

**REGIONAL SCHOOL UNIT #38
BOARD OF DIRECTORS
Maranacook Community High School Student Center
September 21, 2016, 6:30 p.m.**

AGENDA

1. Call to order:
2. Consent Agenda: (5 min.)
 - a. Approval of Minutes of September 7, 2016*
 - b. Approval of out-of-state travel – Hynes Convention Center, Boston, MA, November 5, 2016*
 - c. Approval of out-of-state travel – Great East Music Festival, Agawam, MA, May 14, 2017*
 - d. Approval of out-of-country travel – Quebec City, Canada, March 5-12, 2017*
 - e. Approval of First Probationary Teacher Contract – 30% Elementary Physical Education Teacher, Nancy Martin*
3. Workshop: School Board Orientation with Attorney Bruce Smith (60 min.)
4. Executive Session pursuant to Title 1 M.R.S.A. § 405(6)(E), legal rights and duties of school unit (30 min.)
5. Citizens' Comments: (5 min.)
6. Additions/Adjustments to the Agenda by Board and/or Superintendent: (5 min.)
7. Action/Discussion/Informational Items: (10 min.)
 - a. Award municipal lease/purchase agreement for school bus purchase to Androscoggin Bank*
 - b. Review of Board Committee Assignments
8. Adjournment:

* Attachments

REGIONAL SCHOOL UNIT #38 BOARD OF DIRECTORS
Maranacook Community High School Student Center
September 7, 2016
Minutes of Meeting

Present: Chair Terri Watson, Wendy Brotherlin, Jon Caron, Gary Carr, Kelly Crotteau, Joan Farrar, Malcolm Hardy, Trish Jackson, Jim Marr, Betty Morrell, Shawn Roderick, Lucas Rumler

Member Excused: Vice Chair Melissa O'Neal

Student Representative: Abigail Despres

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

1. Call to order: Chair Watson called the meeting to order at 6:30 p.m.
2. Welcome and Introductions of Board members and administrative staff.
3. Nomination of Officers:
 - a. Nomination of Board Chair

Nomination by B. Morrell to elect Terri Watson as RSU 38 Board Chair. Second by J. Caron.
No other nominations were brought forward.
Call of vote to appoint Terri Watson as Chairperson. 11 in favor, 0 opposed
 - b. Nomination for Board Vice Chair

Nomination by T. Watson to elect Melissa O'Neal as RSU 38 Board Vice Chair. Second by B. Morrell.
Discussion ensued regarding having two people from the same town representing the RSU Board.
S. Roderick arrived during the discussion.
Call of vote to appoint Melissa O'Neal as RSU 38 Board Vice Chair. 11 in favor, 1 opposed (Carr)
4. Presentation: Update on Dual Enrollment Courses and summer courses.

Principal Dwayne Conway and Assistant Principal Kristen Levesque presented on the dual enrollment programming at the high school, reporting that it is one of the most robust programs in the State. Over half of the students at Maranacook are involved in the program and 35 students were involved in the summer intensive course. They shared success stories with the Board. This programs reaches students who may otherwise not consider enrolling in college following high school. It gives many students the confidence they need to pursue a secondary education. The Gear Up grant is used when there are costs associated with some of the courses. Two students who graduated from Maranacook in June also graduated with their Associates Degree.
5. Consent Agenda:
 - a. Approval of Minutes of June 15, 2016
 - b. Ratification: Teacher resignations accepted during the summer
 - c. Ratification: Teachers hired during the summer, in consultation with Board Chair/Vice Chair

d. Acceptance of Donations

e. Approval of out-of-state travel, High School Debate Tournament

Request was made to remove Item c. from the Consent Agenda.

MOTION by B.Morrell to accept Items a, b, d, and e of the Consent Agenda as presented; second by J.Caron. **Motion Carried:** unanimous

MOTION by G.Carr to accept Item c of the Consent Agenda; second by B.Morrell.

Discussion ensued regarding the pending certifications noted in the report. Superintendent Wolfrom responded that the teachers with pending certification are due to a backlog at the Department of Education's Certification Office and they have the required courses for certification.

Motion Carried: unanimous

Notation was made of the generous donations from the Awesome Bear Society.

6. Student Representatives: (taken out of order)

7. Citizens' comments: none

8. Additions/adjustments: none

9. Action/Discussion/Informational Items:

a. Approval of changes in 2016-17 school calendar

Superintendent Wolfrom reported the school calendar was approved by the Board on March 16, 2016. Since then dates for the PSATs and SATs have come out and they conflict with the RSU 38 calendar. Revisions to the calendar are being requested as follows: remove the late start for the HS on October 19; this is the day that the PSATs will be administered; and change the April 5 early release day to April 12th, due to the testing day for the SATs.

MOTION by G.Carr to approve the changes to the 2016-17 school calendar as outlined in Item 9a; second by B.Morrell.

Motion Carried: unanimous

b. Board Committee Assignments

Superintendent Wolfrom asked board members to select 2 or 3 committees they have interest in serving on and submit their forms to Donna Foster by September 15th. She and Chair Watson will review the sheets and appoint members to the various committees in time for the September 21st meeting.

c. Review of RSU #38 Strategic Plan

Superintendent Wolfrom reported that this is the last year of the district's Strategic Plan. Work will soon begin on the new plan. It is important to note that this Plan was developed in 2012 and adopted by the school board in 2013. The Administrative Team reviewed the plan at their retreat this past summer and focused on the things that have not been completed. These items will be further reviewed and updated as the new plan is developed.

Chair Watson added that she foresees 2 additional ad hoc committees to be appointed this year; one for the strategic plan and one to review co-curricular costs.

d. Discussion – Referendum Question 2: Citizen Initiative

Chair Watson reported that she requested this item be added to the agenda to see if the board wants to take a stand, either in support or against question 2. Discussion ensued. No action was taken.

Student Representative Report (taken out of order)

High School Representative Abigail Despres reported she is student body co-vice president with Nathan Delmar. She reported on some of the projects they are planning for this year.

10. Informational Items:

Administrators responded to questions regarding the written reports. Request was made to have an update on the school repairs that were completed over the summer at an upcoming meeting.

11. Adjournment:

MOTION and second to adjourn 7:38 p.m.

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

2e.

Position	30% Physical Education Teacher- Mount Vernon Elementary School	
Candidate	Nancy Martin	
Educational Preparation	Keene State College BS Education - Physical Education	1979
Related Experience	Physical Education Teacher - Fayette Elementary School	2013-2014
	Physical Education Teacher - RSU #38	1989-2011
	Physical Education Teacher - Central High School	1983-1988
	Physical Education Teacher - Penquis Valley High School	1981-1982
References	Rick Wilson, Retired Principal, RSU #38	
	Cheryl Hassenfus, Retired Principal, RSU #38	
	Robert Hunter, Former Principal - Wayne Elementary School	
Certification	Professional Physical Education K-12 (510)	7/1/2021
	Professional Health K-12 (520)	
Salary	\$16,930.53 Degree: BA Level 20 (Based on 2015-2016 Contract)	
Board Hire Date	9/21/2016	
Replacing	Kristy Scullion	

[Handwritten signature]

RSU 38
Maranacook Area Schools
Field Trip Request Form

26.

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 Comm High School Date of trip: 11/5/16

Destination: Hynes Convention Center, Boston, MA

Departure time (from school): n/a Return time (to school): 7:00 PM
(from Portland at 8:30 AM) (Bus must be back to school no later than this time)

Teacher: Jeremy Smith Grade level(s): 12

Number of students: 6 Number of chaperones: 1

Cost of activity: Free Cost of transportation*: Free

Transportation paid by: Maine College of Art (if not paid by school, please include billing information including mailing address) 522 Congress St, Portland, ME 04101

Paid By: Maine College of Art
(School, Parent Association, specific student activity account, other)

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

Representatives from many post secondary institutions will be meeting with High school students 12-4 PM, Reviewing portfolios and meeting with students to help organize goals and plan for future success after high school will be a tremendous opportunity

Planned Stop(s): n/a

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: Shuttle van provided by MICA listed in proposal

Storm Date: _____

Doreen Conway
Principal's Signature

Recommended Not Recommended _____

9/8/16
Date

*Cost of transportation based upon cost
Copies: send electronically ONLY
1 copy to Transportation Director
1 copy to Food Service Director (if c
C:\Users\CAROLL-1\AppData\Local\

<p>Select One: (for full definitions, please refer to Policy 1JOA)</p> <p><input type="checkbox"/> Field Trip – takes place during the school day and is organized and conducted by one or more RSU 38 employees as a means of accomplishing particular curricular objectives.</p> <p><input type="checkbox"/> Competition Trip – related to an academic, artistic, athletic, or other student competition or performance that involves individual students or teams.</p> <p><input checked="" type="checkbox"/> Other School-sponsored Trip – organized and conducted by one or more employees as a supplement to the curriculum, as a class social activity, or as an activity planned by a student club or organization.</p> <p><input type="checkbox"/> Non-school-sponsored Travel – organized by employees, parents or others that is not an extension of the instructional program or school-sponsored activities and has not been approved as a school-sponsored trip.</p>
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RSU #38

Maranacook Area Schools – Field Trip Request Form

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

2c.

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

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

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

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

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

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

School: MCHS Date of trip: 5/13/17 Destination: Agawan, MA

Departure time (from school): 5:00am (estimated) Return time (to school): 5/14/17 3:00am (estimated)

Teacher: Drew Albert Grade level(s): 9-12

Number of students: 38 (est.) Number of chaperones: 4 Cost of activity: \$55 per student

Cost of transportation*: waiting on estimate Transportation paid by: Music Department
(if not paid by school, please include billing information including mailing address)

Paid By: Music
(School, Parent Association, specific student activity account, other)

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

Great east music festival is the premier educational music festival series in New England.

Experience provides formative evaluation for performance and includes comprehensive clinic.

Planned Stop(s): Agawan high school (for festival) Six flys New England (day in park awards ceremony)

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: Getting quotes from charter companies

Storm Date: N/A

George Conway Recommended Not Recommended Date 9/15/16
 Principal's Signature

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

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

RSU #38 Maranacook Area Schools – Field Trip Request Form

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

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

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

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

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

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

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

School: MCS Date of trip: Week of March 6 Destination: Quebec 3/5-3/12

Departure time (from school): 8:00 Return time (to school): 8:00

Teacher: Hirsch Grade level(s): 9-12

Number of students: 10 Number of chaperones: 1 Cost of activity: \$1150

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

Paid By: Parents
(School, Parent Association, specific student activity account, other)

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

Learn French and Québécois culture

Planned Stop(s): N/A

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

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

Other Transportation arrangements have been made - please specify: parents drive or charter bus

Storm Date: N/A

Dwayne Conway
Principal's Signature

Recommended Not Recommended

9/15/16
Date

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

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

Edu-inter

755, Grande Allée Ouest
Québec (Qc) Canada
G1S1C1
418-573-5956
slanglois@edu-inter.net

10 juin 2016

John Hirsch
Maranacook Community High School
Readfield, Maine - 04355

Dear John

We would be very happy to welcome you and your students in our beautiful city of Québec. You made the right decision by choosing Edu-inter, a unique French school operating for 10 years and offering a fun and complete French immersion. Edu-inter is accredited by *Languages Canada* which is an organization recognized by all Canadian embassies in the world and that certifies Language Schools. Our courses follow the The Common European Framework of Reference (CECRL) and the DELF international program. We teach French from France, Quebec and other European countries. Our host families are 100% French speakers. More than 1,000 students from 32 countries are coming to Edu-inter every year to learn French.

Regarding your stay and your needs, here is the best package we can offer you :

Special Offer - French for groups for 1 week - 2016 prices

Inclusions: Interactive French classes (15 hours per week), books and material, afternoon activities, one weekend excursion, accommodation in a welcoming hosted family with 3 meals, transportation in between school and accommodation, health insurance, registration fee, placement fee, French certificate, 100% francophone environment and unique life experience guarantee!

Price : 1,150\$ CAD

Note also, if you have 10 registrations, we offer one free!

Sincerely,



MARANACOOK AREA SCHOOLS

7a.

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

Memorandum

To: Donna Wolfrom
 From: Brigette Williams
 Date: 09/09/16
 Re: School Bus Lease/Purchase RFP Recommendation

On Monday, August 22, 2016, I contacted three financial institutions regarding a municipal lease/purchase bid for a school bus we are purchasing. The bid opening date was Friday, September 9, 2016.

The financial institutions contacted were:

Androscoggin Bank

Gorham Leasing Group

Camden National Bank/American Financial Partners, Inc.

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

<u>Financial Institution</u>	<u>Interest Rate</u>	<u>Lease Amount</u>	<u>Yearly Payment</u>
Androscoggin Bank	2.51%	\$86,844.00	\$22,524.87
Gorham Leasing Group	2.68%	\$86,844.00	\$22,607.92
Camden National Bank	4.09%	\$86,844.00	\$23,033.36

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