 2015- teachers will have identified: unit of study, content standards, and instructional cohort for their SLO study

By May 1, 2016- SLO evaluations will be completed

3. **2015-16 Trainings-** what would be best for teachers?

Readiness guide requirements: on-going training for evaluators  
training for teachers

Sept. 25, 2015 early release

Discussed possibilities: review components, iObservation, Marzano rubrics, Prof. development menu, how to locate forms in First Class

Calibrating with rubrics

Groups could meet by chosen design questions to view and discuss a video lesson with Marzano rubrics

October 9, 2015 workshop day - couple hours: focus: SLO (except MS who will need to do this at a staff meeting due to Restorative Practices training)

Dec. 3, 2015 - Collection of evidence/storage of materials, rotation of possible methods used by staff members to manage documentation

4. **Survey to submit to State** went through and completed questions required  
board presentation of our plan is no longer needed until next year

Respectfully submitted  
Denise Churchill