

“A Caring School Community Dedicated To Excellence”

**REGIONAL SCHOOL UNIT NO. 38
BOARD OF DIRECTORS
Maranacook Community Middle School
Media Center
August 21, 2014, 6:30 p.m.
AGENDA**

1. Call to order:
2. Consent Agenda: (5 min.)
 - a. Approval of Minutes of June 11, 2014*
 - b. Approval of increase of full cost school lunch*
 - c. Ratification of resignations accepted during the summer*
 - d. Ratification of teachers hired during the summer *
3. Citizens' Comments: (5 min.)
4. Additions/Adjustments to the Agenda by Board and/or Superintendent: (5 min.)
5. Board Retreat (60 min.)
 - a. Discussion regarding assignment of Board Committees*
 - b. Presentation by Attorney Bruce Smith regarding new legislation, roles and responsibilities of Board members
6. Executive Session to discuss labor contract proposal between RSU #38 Bus Drivers and RSU #38 Board of Directors pursuant to 1 M.R.S.A. §405(6)(D) (20 min.)
7. Executive Session to discuss negotiations between public employer and public employees pursuant to 1 M.R.S.A. §405(D) (20 min.)
8. Action following Executive Sessions, if any
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.

A Caring School Community Dedicated To Excellence

Regular Meeting
Regional School Unit No. 38
Board of Directors
Maranacook Community High School
June 11, 2014
Minutes of Meeting

Members present: Vice Chair Lynette Johnson, Russell Evans, David Guillemette, Stephen Hayes, Jason Morgan, Melissa O’Neal, Bonnie Simcock, Jessica West

Members absent: Chair David Greenham (excused), Michael Apolito (excused), Richard Spencer (excused), Marie Rodriguez, Madeline Snow

Administrators: Superintendent Donna Wolfrom, Principals Jeff Boston, Dwayne Conway and Pia Holmes, Finance Manager Brigette Williams, Director of Curriculum, Assessment & Instruction Nancy Harriman, Special Education Director Ryan Meserve

1. Call to order: Vice Chair Johnson called the meeting to order at 6:30 p.m.
2. Presentation: Modern Woodman Speech – TJ Folsom and Josi Palmer, 5th graders at Manchester Elementary School.
Both TJ Folsom and Josi Palmer participated in the State’s Modern Woodman Speech Contest for students in grades 5 through middle school. TJ Folsom was the State winner. The Board viewed TJ Folsom’s video speech that is being submitted to the National Modern Woodman Speech competition.
3. Recognitions:
 - a. SkillsUSA Award Recipients:
Skylar Webb and Andrew White were recognized for their achievement of earning Gold and Silver medals in plumbing, respectively, in the SkillsUSA Competition.
 - b. Retiring Staff:
The following retiring staff members were recognized for their years of dedicated service to the district: Cindy Flye - 19 years, Pia Holmes - 24 years, Jan Kolenda - 25 years, Eileen Lynch - 25 years, Carol Labbe - 31 years, John Whitney - 29.5 years, Janet Dunham - 17 years, Dona Seegers - 17 years, Leslie Grenier - 24 years, and Brian McCormick - 16 years.
 - c. RSU #38 Bus Drivers – Regional Bus Drivers’ Conference
The following bus drivers and mechanic were recognized for accomplishments at the Regional Bus Drivers’ Conference last fall: Julie Greenleaf, Phil Hague, Scott Martel, Brenda Ridley, Barbara Skidgel, Randy Souther (mechanic), Jay Stockford, Joel Swimm, Eugene Vieta, Jr., and Emily Webber. Overall the RSU 38 Team was awarded the Team trophy for their performance in the Team competition. Eugene Vieta and Julie Greenleaf also took home trophies for placing first and third respectfully in the Bus Rodeo. They will compete at the State-wide conference this summer.
 - d. Paul Criss – Central Maine Power Company
Paul Criss, Maintenance and Transportation Supervisor was recognized and presented with a plaque by Kevin Elwell, spokesperson for Central Maine Power Company for his cooperation and assistance during the ice storm last December. Mr. Elwell credited Paul for his assistance in providing the CMP work crews with a central location work from in their effort to restore electric power to the communities as quickly as possible.

e. Outgoing Board members:

Superintendent Wolfrom recognized the following outgoing Board members for all their service to the RSU 38 Board: Lynette Johnson, David Guillemette, Jessica West, Jason Morgan, Marie Rodriguez, Michael Apolito, and Madeline Snow. Some of these members may be returning if they agree to accept their candidacy as write-in candidates.

4. Consent Agenda:

Request was made to take item a, Approval of Minutes of June 4, 2014 as a separate item.

a. Approval of Minutes of June 4, 2014

J.Morgan reported that he was not present at the June 4 meeting.

MOTION by B.Simcock, second by R.Evans to accept the Minutes of June 4, 2014 as revised.

Motion Carried: 5 in favor, 0 opposed, 3 abstentions (Hayes, Johnson, Morgan)

b. Acceptance of Nominations of First Probationary Contract Teachers*

c. Extension of Administrator/Manager Contracts*

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

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 2014-2015

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

g. Authorize Superintendent to accept or reject bid(s) relating to the sale of the kayak donated to Readfield Elementary School in consultation with the Board Chair

MOTION by M.O'Neal, second by R.Evans to accept items b – g of the Consent Agenda as presented.

Motion Carried: unanimous

5. Citizens: none

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

7. Action/Discussion/Informational Items:

a. Nomination of Elementary School Principal – Janet Delmar

Superintendent Wolfrom recommended the acceptance of the nomination of Elementary School Principal Janet Delmar.

MOTION by M.O'Neal, second by R.Evans to accept Superintendent Wolfrom's nomination of Janet Delmar as Elementary School Principal for Manchester and Mt. Vernon Elementary Schools.

Motion Carried: unanimous

b. NWEA Report

Director of Curriculum, Assessment and Instruction Nancy Harriman presented the recently completed spring NWEA testing results.

c. Special Education Audit

Director of Special Education Ryan Meserve reviewed the process and findings of the Special Education audit.

d. Transfer of Funds

Superintendent Wolfrom reported that there are three areas where we need to transfer funds as outlined in Brigette Williams' memo (7d)

MOTION by R.Evans, second by J.Morgan to approve the transfer of funds as outlined in item 7d.

Motion Carried: unanimous

e. Consideration of request for sabbatical leave – John Hirsch

Superintendent Wolfrom reported that John Hirsch is requesting a sabbatical leave for December – June of the 2015 school year. John has worked for the district for 11 years. This is his first submission for sabbatical leave. She reported that they met and his plan does seem to be worthy and she has no doubt that this project would promote professional growth, but she is not sure about the sense of urgency, and has concern about finding a compatible substitute while he is away. The Teachers' Negotiated Agreement does allow the Board to consider other factors such as the economic climate and what it will be at that time. The District would continue to pay half a year's salary plus full benefits for John, and would need to pay the sub at the long-term sub rate. Professionally, Superintendent Wolfrom would recommend the sabbatical, but economically she can't recommend it. This is a Board decision and requires a vote.

MOTION by S.Hayes, second by J.West to consider the request of John Hirsch for a half year sabbatical leave.

Discussion followed. John Hirsch spoke about the work he plans to accomplish if granted the sabbatical and how he would return to share his experience with students as well as teachers.

Superintendent Wolfrom noted the cost to the district would be approximately \$20,000 for the long-term sub.

Motion Failed: 2 in favor, 6 opposed (Guillemette, O'Neal, Simcock, Evans, Hayes, Morgan)

f. Consideration of appointment of outgoing Board member to RSU 38 Board Negotiations Committee

Superintendent Wolfrom reported that the Board has the authority to appoint citizen members to committees and she is recommending the Board vote to appoint Lynette Johnson as a citizen member to the Board Negotiations Committee. She has indicated an interest in helping the Board through the process and it would provide continuity as the Board negotiates with the staff through the summer.

MOTION by S.Hayes, second by M.O'Neal to appoint Lynette Johnson to the RSU 38 Board Negotiations Committee.

Motion Carried: 7 in favor, 0 opposed, 1 abstention (Johnson)

g. Acceptance of resignation – Health Center Coordinator, Cindy Flye

MOTION by S.Hayes to accept the resignation of Cindy Flye with sincere appreciation for her years of service, second by B.Simcock.

Motion Carried: unanimous

h. Acceptance of Nomination of First Probationary Contract Teacher

MOTION by S.Hayes, second by R.Evans to accept the nomination of Patty English as part-time music teacher.

Motion Carried: unanimous

8. Adjournment: **MOTION** and second at adjourn the meeting at 7:55 p.m.

Respectfully submitted,

Donna H. Wolfrom, Superintendent/Secretary
Recorded by: D.Foster

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

2c.

TO: RSU #38 Board of Directors

FROM: Donna H. Wolfrom, Superintendent of Schools

SUBJECT: Increase to full cost school lunch

DATE: August 8, 2014

Due to federal regulations/price equity, the meal pricing for the RSU #38 schools needs to increase a minimum of five cents at the high school and ten cents at the elementary and middle schools. Therefore, I am requesting the Board approve the full cost lunch for the high school to be \$2.90, and the elementary/middle school to be \$2.65 for the 2014-15 school year.

Thank you.

DHW/df

August 21, 2014

2c.

Ratification of resignations accepted during the summer:

Krystal Doughty	Health Teacher, Middle School
Melinda Kimball	Music Teacher, Middle/Elementary Schools
Nate Savage	Technology Integration Specialist, High School

2d.

Ratification of teachers hired during the summer:

Heather Chalmers	Grade 4/5 Teacher, Wayne Elementary
Michelle Hood	Kindergarten Teacher, Mt. Vernon Elementary
Susan Lockhart	Literacy Specialist, Mt. Vernon Elementary
Haley Pierce	Grade 3 Teacher, Manchester Elementary
Becca Reynolds	Health Center Director
Alanna Stevenson	Teacher, Middle School
Dorie Tripp	Music Teacher, Middle/Elementary Schools

POSITION	Elementary Teacher Grade 4/5 WES		
CANDIDATE	Heather Chalmers		
EDUCATIONAL PREPARATION	UMO	B.S.	Elementary Education 1996
RELATED EXPERIENCE	Teacher	RSU No. 4	2010-2014
	Substitute & Curriculum Work	Fayette Central School	2005-2010
	Teacher	Harrison Elementary School	1997-2001
REFERENCES	Casey Lufkin	Asst. Principal	Miller School
	Eileen Ouellette	Teacher	Windham Maine
	Cheryl Woodard	Teacher	Libby-Tozier School
CERTIFICATION	Professional K-8 General Education		7/1/2019
	CHRC K-12		7/1/2019
SALARY	\$37,075	Degree: BA+15	Step: 6 (based on 12-13 scale)
BOARD HIRED DATE	22-Jul-14		
REPLACING	Danielle Nason		

DHW

POSITION	Kindergarten Teacher MTV		
CANDIDATE	Michelle Hood		
EDUCATIONAL PREPARATION	Thomas College	B.S.	Elementary Education 2013
RELATED EXPERIENCE	Substitute	AOS 92	2013-2014
	Student Teacher	George J. Mitchell Elementary	2012
REFERENCES	Jennifer Lachapelle	Teacher	George J. Mitchell School
	Pamela Soule	Teacher	George J. Mitchell School
	Allan Martin	Principal	George J. Mitchell School
CERTIFICATION	Provisional K-8 General Education		7/1/2015
	CHRC K-12		7/1/2015
SALARY	\$31,550	Degree: BA	Step: 1 (based on 12-13 scale)
BOARD HIRED DATE	22-Jul-14		
REPLACING	New Position		

POSITION	Elementary Literacy Specialist			Mount Vernon
CANDIDATE	Susan Lockhart			
EDUCATIONAL PREPARATION	UMO	M.S.	Literacy	2003
	UMPI	B.S.	Elementary Ed.	1992
RELATED EXPERIENCE	Kindergarten Teacher Hilltop School			2008-2013
	Title 1 Literacy Teacher Hilltop School			2000-2008
	Kindergarten Teacher Hilltop School			1993-2000
REFERENCES	Cindy Albert	M.Ed. Literacy, Hill Top Elementary School		
	Jane McCall	Principal, Hill Top Elementary School		
	April Belyea	Teacher, Hill Top Elementary School		
CERTIFICATION	Professional K-8 General Education			7/1/2015
	Eligible for Conditional Literacy Specialist K-12 CHRC Approval K-12			7/1/2015
SALARY	\$49,472	Degree: MA	Step: 16 (on 12-13 scale)	
BOARD HIRED DATE	20-Jun-14			
REPLACING	Leslie Grenier			

DHW

POSITION	Elementary Teacher Grade 3 MES		
CANDIDATE	Hayley Pierce		
EDUCATIONAL PREPARATION	UMF	B.S.	Elementary Education 2014
RELATED EXPERIENCE	Substitute Teacher	Readfield Elementary School	2012-2014
REFERENCES	Janet Metcalf	Teacher	Asa Adams School
	Trudy Eldridge	Univesity Supervisor	UMF
	Dianne Johnson	Teacher	Fruit Street School
CERTIFICATION	Provisional K-8 General Education		7/1/2015
	CHRC K-12		3/1/2017
SALARY	\$31,550	Degree: BA	Step: 1 (based on 12-13 scale)
BOARD HIRED DATE	8-Jul-14		
REPLACING	New Position		

DHW

POSITION	Health Center Director		
CANDIDATE	Rebecca Reynolds		
EDUCATIONAL PREPARATION	UNH	B.S.	Family Studies 1996
RELATED EXPERIENCE	Social Worker	MGRNC: Glenridge	2012-2014
	Family Caregiver Specialist	Spectrum Generations	2009-2012
	Manager	Twin Pine Camps	1999-2003
	Director	Camp Fire Boys and Girls Young Parent Prog.	1997-1999
REFERENCES	Jane O'Rourke	LMSW	MGRNC
	Vanessa Broga	LSW	MGRLTC
	Marianne Goranson	RN	MGRLTC
CERTIFICATION Licenses	CHRC Approval K-12 Licensed Social Worker		Pending 2013-Present
SALARY	\$31,700	Degree: BA	
BOARD HIRED DATE	31-Jul-14		
REPLACING	Cindy Flye		

POSITION	Teacher	Middle School
CANDIDATE	Alanna Stevenson	
EDUCATIONAL PREPARATION	UMO	B.A. English 6/24/1905
RELATED EXPERIENCE	Adjunct Instructor	Central Maine Community College 2012-2014
	English Teacher	Maranacook Community High School 2004-2009
REFERENCES	Anne Sinclair	Academic Dean Maranacook Community High School
	Michael Matzinger	Department Chair Central Maine Community College
	Steve DeAngelis	Teacher/Dean of Studer Maranacook Community High School
CERTIFICATION	Professional 7-12 English/Language Arts	7/1/2016
	Eligible for Transitional General K-8 Certification	
	CHRC Approval K-12	7/1/2016
SALARY	\$36,010	Degree: BA+15 Step: 5 (on 12-13 scale)
BOARD HIRED DATE	22-Jul-14	
REPLACING	Brian McCormick	

POSITION	Music Teacher-Elementary		
CANDIDATE	Dorothy Tripp		
EDUCATIONAL PREPARATION	University of Hartford	B.S.	Music Education 2009
RELATED EXPERIENCE	General Music Teacher	Lewiston Public Schools	2009-2014
	Student Teacher	Henry James Middle School	2008
REFERENCES	James Cliffe	Principal	Montello Elementary School
	Amanda Winslow	TEPG Coordinator	Lewiston Public Schools
	Michael Martel	Instructional Coach	Montello Elementary School
CERTIFICATION	K-12 Professional Music		7/1/2016
	CHRC K-12		7/1/2016
SALARY	\$36,971	Degree: BA	Step: 5 (based on 12-13 scale)
BOARD HIRED DATE	22-Jul-14		
REPLACING	Melinda Kimball		

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

_____ **Administration/Staff/Board 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) (_____)

_____ **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. (_____)

_____ **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. (*O'Neal, Spencer*)

_____ **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, Simcock*)

_____ **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. (*Evans*)

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 Center 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, Greenham, Johnson (board appointed)*)

_____ **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. (*Greenham, Simcock, Snow*)

_____ **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) (*Spencer*)

_____ **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. (*Evans*)

_____ **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. (*Evans*)

_____ **Warrants/Finance (4):** These individuals will be available to sign the payroll and payables warrants at the Central Office (requirement). (*Evans, Hayes*)

_____ **Pre-K Review (4):** This is a short-term committee charged with reviewing the district's Pre-K program and make recommendations to the RSU Board by the beginning of the FY 16 budget season. (*Simcock*)

_____ **Grade 5 Transition (4):** This is a short-term committee charged with reviewing the district's options for grade 5 and make recommendations to the RSU Board by the beginning of the FY16 budget season. (*Spencer, Watson*)