

“A Caring School Community Dedicated to Excellence”

**REGIONAL SCHOOL UNIT NO. 38
BOARD OF DIRECTORS
Maranacook Community High School
October 2, 2013, 6:30 p.m.
AGENDA**

1. Call to order:
2. Presentation: German American Partnership Program (GAPP) (10 min.)
3. Consent Agenda: (5 min.)
 - a. Approval of Minutes of September 18, 2013*
 - b. Approval of increase of full cost school lunch at elementary and middle schools*
 - c. Acceptance of donation of lumber for IA Dept. from By The Board Lumber - \$3,000*
4. Student Representatives Reports (10 min.)
5. Citizens' Comments: (5 min.)
6. Additions/Adjustments to the Agenda by Board and/or Superintendent: (5 min.)
7. Action/Discussion/Informational Items: (60 min.)
 - a. Appointment of MSBA Delegate*
 - b. Review of RSU 38 Board Committee Assignments*
 - c. Approval of Transfer of Funds from Contingency Account*
 - d. Acceptance of bank bid for school bus*
 - e. Approval of RSU 38 Goals and Strategic Plan*
 - f. Approval of RSU 38 Organizational Chart*
8. Informational Items: (10 min.)
 - a. Reports:
 - Staff Association
 - Principals*
 - Adult & Community Education Director
 - Finance Manager*
 - Special Education Director*
 - Curriculum, Assessment & Instruction Director*
 - Superintendent of Schools*
 - b. Ad Hoc Groups:
 - Awesome Bear Society – 10/9/13, MCHS, 6:30 p.m.
 - c. Committee Reports:
 - Capital Area Technical Center (CATC) – 10/1/13, Augusta, 10:30 a.m.
 - Health Center Advisory Council – 11/19/13, MCHS Media Ctr., 7:00 p.m.
9. Executive Session to consider information in confidential records pursuant to 1 M.R.S.A. § 405(6)(F)
10. 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.

**Regular Meeting
Regional School Unit No. 38
Board of Directors
Maranacook Community High School
September 4, 2013**

Minutes of Meeting

Members present: Chair David Greenham, Vice Chair Lynette Johnson, Michael Apolito, Russell Evans, David Guillemette, Stephen Hayes (arrived 6:35), Lisa Montagna, Melissa O’Neal, Marie Rodriguez, Bonnie Simcock

Member excused: William Shardlow (2 vacant positions)

Administrators: Superintendent Donna Wolfrom, Principal Pia Holmes, Finance Manager Brigette Williams

1. Call to order: Chairperson Greenham called the meeting to order at 6:30 p.m.
2. Consent Agenda: Request was made to vote on the minutes of meeting separately.
 - a. Approval of Minutes of September 4, 2013
MOTION by Johnson, second by Simcock to approve the minutes of September 4, 2013 as presented.
Motion Carried: 8 in favor, 0 opposed, 1 abstention (Evans)
 - b. Ratification of teacher hired during the summer – Gifted/Talented Teacher MS/HS – Michelle DeBlois
 - c. Appointment of Computer Science Teacher, HS – Sean Wasson
MOTION by Evans, second by Johnson to approve items b. and c. of the Consent Agenda.
Motion Carried: 9 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: none
6. Workshop:
 - a. Discussion regarding workshop schedule for 2013-14
Chair Greenham noted the draft topics for the upcoming Board workshop sessions and asked if members had other topics they would like to see addressed. No suggestions were made. (Steve Hayes arrived) It was agreed to leave the December 18 workshop session open for an opportunity to talk about a topic moving forward, and leave the workshop schedule as it is.
 - b. Presentation by Attorney Bruce Smith regarding new legislation
Attorney Bruce Smith provide Board members with a handout on legislative changes for the 2013-14 school year and reviewed the topics that the board will be dealing with, which included the teacher evaluation system, student transfer agreements, changes in the definition of

property fiscal capacity (valuation and subsidy), student expulsions, charter schools, and high school graduation (standards based diplomas).

7. Executive Session to discuss negotiations between public employer and public employees pursuant to 1 M.R.S.A. § 405(D)

MOTION by Evans to enter Executive Session to discuss negotiations between public employer and public employees pursuant to 1 M.R.S.A. § 405(D), second by Guillemette.

Motion Carried: unanimous

The Board entered Executive Session at 7:32 and returned to public session at 8:30 p.m.

8. Adjournment: Motion and second to adjourn at 8:30 p.m.

Respectfully submitted,

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

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

3b.

TO: RSU #38 Board of Directors
FROM: Donna H. Wolfrom, Superintendent of Schools
SUBJECT: Increase to full cost lunch for elementary and middle schools
DATE: September 25, 2013

Due to the federal regulations/price equity, the meal pricing for the elementary and middle schools needs to be increased a minimum of five cents. Therefore, I am requesting the board approve the full cost lunch for the elementary and middle schools from \$2.50 to \$2.55.

Thank you.

DHW/df

From:  **Jeff Bridges** 9/9/2013 2:5...  
"Clark, Stephanie" <Stephanie.Clark@maine.gov>
Subject: Fwd: meal Pricing
To:  **Donna Foster**

Jeff Bridges
Food Services Director
Maranacook Community Schools
Ph - 207-685-4923 x1085
Fax - 207-685-9597
jeff_bridges@maranacook.org

----- Original Message -----

Good afternoon,

Thank you for sending the policy packet however due to the federal regulations/price equity the meal pricing for the elementary schools should be increased from 2.50 to 2.55 . Please resend the letter to parents that reflects the new pricing.

Thank you and please have a nice day,

Stephanie



Stephanie Clark

Child Nutrition Programs

23 State House Station

Augusta ME 04333

Phone: 624-6842 Fax: 624-6841

3c.

From:  **Dwayne Conway**

Friday, September 13, 2013 12:04:39 PM 

Subject: donation

To:  **Donna Foster**

Good afternoon Donna,

We received a donation of \$3,000 worth of lumber for IA from By the Board Lumber Co. Does this need to be brought before the BOE? Thank you and have a good weekend.

Dwayne Conway
CAGS, MBA, MS.Ed
Principal, Maranacook Community High School
(207)685-4923 ext. 1022

"The process of improvement is fundamentally about changing the culture of schooling, and cultures change through face to face relationships." Richard Elmore

MAINE SCHOOL BOARDS ASSOCIATION
49 Community Drive
Augusta, Maine 04330
Telephone: (207) 622-3473 Fax: (207) 626-2968

TO: School Board Chairs, Superintendents of Schools, and Vocational Directors
FROM: Cornelia L. Brown, Ph.D., Executive Director
DATE: September 4, 2013
RE: Local Delegate to MSBA Annual Delegate Assembly

The Constitution of the Maine School Boards Association provides that each Active Regular Member Board of MSBA and each Vocational Region Associate Member Board is entitled to elect a voting delegate to participate in the Association's Annual Delegate Assembly. Attached is a copy of the Purpose of the MSBA Delegate Assembly. Since the Delegate Assembly is responsible for proposed Constitution and Bylaws changes, reviews dues set by the MSBA Board of Directors, and considers resolutions of the Association, your election of a local delegate is strongly encouraged. **This year's Delegate Assembly is scheduled for 2:40 p.m., the afternoon of Thursday, October 24, the first day of the MSMA Annual Fall Conference.**

Please elect your delegate as well as an alternate should your Board's delegate be unable to be present. Return the attached form listing the delegate and alternate to MSMA by October 10, 2013. Submission of your delegate's name does not automatically register him/her for the Fall Conference. Therefore, please be sure to register your delegate for the Fall Conference on the appropriate form.

Confirmation of registered delegates will be mailed to Superintendents and Delegates by October 17, 2013.

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

Attachments

j:\data\MSBA\DelAsmbly\2013\IM-ElectDel

Purpose of the MSBA Delegate Assembly

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

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

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

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

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

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

As the Officers and Board of Directors approach any legislative session, it is crucial that they represent the Association's members. Make your local Board's voice heard and send a delegate to the MSBA Delegate Assembly held during the MSMA Annual Fall Conference on October 24, 2013.

RSU No. 38 Board Committee List

2013-2014

Committee	Board	Administration	Meets ...
Board Committees:			
Communications	Apolito, Guillemette, O'Neal, Rodriguez	Kolenda	Monthly
Curriculum/Assessment	Hayes, Morgan, Simcock	Harriman	Semi-monthly
Energy Management/Facilities	Evans, Rodriguez	Wolfom, Criss	As needed
Finance	Full Board	A-Team, Williams	Lots
Negotiations	Apolito, Greenham, Johnson	Wolfom, Williams	Lots
Policy	Greenham, Montagna, Simcock, Snow	Wolfom	Monthly
Transportation	Evans, Guillemette	Criss	As needed
Warrants Finance	Evans, Hayes, Johnson, Montagna, Rodriguez	Williams	-
District Committees:			
Administration/Staff/Board Evaluation (3:30 mtg.)	Hayes, Johnson, Morgan	Wolfom	Monthly
Adult & Community Education	Simcock	Vose	Yearly
Alternative Ed/Drop out Prevention	Montagna	Conway, Jacobs	Yearly
Health Center Advisory Council	Montagna, Rodriguez	Conway, Wolfom	Semi-monthly
School Health Leadership Council (3:30 mtg.)	Apolito, Johnson	Wolfom	Semi-monthly
Board Representative:			
Awesome Bear Society/Interscholastic	Simcock	MacGregor	Monthly
MSMA Legislative Contact	O'Neal	Wolfom	-
Vocational (CATC)	Evans	Wolfom	Semi-monthly
* Board Appointed Representative			

76

Maranacook Area School District

Regional School Unit No. 38

A Caring School Community Dedicated to Excellence

7c.

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

Ryan Meserve
Special Education Director

Tel. 207-685-3336
Fax. 207-685-4703

Brigette Williams
Finance Manager

To: Regional School Unit No. 38 School Board
From: Brigette Williams
Date: 09/17/13
Re: Transfers Between Warrant Article Cost Centers

Statute allows for 5% of a warrant article to be transferred to another warrant article. This statute also requires the school board to approve this transfer. Exact language is below:

“Transfer between budget cost center lines. During the year for which the budget is approved using the cost center summary budget format, the regional school unit board may transfer an amount not exceeding 5% of the total appropriation for any cost center to another cost center or among other cost centers without voter approval.”

Built into the 2013-2014 budget was \$206,000 for the State proposed change to have local school districts make a 2.65% MePERS retirement payment that was previously paid directly by the State of Maine. At the time the RSU #38 budget was being finalized, the State had not finalized their budget and it was not certain if this change would be approved by the legislature. The additional funds were built into contingency accounts in instruction and special education. The change was approved at the State level.

I am now requesting the transfer of \$206,000 out of contingency account numbers and into MePERS employer tax accounts. I am also requesting transfers between warrant articles as needed. Below is a summary of what is budgeted in contingency and the transfers that need to be voted by the school board between warrant articles.

Contingency Budget			
Warrant Article	Original Budget	Additional Budget	Total Budget
Regular Instruction	\$36,000	\$200,000	\$236,000
Special Education	\$15,000	\$6,000	\$ 21,000
Maintenance	\$20,000	0	\$ 20,000
TOTAL	\$71,000	\$206,000	\$277,000

Warrant Article Transfers		
Budgeted Warrant Article	Expending Warrant Article	Amount
Regular Instruction	Other Instruction	\$ 1,967
Regular Instruction	Student & Staff Support	\$ 23,050
Regular Instruction	Systems Administration	\$ 4,152
Regular Instruction	School Administration	\$ 11,631
Regular Instruction	Special Education	\$ 29,481
Regular Instruction	Regular Instruction	(\$ 70,281)

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

7d.

Memorandum

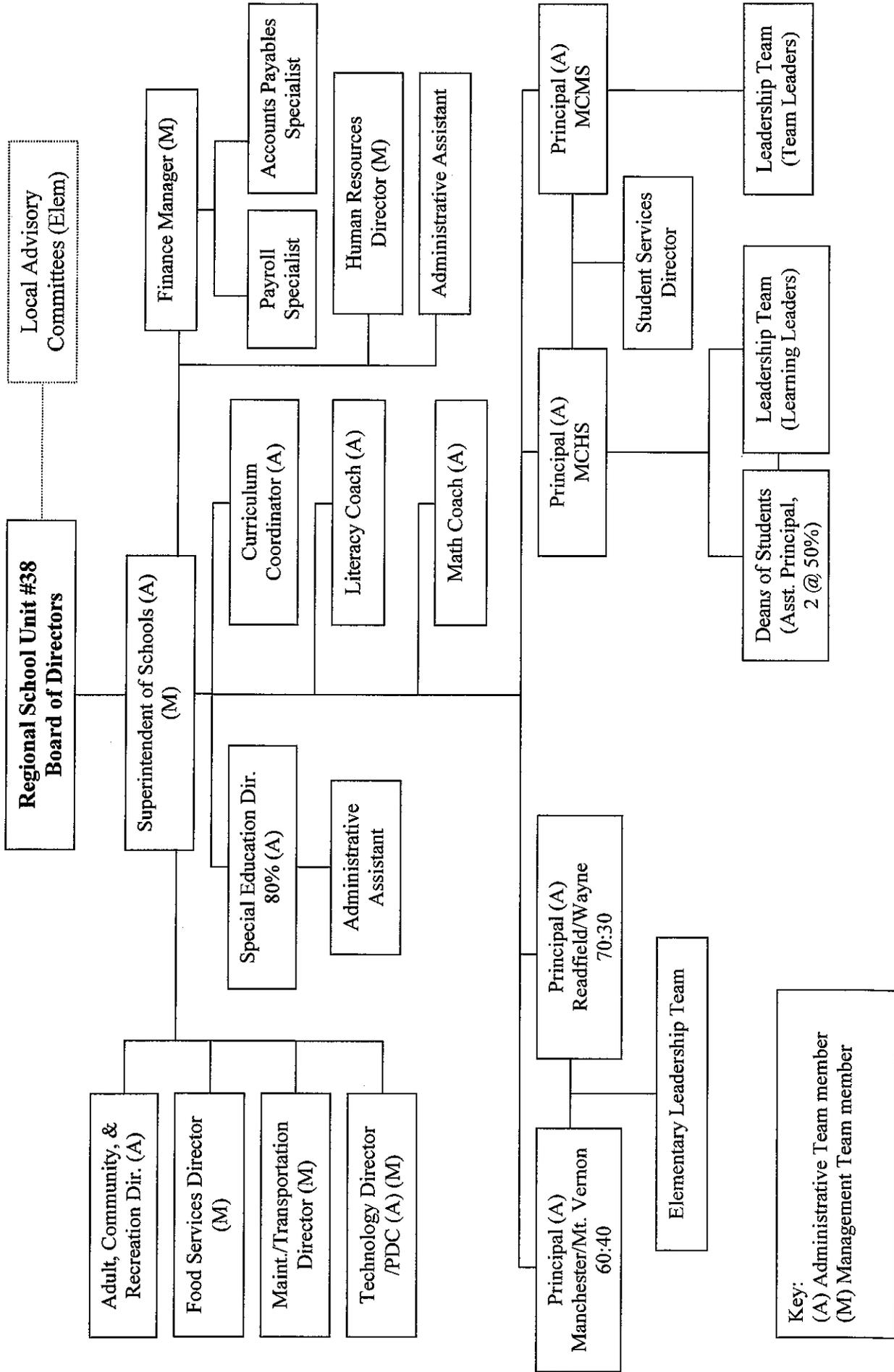
To: Donna Wolfrom
From: Brigette Williams
Date: 09/25/13
Re: School Bus Lease/Purchase RFP Recommendation

On Thursday, September 12, 2013, I contacted two financial institutions regarding a municipal lease/purchase bid for a school bus we are purchasing. The bid opening date was Wednesday, September 25, 2013.

Below is a summary of the proposals.

<u>Financial Institution</u>	<u>Interest Rate</u>	<u>Lease Amount</u>	<u>Yearly Payment</u>
Androscoggin Bank	2.38%	\$82,733.00	\$21,418.61
Gorham Leasing Group	3.10%	\$82,733.00	\$21,650.86

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



Key:
 (A) Administrative Team member
 (M) Management Team member

Elementary Principals' Report
 October 2, 2013
 Pia Holmes (MES & MTV)
 Jeff Boston (RES & WES)

	Pre-K	K	1	2	3	4	5	Wrap Program WES	Total
MES	12/12	14/13	14/14	16/14	21	17/17	23		187
RES	18	14/15	24	17	13/14	16/17	14/15		177
MTV	18	18	21	14	25	1	16		128
WES	0	12	11	10	8	7	8	7	63

Constitution Week

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

Mrs. Wilder is a member of the Maine Society of the Daughters of the American Revolution and a retired teacher with thirty years experience in schools in New Hampshire and Massachusetts. She is a part-time Wayne resident and has been presenting in our schools for the past several years. This year's theme was on the 19th Womens' Suffrage Amendment.

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

Fall Assessments

Our students are completing a number of assessments this fall:

Mathematics- Students have been given a comprehensive math assessment based on the Common Core standards they were taught for the previous year. Classroom teachers and math interventionists are working with Math Coach Sarah Caban and Curriculum Coordinator Nancy Harriman to develop rubrics and analyze data to measure student learning.

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

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

New England Common Assessment Program (NECAP) - Students in grades 3-5 will take this state assessment in math and reading, and in grade 5 writing as well. Scores are sent to us in January. The fall testing window is October 1st through October 23rd.

Purpose of assessment- Our teachers will use the data to drive instruction that will improve student learning and achieving proficiency in the Common Core standards.

Elementary MEA Science Results (May 2013)

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

MES - 89%

RES - 84%

MTV - at state average- 69%- working to improve!

WES - 88%

When you have results such as these on a state assessment, it is due to the commitment and dedication by the students, staff and parents. Congratulations!

New Security Systems Installed

As you might have noticed, RSU 38 has installed a security camera with buzz in system at the elementary schools. If you need to pick up your child for any reason prior to the end of the school day, you will need to push the button on the monitor, which will notify the main office. The secretary will buzz you in. If we do not know the individual, he or she will need to provide proper identification and reason for business within the school before being allowed in. This system has been installed with the safety of the students and staff in mind. We appreciate your cooperation as we all adjust to a new system.

Upcoming Professional Development

On September 27th, elementary teachers will have the opportunity to observe Kellie Smith, our district writing consultant, while she works with first grade and fourth grade students modeling lessons at Readfield Elementary School. In the afternoon (12:30-3:00 pm), teachers will use their time to develop their writing rubrics, score the students' narrative writing (small moments) and work with Ms. Smith on the Lucy Caulkins' writing curriculum. By all reports, staff and students are enjoying our new writing curriculum!

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”**

Middle School Principal’s Report

October 2, 2013

Enrollment: Grade 8: 89 Grade 7: 104 Grade 6: 83 Total: 276

Identifying Common Core priority standards

Middle school teachers have been meeting in content area groups to begin to identify Common Core priority standards. These are the standards that help to lay a solid foundation as we move closer to a standards based curriculum across the district. Sarah Caban and Barbara Bourgoine have helped lead us through the process of prioritizing and unpacking the standards so we can develop common assessments across each content area and grade level. We have designated one staff meeting a month devoted to this work, as well as during early release days, staff workshop days and team planning time. As we work toward an intentionally aligned k-12 system, this will be a multi year process where teachers are using every minute they are not teaching to do this work. Teachers have also devoted many hours outside of their school days to ensure that they are delivering rigorous, engaging learning experiences to all of our students. As always, I am so impressed with and appreciative of the commitment the middle school staff has to young adolescents.

Civil Rights Team

Gwen Mohlar and Sarah Caban, MCMS Civil Rights Team advisors, recently attended a day long Civil Rights Team Training conference sponsored by the Maine Attorney General’s office. They attended sessions on understanding bias, community building and circle sharing, and heard about what other middle school civil rights teams are doing to address issues in their schools. Brandon Baldwin, director of the Civil Rights Team Project, shared the many ways that he and his staff will support CRTP Advisors this year. The Maine Youth Action Network spent the afternoon talking about the formula for a successful team and how we can guide student voice so they can make change in their school community. Our team has met twice already and is working on recruiting new members. They are also planning monthly, school wide activities to raise awareness for all of our students around the issues of civil rights in our society.

Thanks to Sarah and Gwen for their endless dedication to making our school a better place for all!

Keeping our students active

In light of the increase in childhood obesity, and in response to our district goal of success for every student, the middle school staff has had many discussions about ways to increase physical activity during the school day for our students. In addition to the active activities offered during lunch break, such as trail walking, soccer, capture the flag, basketball, etc., we are exploring ways to increase opportunities for students to get up and move. A few ideas that have come up are to use Brain Gym activities in classrooms and to purchase equipment for students to use during activity time. We will be painting 4-square games on the back parking lot and installing a basketball hoop and a tether ball game there as well. Because these items were not budgeted for, we will be doing some fund raising in order to move forward with this plan. We are open to other ideas folks might have, so let us know yours!

Maranacook Community Middle School Parent Association

Our parent group is up and running again this year and had a great turn out at our first meeting on Sept 3. Each of our teams has a parent representative who acts as the liaison between their team and the parent association. The parent rep reports out to the group each month on things that are happening on the team and brings any questions or issues from parents that need to be discussed with the group. It is a great forum for parents to voice their ideas, get support from other parents of middle school students and begin to understand their role in their child's education at this level. This group has been very supportive of our programs here at the middle school over the years and we especially appreciate the wonderful meals that they provide for us each fall and spring during parent teacher conferences. It is wonderful to work in a school community with such supportive parents!

I would like to invite you to come in and visit our school anytime to see all the wonderful educational opportunities that our students are experiencing every day here at MCMS!!!

Board Report 9/26/13

At the high school, our open house went very well. Although attendance was down from years past, the feedback from parents was positive. Among the comments were how welcomed parents and students felt in the school this year and the level of contact from school to home has increased. As a leadership team, we will look at possibly changing the format of open house to be less of a mini-class structure and more of a chance to focus on the great things that are happening at the high school. Parents would still have a chance to touch base with their child's teacher and put a name with a face, but in addition, students would have a chance to show off the work they are doing.

One of my main focuses this year is to be visible in the hallways, classrooms and at after school events. It's important to me that students know their principal is invested in them. I want to spend as little time in my office as possible and as much time among the students as possible. I'm proud to say that up to this point I have been able to attend at least one event for each sports team. Another way I will increase my visibility, and hopefully continue to improve instruction, is by formally observing and evaluating all the community high school teaching staff this year. As of 9/26/13 I have been able to complete 9 formal observations, with a goal of 55 formal observations completed by April of 2014. Although this is very time consuming, the faculty has noted that they value the investment from me and appreciate the instructional feedback I've provided. In addition to this, the faculty will be observing each other twice throughout the year. I'm very fortunate to be in the classrooms, seeing the great things that are going on and adding to my own teaching toolbox. I would like the faculty to be able to do this also. So far, they have been very receptive to this and are eager to learn from each other.

We had our Spirit Night on Wednesday, September 25th. This included skits performed by the different athletic teams in the gym and a bonfire out at the dirt parking lot. The student senate, which is lead by Robyn Graziano and Cheryl Marvinney, organized the skits and bonfire. The festivities were part of the bigger picture of Homecoming week.

The GAPP (German American Partnership Program) students arrived on Wednesday 9/25/13. We are eager to welcome them and appreciate all the enrichment that comes with having them here. In all, 18 German students arrived, along with 3 teachers. The students will be attending classes with their Maranacook partners, and activities with their host families. We held a welcoming assembly for the students and teachers on Thursday 9/26/13.

Enrollment as of 9/26/13

Freshmen-95

Sophomore-121

Juniors-100

Seniors-101

Sincerely,

Dwayne Conway, Principal

A Caring School Community Dedicated To Excellence

**WARRANT ARTICLE RECONCILIATION
REGIONAL SCHOOL UNIT NO. 38
2013-2014
September 25, 2013**

<u>DESCRIPTION</u>	<u>APPROVED</u>	<u>EXPENDED</u>	<u>ENCUMBERED</u>	<u>REMAINING</u>	<u>% REMAIN</u>
Regular Instruction	6,678,656.00	1,480,480.21	56,685.68	5,141,490.11	76.98%
Special Education	1,953,987.00	382,470.52	0.00	1,571,516.48	80.43%
Career & Technical Educ.	0.00	0.00	0.00	0.00	0.00%
Other Instruction	403,384.00	62,444.00	10,708.80	330,231.20	81.87%
Student & Staff Support	1,591,639.00	392,114.50	101,967.33	1,097,557.17	68.96%
System Administration	496,364.00	136,888.04	873.75	358,602.21	72.25%
School Administration	840,480.00	207,197.11	3,522.87	629,760.02	74.93%
Transportation	956,127.00	212,563.52	63,988.52	679,574.96	71.08%
Facilities/Maintenance	1,939,559.00	491,069.57	311,484.45	1,137,004.98	58.62%
Debt Service	758,854.00	0.00	0.00	758,854.00	100.00%
All Other Expenses	105,737.00	5,713.50	0.00	100,023.50	94.60%
TOTAL BUDGET	15,724,787.00	3,370,940.97	549,231.40	11,804,614.63	75.07%

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 2013-2014.

Please do not hesitate to contact me with any questions, comments or suggestions through e-mail at bridgette_williams@maranacook.org or telephone at 685-3336.

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.

9/25/2013

Dear RSU #38 School Board:

It has been a very exciting and busy start to the 2013-2014 school year. Staff throughout the district have been focusing on getting to know many new students who have either transferred into our district or who have transitioned from one building to another. Overall, we have had 16 new students with disabilities transfer to RSU #38 and only 6 students transfer out to other districts. In most years we tend to see a similar number of students transfer out who transfer in, but this year is much different.

An exciting part of this new school year has to do with having more access to technology through the iPads and MacBook Airs. There are so many Apps that are pre-loaded onto the MLTI iPads. Many of those Apps have already started to change the way we think about using technology, especially for students with disabilities. For example, Notability is an App that allows the students to take digital notes, screen shots of classroom materials, record portions of the lecture/instruction and even transfer those items into classroom presentations. For many students with difficulty writing notes and organizing their pencil-to-paper tasks it is an excellent tool.

Dragon Dictate is another App on the iPads that allows students to dictate their responses and the App will convert their spoken words to digital text. After that process is complete the students can then email or transfer that file to their teachers. eBackpack is another App that is starting to be used by classroom teachers and students that is meant to store, assign, turn in, annotate, and review classroom materials. eBackpack offers the ability to post assignments, turn in work and give graded feedback electronically to students through their online model. I have already heard from many students and staff about how excited they are to be able to use such a tool.

There are always new Apps that are being discovered by the students and staff and both are exploring and learning together as the implementation of the iPads unfolds. I want to make sure to give a great deal of thanks to all the help and hard work of the district-wide technology staff. They have done an excellent job in getting these devices ready as well as providing a substantial amount of training and guidance on how to use the devices and their many features. As I said it's an exciting time to be able to use all this technology and I look forward to learning even more about it as the year progresses.

Sincerely,

Ryan Meserve
Special Education Director

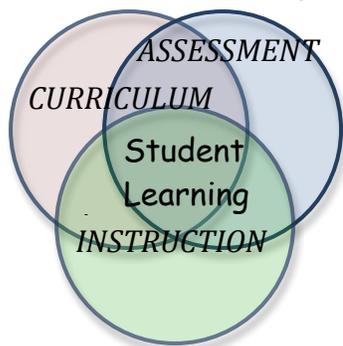
9/26/13

To: RSU #38 Board of Directors
 From: **Nancy Harriman**
 Re: September Curriculum Report

While my commonly used tag is *Curriculum Coordinator*, my actual job description reads Director of Instruction, Curriculum, and Assessment. That title is very descriptive of the cyclical, dynamic relationship among three elements common to highly developed school systems focused on learning. I'm not an athlete but perhaps it's similar to coaching in a sport, where a coordinated offense and defense with plenty of practice produces the best results. In the classroom instruction and practice that has a good match to the assessments that are used will produce the highest achievement scores, even if the content is rigorous. As an elementary teacher remarked in a recent grade level work session after analyzing her prior year's students' responses to a pre-assessment for the subsequent grade,

*I've never been more excited about a test in my life!
 This was assessing what we taught!
 These kids are going to fit in so well by third grade.
 I did it (taught the new math program with fidelity) and they did it!*

An important part of my job is to help faculty understand the student expectations in the Common Core standards and to create engaging lessons and units of study that prepare students to meet the rigor of the standards. It is not easy for a teacher to leave behind activities and lessons that have worked well in prior years. Support and tips from their colleagues are crucial as they take the risk to aim for higher student gains. Within our district we are working hard to create a professional culture that recognizes teachers' needs as learners and facilitators of learning – and offers many resources in the form of coaching, professional reading and study, and collaborative teamwork. Coaches in math and literacy provide models of how to implement effective teaching practices and interpret test results. This is the basis for continually revising and updating plans for instruction based on students' performance.



LD 1422 is a Maine law that requires students to meet requirements for a proficiency-based diploma by 2018. This work is paving the road to satisfy that requirement. More importantly, it's helping faculty and leaders work together in consistent ways to raise student achievement.

October 2, 2013

Members of the Administrative Team have identified Marzano's Design Questions 2, 3, and 4 that include teaching standards 6-23 as a district-wide focus. These standards address instructional strategies for introducing and enhancing the understanding of content, specifically helping students interact with new knowledge, helping students practice and deepen new knowledge, and helping students generate and test hypothesis. The plan to work on these standards during the 2013-2014 school year was shared with staff during the August 27 in-service day. Teachers met in cross grade level groups to examine learning activities and categorize them by type of lesson segment. Administrators began studying these standards in A-Team meetings by viewing portions of Marzano's video, *The Art and Science of Teaching*. They will visit classrooms to observe these teaching standards as part of the evaluation system. In addition, administrators and teachers are working to develop a district protocol to use for peer observations. Teachers will observe other teachers in an effort to learn from each other and more deeply understand the teaching standards.

The first early release day was held on September 27, 2013. High school and middle school teachers participated in professional development focused on their new technology. Teachers selected from a menu of sessions that were presented by Apple representatives. Session topics included eBackPack, iBooks Author, and iOS JumpStart iPad.

On the September 27 release day, elementary teachers participated in a session on the Lucy Caulkins writing program led by consultant Kellie Smith. Topics covered included:

- Overview of Progressions
- Self-facing Rubrics
- Quantitative Scoring (Narrative pre-assessments)

Teachers were also provided practice time for calibration and scoring of common writing assessments.

The September round of grade level meetings for teachers in grades K-5 have been completed. These meetings were facilitated by Sarah Caban, Barbara Bourgoine, and Nancy Harriman. Teachers in each session focused on the new writing program, on the math pre-assessment that was administered to students in the beginning of the year, and on the calibration of the DRA (Developmental Reading Assessment). Grade level meetings will continue on a monthly basis throughout the year.

Respectfully submitted,

Donna H. Wolfrom

RSU#38 Maranacook Area Schools
Workshop Half-day
Friday, Sept. 27, 2013
12:30-3:00 pm

Elementary:

Will meet at Readfield Elementary School

Grades K-5 classroom teachers will meet in the RES gym and will be working with Kellie Smith on the Lucy Calkins writing units all afternoon. Topics covered will be:

- Overview of Progressions
- Self-facing Rubrics
- Quantitative Scoring (Narrative pre-assessments)
- Practice time to score and calibrate

Please bring your on-demand writing pre-assessments from the first week of school, and your Writing Pathways book.

Special Ed teachers will work with Regular Ed teachers on writing.

Ed Techs that support literacy may choose to attend.

GT teachers will work with Regular Ed teachers on writing.

PE and Music teachers will work with Sarah Caban in RES library from 12:30-1:30 (at RES). Focus will be on developing skills in Math to support classroom teachers.

Music teachers will meet with Pat Godin (at RES) from 1:45-3:00 to discuss GT identification process for Music.

PE teacher should submit a personal plan for 1:30-3:00

Guidance and Library should submit a personal plan for the afternoon.

Art teachers don't work on Friday.

Math Interventionists Working on developing Common Core Goal Progressions for Math

Middle and High Schools:

Some High School teachers will be finalizing their NEASC reports.

Session 1: Room 150 Maranacook Middle School

eBackpack - Ann Marie Quirion Hutton- *Apple, Inc.*

This workshop is for faculty wishing to support collaboration and content workflow between iPad and Mac devices in the classroom using eBackpack. Participants will gain a fundamental understanding of how learning can be supported through an effective digital workflow with eBackPack using iOS, OS X, and other Apple tools.

Learning outcomes for this workshop include:

- Experience digital workflow between iPad and Mac devices through eBackPack

- See how to integrate other Apple tools and apps to support a learning workflow with eBackpack
- 10 HS, 9 MS

Session 2: Room 171 Maranacook Middle School

eBackpack - Tim Hart- *Apple, Inc.*

This workshop is for faculty wishing to support collaboration and content workflow between iPad and Mac devices in the classroom using eBackpack. Participants will gain a fundamental understanding of how learning can be supported through an effective digital workflow with eBackPack using iOS, OS X, and other Apple tools.

Learning outcomes for this workshop include:

- Experience digital workflow between iPad and Mac devices through eBackPack
- See how to integrate other Apple tools and apps to support a learning workflow with eBackpack

7 HS, 12 MS

Session 3: Room 177 Maranacook Middle School

iBooks Author - Lindsey Carnes- *Apple, Inc.*

This workshop is for faculty who want to use iBooks Author to create Multi-Touch books for iPad that take learning to a new level of content interactivity and understanding. Participants will gain a fundamental understanding of creating interactive content and publishing with iBooks Author, focusing on best practices for engagement and learning.

Learning outcomes for this workshop include:

- Experience iBooks Author
- Leverage content created in iWork and iLife applications
- Create and publish content in iBooks Author

Session 4: Room 123 Maranacook Middle School

iOS JumpStart iPad- Mary Callan- *Apple, Inc.*

Participants gain fundamental skills with select MLTI Apple solution apps and iOS 6. The workshop focuses on these technologies as they apply to teaching and learning.

Learning outcomes for this workshop include:

- Explore basic navigation, built-in apps, and accessibility features of iOS 6
- Personalize and use iOS 6 to create, collaborate, and communicate
- Gain fundamental skills with iMovie and Keynote apps

ABS Meeting Minutes

June 5, 2013

Attendance Lauren Whitman, ABS President; Lori Hyland, ABS VP; Mike Parent, ABS Treasurer; Jess Griefzu, ABS Secretary & GAPP; Deb Elwell, Concessions Chair & Boys Soccer; Hazel Stevenson, Cross Country; Bridget Mace, Alpine; Maureen Sanborn, Girls Basketball; Linda Smith, Football; Diane MacGregor, Girls Soccer; Nicole McSweeney, Nordic; Danielle Farrell, Speech & Debate; Fred Duplisea, LAX Girls; Mandi Linton, Field Hockey; Dyan Dyttmer, Theater. Absent Dennis Dalheim, Baseball; Betsy McGrail, Boys Basketball; Janet Delmar, Golf; Michelle Cram, Hockey; Cathy McLaughlin, LAX Boys; Robyn Graziano, Math Team; Jen Michaud, Softball; Dick Watson, Antique Bears; Jen Lanphear, Boys Tennis; Lisa Lang, Girls Tennis; Al MacGregor, Athletic Director.

Meeting called to order at 6:30.

Minutes The minutes could not be typed up, as the Secretary's computer died. All minutes will be sent as soon as possible.

Treasurer's Report No response from the IRS as of yet. Mike wants to contact the media and Rep. Susan Collins if they do not accept the abatement letter. If it becomes an issue, the Exec. Committee will meet over the summer. Mike reviewed all old Treasurer's reports, and told us that some student support numbers did not match, and tried to fix it. He decided that it would be better to note the changes on the current report. He also reminded us that any teams with 2010 & 2011 monies not used will lose it as of September 2013. MM to accept, 2nd, with all in favor.

Lauren talked about trying to sell some blankets this Friday at class night, and asked if anyone would be willing to sell them in the lobby. She will be putting cards on the table to advertise them.

Capital Funding The Nordic team made a request for trail repair. Lori gave the overview of the request, complete with a price quote. The committee recommends that the full \$1000.00 be funded. MM to approve, and 2nd. It was discussed who uses the trails, and

how parents donate their time to maintain the trails, but that the money requested is for earth work. All voted in favor.

Advertising on Campus/ Sign Sale Wrap-up Some of the sold signs will be in this week, and Lauren will be hanging them next week. She will also send out a list of what was sold when she has all of the info in. She is willing to sell them over the summer, just refer any inquiries to her. The sign to advertise selling signs has been ordered as well.

Concessions We are done for the year, as the last game was tonight. We brought in about \$3000.00 for spring concessions. Deb reminded us that it is important that when she asks for help at the concession stand, it would be nice to hear back from people. She added that we may need a new grill, as the one we have is very wobbly. The net amount for concessions this year is about \$20, 577. Lastly, Deb scheduled a concession event for July 11th. This is an all-day event, and needs help covering it.

Jared Knowlton Mrs. Knowlton let it be known that Jared would have like some of the money donated in his name to go to boys soccer, but the coach is unsure on what to spend it on. A wall that would be shared with LAX was suggested, but more info is needed to move forward on this project.

Lauren let us know that all of the advertising space on the baseball/soccer scoreboard is all sold.

By-laws Change Lauren wants to add an Antique Bear to the Executive Committee. She will be bringing an amendment for this to the first fall meeting.

Snack Shack Signage No report.

Website The website has been updated to include the by-laws, all forms, and current fundraising opportunities.

Lauren thanked us all again for our continued support of ABS, and Dick added to let all parents know about the Antique Bears.

MM to adjourn meeting at 7:25, 2nd, all in favor.

ABS Meeting Minutes

May 8, 2013

Attendance Lauren Whitman, ABS President; Lori Hyland, ABS VP; Mike Parent, ABS Treasurer; Jess Griefzu, ABS Secretary & GAPP; Deb Elwell, Concessions Chair & Boys Soccer; Cathy McLaughlin, Merchandise & LAX Boys; Al MacGregor, Athletic Director; Hazel Stevenson, Cross Country; "JL", Alpine; Maureen Sanborn, Girls Basketball; Linda Smith, Football; Diane MacGregor, Girls Soccer; Nicole McSweeney, Nordic; Fred Duplisea, LAX Girls; Mandi Linton, Field Hockey; Dyan Dyttmer, Theater; Dennis Dalheim, Baseball; Betsy McGrail, Boys Basketball; Janet Delmar, Golf; Michelle Cram, Ice Hockey; Dick Watson, Antique Bears; Jen Lanphear, Boys Tennis; Lisa Lang, Girls Tennis; Margaret Manley, Track. Absent Robyn Graziano, Math Team; Jen Michaud, Softball. Excused Danielle Farrell, Speech & Debate.

Meeting called to order at 6:30.

Meeting Minutes There is a typo in the time adjourned. The change was noted, and MM to accept the minutes, 2nd, all in favor.

Treasurer's Report Mike reviewed the report, and let us know that the Jared Knowlton Fund has received \$1580.00. He also said we have received \$2500.00 in sign sales, and that the IRS has still not responded to the abatement letter. MM to accept, 2nd, all in favor.

Capital Funding A request was made by Steve D'Angelis for repairs on the XC & Nordic trails. A committee was formed, and will report on it next meeting.

Concessions We have grossed about \$1500.00 so far for spring concessions. Deb reminded us to please fill out all forms correctly, and also if you cannot leave the correct change in the cash box, just let Deb or Mike know so they can fix it. Mandi cleaned all of the old coffee pots so they are in good working order, and Lori donated one as well.

Advertising on Campus/ Sign sales We have raised \$2500.00 so far in sign sales. We have sold to some new people, which is great. Dick gave some pointers on how to get a bigger response from our groups as far as getting them to participate in the fundraising/ sale of signs. He explained that reps are not solely responsible for doing it, but have to get the parents to help. And went over how funding will be lost to those teams that do not participate in ABS fundraising, concessions, etc. He clarified that we are selling a product

(the signs), not just asking for donations. Kathy brought up a question on what is an appropriate amount of times to contact a business, before it becomes inappropriate. Lauren said just to keep trying. Another question was what would happen to a team that tried to sell signage, but could not make the sale. If you have given it your best shot, and explained how we have a goal to reach, and the more we raise, the less out of pocket the parents have to spend. Also mention that the signs are a very good deal, and that "co-op" dollars may be able to be used. Lauren also said that you can give out her contact info if there are any other questions that you cannot answer about this fundraiser. She is also sending out a new letter & a new form to try to make this fundraiser easier. Any monies collected can be mailed to ABS. A motion was made to spend \$100.00 to have a sign made advertising that we have signs for sale, 2nd, all in favor.

Elections Elections were held for the positions of Treasurer & Secretary. Mike Parent was elected to Treasurer with 21 votes, and Jess Greifzu was elected to Secretary with 22 votes.

Snack Shack Signage Paul is considering the possibility of a banner. Hazel let us know that Peter's family would like his name on the baseball sign. A motion to put "Maranacook Bears Are Awesome- Peter S. Burbank" was made, 2nd, with all in favor.

Website No update.

Next meeting will be June 5, 2013 at 6:30.

MM to adjourn at 7:17, 2nd, with all in favor.