

REGIONAL SCHOOL UNIT #38 BOARD OF DIRECTORS
Maranacook Community High School
February 8, 2018
Minutes of Meeting

Members Present: Chair Betty Morrell, Vice Chair Gary Carr, Wendy Brotherlin, Melissa O’Neal, Jeremy Payne, Shawn Roderick, David Twitchell, Adam Woodford, Alexander Wright
Members Absent: Cathy Jacobs (excused), Kaleb Pushard (excused), Lucas Rumler, Thomas Sneed (excused)
Student Reps: John McLaughlin, Hannah Woodford, Naeema O’Rourke, Thomas Struck
Administrators: Superintendent Donna Wolfrom, Principals Jeff Boston, Dwayne Conway, Janet Delmar and Rick Hogan, Assistant Principal Kristen Levesque, Special Education Director Ryan Meserve, Technology Director Diane MacGregor, Curriculum, Instruction, and Assessment Director Nancy Harriman, Finance Manager Brigette Williams, Adult & Community Education Director Steve Vose

1. Call to order: Chair Morrell called the meeting to order at 6:30.
Chair Morrell announced that the district obtained a rebate of \$1,380.00 from Efficiency Maine for the univentilators at Manchester Elementary School. Also, the Middle School has been renewed as a Spotlight School with the New England League of Middle Schools.
2. Student Representatives Reports
Middle School student representatives Thomas Struck and Naeema O’Rourke reported on the middle school student led conferences, and the ski teams’ successes. The transition is beginning for 8th graders entering high school by selecting their classes for next year. Winter Carnival and Spirit Week are next week.
High School student representatives Hannah Woodford and John McLaughlin reported on the Eurosphere dance, which raised \$900 profit; they are finalizing Winter Carnival plans which will be the week following February break; course sign ups happened this week, and the Unified Basketball games kicked off on the 27th; they also reported on the winter sports teams; and the Math team placed 4th in the last meet; the Health Advisory Team is being trained to help students who suffer from anxiety.
3. Citizens’ Comments: none
4. Additions/Adjustments to the Agenda by Board and/or Superintendent:
Wendy Brotherlin noted that she received letters from teachers due to the snow storm yesterday, they were upset that the ride home was dangerous. She asked what the policy is for weather related decisions. Superintendent Wolfrom responded that past practice is that teachers go home when there is an early release due to weather. Yesterday was a pre-planned early release day for students. Typically the Central Office staff stays unless the State Government closes.
Request was made for the Policy Committee to review the policy and report back to the Board.
5. Action/Discussion/Informational Items:
 - a. Report from Auditor Ron Smith (rescheduled to 3/7/18)
 - b. Approval of Minutes of January 24, 2018
MOTION by Carr, second by Twitchell to approve the Minutes of January 24, 2018 as presented.
Motion Carried: 8 in favor, 0 opposed, 1 abstained (O’Neal)
 - c. Acceptance of donations
MOTION by Carr, second by Roderick to accept the donations as presented.
Motion Carried: unanimous
 - d. Appointment of Interim Contract Teacher, Darcy Adams, HS Spanish, 2/7/18 – 6/30/18
MOTION by Carr, second by Brotherlin to appoint Darcy Adams to an interim teacher contract as presented.

Superintendent Wolfrom reported that Ms. Adams is filling in for a teacher who is out on medical leave. **Motion Carried:** unanimous

- e. Consideration of overnight trip request, MCHS, Operation Breaking Stereotypes, 2/8 and 2/9/18 – Trip cancelled.

6. Budget Workshop:

a. Updates from last budget workshop

Superintendent Wolfrom reported on the following updates:

The preliminary ED279 from the State shows an increase in subsidy by \$118,972 over last year, which includes \$16,146 for the submission of Part 1 of the Regionalization proposal. The proposal was revised to include combined efforts in extra- and co-curricular offerings, in summer school and instructional support offerings, and in training and availability of substitutes with RSU 2, Winthrop Schools and RSU 38. The proposal was originally denied but after revising the proposal and meeting with Commissioner Hasson and members of the regionalization committee, the proposal was accepted. Now work will begin on Part 2 of the proposal.

In response to a request to cost out what it might cost to provide 1:1 computers for students in grades K-5, it is estimated to cost \$508,986 over 4 years, which would add \$127,224 to the FY19 budget.

LD 1710, the bill to reinstate funding for school based health centers was voted 8:4 ought to pass by the Health and Human Services Committee. The Committee decided to support this year and next year with Funds for a Healthy Maine. Superintendent Wolfrom asked that Board members contact their Legislators and urge them to support this; it is very important to our Health Center; the money from the state represents about half of the Health Center budget.

b. Middle School

Middle School Principal Rick Hogan reported that the budget request for FY19 has no new positions. He reviewed some of the increases.

English – purchase additional seats for Reading Plus. They have found that it is working very well. NWEA scores from last winter to this winter on average have increased their RIT scores 9.8%; 83% of those students have met their projected growth total.

Physical Education – begin to replace some of the PE equipment.

Math – This is similar to English, purchase Dreambox. This program that is also being used in the alternative education and special education programs. Students using this program have averaged +9 and 68% of those students were able to meet their projected growth. They are really starting to see the benefits and would like to expand it.

Furniture – The science lab needs tables and they also need to purchase additional chairs for various classrooms.

A.Wright asked what the procedure is to institute an industrial arts program at the Middle School. Superintendent Wolfrom responded the budget would need to include the salary for a teacher and we would need to get a figure for equipment to add to the budget. If it is something the Board wants included, then they would vote to include it in the FY19 budget.

A.Woodford commented about his support for the Reading Plus program, stating that he hopes the Board supports it.

Request was made for clarification on the note on Spotlight School letter regarding support to Tier 1 and 2; is it in the budget? Principal Hogan responded that Tier One effects all students; we need to have more focus on that for next year, but it shouldn't cost more. This entails looking at the literature as a staff, and determining good practice and deciding how to proceed. With Tier 2, Margot Gyorgy and Kathy Farrin will increase their time to work with teachers directly; this part shouldn't impact the budget either.

Question about Math scores; didn't think you had a downward trend. Principal Hogan responded it's more an issue that they are flat. As a staff we need to look at how we are teaching math. If we are using strong Tier 1 practice in the classroom, it shouldn't be a problem.

c. Technology

Technology Director Diane MacGregor began her presentation by reporting on a question regarding at home Internet access in our district. Although she doesn't have specific numbers for the elementary school families, she does have an idea of approximate figures. A lot of families have internet

access through work. Last year the district purchased 10 Kajeet mobile hotspots to loan out to families by the students signing them out through the media centers at the schools. Staff can also sign them out. Based on the data there is not a request to purchase more at this time. The Cost is \$1,000 for 10 devices, and \$20/mon. for each device for connection, and we do a 10-month program. There are none at the elementary schools at this time.

The first request is for an 80% K-5 Technology Integrator. Currently, there is a K-8 Technology Integration Specialist. The elementary schools share the position with the middle school and receive support ½ day per week for each school. This does not provide enough time for the technology integrator to support teachers in their teaching or provide the support they need in troubleshooting technology. By increasing Technology Support in the elementary schools, the teachers will be able to schedule time to meet with the Technology Integrator. There would be less travel time for the integrator going from school to school. There would also be more availability to provide “just in time” support which would increase technology use as teachers become better at using the technology. The Middle School would also get more time, going from 60% to 100%, giving them more time to work on such things as digital citizenship and the management of the MLTI laptops.

We contract with Fayette to manage their technology, and we haven’t been able to do tech integration for them. If we could make this a full time position, billing out 20% to Fayette, it would make this position more attractive for candidates; each elementary school would have a day a week. We have talked about hosting family tech nights, providing more data management for staff, and possibly establishing a tech team for elementary students.

The second request is for Network Equipment. Sixty percent of this would be reimbursed through E-Rate, for a total cost to the district of \$2,610.00.

Question – regarding the integration specialist at the elementary schools, where do you believe it is falling through the cracks? Ms. MacGregor responded there is a techsupport email box that staff send an email to when they need assistance, and we certainly offer triage when teachers’ computers go down. The tech team meets regularly and we go through the requests and work at the requests as quickly as possible. A.Woodford – would be great to hear more from the teachers, do they believe this would solve the tech issues?

Ms. McGregor responded that this request is fiscally responsible; she would love to have more but knows there are budget constraints and would rather ask for what she can get.

Question – is there data you track? Yes, and when the team meets each month we review the requests that are out there and what we’ve addressed, but there’s still a lot that happens when the technology integration specialist walks through the door.

Question – when it comes to the firewall have there been any breaches. No breaches.

d. Special Education

Special Education Director Ryan Meserve provided an overview of the current staff level for the Special Education Department for RSU 38. For 2018-19, Mr. Meserve is working with Child Development Services, and expects to need 2 additional ed. techs. for students who require direct adult support, he also is requesting an increase in nurse time to meet medical needs of students, and an increase in the instructional supply line to purchase a Dreambox subscription. Given the needs of incoming students as well as the number of students transferred, we have almost 30 new students that enrolled this fall that require special education services, we had 7 students move out. It is very difficult to project these types of shifts in enrollment, we are very fortunate to have an extremely supportive group of educators; it is a team effort.

Discussion ensued about the nurse position. Question – did we increase a full nurse position last year at one of the elementary schools? Yes. Now you need 1.6 additional? Yes

Question – how much will we get back from state? Not sure right now? Finance Manager Williams added that the special education formula is much more complicated than the regular EPS formula. We will get the subsidy but it won’t be in the current year budget.

It is important to note that some of the increases in some of the school’s individual budget lines are due to shifting positions around due to needs, some of it is nursing, and some of the students might be going from 5th to 6th so the staff would follow them. Again, this is projecting where the needs will be. It is a moving target; last fall’s numbers were the largest we’ve seen.

e. English Language Learners (ELLs)

Superintendent Wolfrom reported that the population for this group of students has decreased. We currently have a person working 80% FTE and we have decreased it to 60% FTE. Depending on enrollment we believe we can adequately meet the needs of the students.

f. Gifted and Talented

Curriculum, Instruction, and Assessment Director Nancy Harriman reported this budget remains the same as the current year. G/T staff presented at the December meeting. We are still serving about the same number of students, and we are limited to servicing 10% of the student population which is about 120 students; 68 academics, 52 visual and performing arts, and a handful receive services in both. There are no changes in staffing recommended, although we have shifted staff based on where the students are. The increases are all in relation to staffing due to negotiated salaries and benefits. Ms. Harriman provided a couple of examples of program successes this year – first in serving visual and performing arts, teachers have weaved this in to their schedules. Art teacher Jeremy Smith arranged for a visiting artist by combining professional development for staff; she worked with honors art students in a class and then she met with the G/T art students during focus time. A second example in academics, G/T Teacher Pat Godin is working closely with the English Dept. to do curriculum compacting so students identified or high achieving students can meet credits early so they can take advantage of college courses.

Question - other opportunities for students who are gifted in working with their hands. Ms. Harriman added that in terms of the visual and performing arts our IA teacher Mr. Stockford and Mr. Ferrero are working together offering a metals class; hope to see more opportunities like this. We are obligated to follow the state criteria, but also have an obligation to identify other students that may not be high achieving and try to make sure we have a mix of students.

g. Board questions – in addition to those above

Questions – what type of IA program are we looking for, what is IA today? A. Wright responded as collaborative a program as possible with Mr. Stockford's program at the high school. Superintendent Wolfrom responded IA can be more traditional with wood work and home economics, a lot of schools have moved to robotics.

Question – what would the nurse coverage in the schools look like? Mr. Meserve responded the new positions would be to address the specific medical needs of incoming students. We would shift the nursing positions around so there is more contact time with the nurses in the elementary schools. The nurse with a specific student would be in addition to that. We need to ensure there is coverage should a medical situation arise. Right now Mt. Vernon has 3 half days per week; it is not to take away from what is currently there for nurse coverage, which is why it is proposed in the special education budget.

Question – is any special education funding ever used for Guidance Counselors? No

Question – technology budget – why is there a 69.4% increase at the middle school? The Educational Technician Integrator would be full time rather than half time?

h. Citizens comments regarding budget: nonei. Board discussion

Brief discussion about the expected mil rate which is going from 8.19 to 8.51 for next year, but Wayne is different. Wayne only has to have 8.04; so when you blend them you come up with the 8.42.

7. Informational Items – included in board packet.

Chair Morrell reported on the Superintendent Search Committee work. They have a full committee of 15 members divided among our towns for the Interview Committee, with their first meeting scheduled for March 8th (see minutes of 2/1/18 in board folders).

8. Adjournment: **MOTION** and second to adjourn at 8:05 p.m.

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