

REGIONAL SCHOOL UNIT NO. 38
BOARD OF DIRECTORS
Maranacook Community High School
January 21, 2015
Minutes of Meeting

Members present: Chair David Greenham, Vice Chair Melissa O’Neal (arrived 7:30), Michael Apolito, John Blouin, Gary Carr, Russell Evans, Steve Hayes (arrived 6:48), Pia Holmes, Trish Jackson, Shawn Roderick, Bonnie Simcock, Terri Watson

Member absent: one vacant position (Wayne)

Administrators: Superintendent Donna Wolfrom, Principals Jeff Boston, Dwayne Conway, Janet Delmar and Cathy Jacobs, Technology Director Diane MacGregor, Math Coach Sarah Caban, Literacy Coach Barbara Bourgoine, Adult and Community Education Director Steve Vose, Special Education Director Ryan Meserve, Finance Manager Brigitte Williams

1. Call to order: Chair Greenham called the meeting to order at 6:30 p.m.
Chair Greenham reviewed the budget workshop process, noting that the board will be receiving a lot of information in the next few months. At any time you have questions during this process he urged members to contact Superintendent Wolfrom with questions.
2. Consent Agenda:
Request was made to vote on the consent agenda items separately.
 - a. Approval of Minutes of January 7, 2015
MOTION by Carr, second by Simcock to approve the minutes of December 17, 2014 as presented. **Motion Carried:** 7 in favor, 0 opposed, 3 abstentions (Apolito, Evans, Jackson).
 - b. Acceptance of Donations
MOTION by Simcock, second by Holmes to accept the donations. **Motion Carried:** 10 in favor, 0 opposed.
3. Citizens’ Comments: none
4. Additions/Adjustments to the Agenda by Board and/or Superintendent: none
5. Action/Discussion/Informational Items:
 - a. Acceptance of Teacher Resignations due to Retirement:
 - Sharon Chaplin, Elementary School Nurse (MES, RES)
 - Laurel Danforth, Wayne Elementary School
 - Mary O’Brien, Manchester Elementary School
 - Mark Wicks, Maranacook Community High School**MOTION** by Evans, second by Carr to accept the teacher resignations with regret.
Motion Carried: 10 in favor, 0 opposed.
6. Budget Workshop:
Superintendent Wolfrom reviewed the documents mailed out as part of the board packet, which included the following: state valuation chart, enrollment history, subsidy/budget history, budget pie charts comparing the last 3 years, and new programs/positions requests that are included in the budgets being presented tonight. Additional information in the folders

include: summary of budget reductions from the administrators' original requests, present enrollment for high school and middle school and summary of staff increases.

Steve Hayes arrived.

a. Elementary Schools

Principal Janet Delmar, Manchester and Mt. Vernon Elementary Schools, presented the following for the elementary schools: Based on projected enrollment, Manchester is looking at a decrease of one classroom teacher and Mt. Vernon is looking at an increase of one classroom (1st grade) teacher. With the additional classroom at Mt. Vernon there will be a need to increase a half day each for art, music and computer instruction. Other increases for elementary staffing include: half day of nursing; half day of guidance; one full time math interventionist, one half time literacy specialist, 2 .4FTE educational technicians for the afternoon sessions of Pre-K at Manchester and Readfield.

Principal Jeff Boston, Readfield and Wayne Elementary Schools, advocated for the increases in staffing as outlined in Principal Delmar's presentation. He reported that at this time Wayne Elementary is the only elementary school that does not have a certified literacy specialist. Lit specialist services are being provided by an education technician III, explaining the difference between the qualifications of a literacy specialist versus an educational technician III. Principal Boston also noted the increase in free/reduced students from 30.7% in 2010 to 55.56% in 2014; showing a change in the population in Wayne and the greater need for literary support. He also discussed the need for staffing based on class sizes.

Discussion. Is it possible to restructure guidance for all 4 schools so that you can assign people where needed? Guidance and nursing staff does work together in this way, but we are still required by the state to budget by school.

b. Middle School

Principal Cathy Jacobs, Middle School, reported that her budget includes a request for a RTI behavior interventionist; a teacher who supports students with behavior needs. They have been making improvements in math and literacy but have a group of students with chronic behavior needs. They are being pulled out of the regular learning environment and have not been taught the skills to handle their behavior. She envisions the position would be monitored the same way as the math and literacy specialists. The middle school lost 3 positions last year and they need this person to fill that gap.

Also requested in the middle school budget are writing kits for the teachers. One kit was purchased to pilot last year and now they would like to purchase enough kits for all teachers for a total of \$5,000.

Discussion ensued about the needs of the behavior interventionist and why there are so many students falling into this category. It is not just a middle school problem; these students need help before they reach the middle school; early intervention is key. Currently the district contracts with Kennebec Behavioral Health and the middle school and high school share one person a day. Is it possible to increase the contract with KBH? Have these students been evaluated? Why are these students not being evaluated if they are such serious problems? It was noted that the University of Maine has a program that can help with this. Would it make sense to develop a program at the school for all the students? Consider a certified behaviorist K-8 that could work with the K-8 principals, staff and guidance counselors to help develop plans for students.

Melissa O'Neal arrived.

Chair Greenham asked that the Administrative Team to take a look at the needs in terms of a behavior interventionist more closely for the district and report back at a future meeting.

c. High School

Principal Dwayne Conway, high school, reported on additional requests for the high school that includes more advisor training, increases in the books and supplies lines to help in the high schools wide range of needs in literacy. Replace books in physics and new health text to align with the Common Core. They are moving toward offering an associates' degree through Thomas College but need to upgrade some of the books in the classes. Other requests include 4 LCD projectors to replace older ones, additional funds for the industrial arts program, new camera, yearbook support, budgeting for 3 additional charter school students and the math and literacy interventionists as outlined in the board packet.

Superintendent Wolfrom distributed packets of information that describe the budgets just presented for the elementary, middle, and high schools, including a summary of staff increases based on the budgets presented. She asked board members to review the information and let her know if they have any questions. These materials will also be posted on the district's budget website.

d. Board questions – during presentations

e. Citizens comments regarding budget - none

f. Board discussion – during presentations

Chair Greenham reminded everyone that the next meeting on February 4 will be held at **Readfield Elementary School** at 6:30 p.m.

Budget departments to be presented will include technology, special education, English Language Learners (ELLS) and Gifted and Talented.

7. Adjournment: **MOTION** and second to adjourn at 7:54 p.m.

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