

REGIONAL SCHOOL UNIT #38 BOARD OF DIRECTORS
Maranacook Community High School
March 21, 2018
Minutes of Meeting

Members Present: Chair Betty Morrell, Vice Chair Gary Carr, Wendy Brotherlin, Cathy Jacobs, Jeremy Payne, Kaleb Pushard, Shawn Roderick, David Twitchell, Adam Woodford, Alexander Wright
Members Absent: Melissa O'Neal (excused), Lucas Rumler, Thomas Sneed
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, Finance Manager Brigette Williams, Literacy Coach Barbara Bourgoine, Math Coach Sarah Caban, Adult and Community Education Director Steve Vose

1. Call to order: Chair Morrell called the meeting to order at 6:30 p.m.
Chair Morrell opened the meeting by congratulating Dr. Dwayne Conway for earning his Doctorate. The topic of his dissertation was "Effective Change Practices in New England High Schools."
2. Presentation: NWEA Report
Director of Curriculum, Instruction and Assessment Nancy Harriman provided background information from the NWEA tests and the math and literacy scores. This is one of the assessment tools that allow staff to compare student's progress across schools.
Math Coach Sarah Caban discussed how tracking student data has provided opportunities for interventions and opportunities for teachers to target in on assisting individual student needs. She reviewed some of the new techniques staff are using to assist students including having the interventionists go into the classrooms and working with teachers; working with teachers at the end of the day; and planning math lessons together with teachers.
3. Citizens Comments: none
4. Additions/Adjustments to the Agenda by Board and/or Superintendent: none
5. Action/Discussion/Informational Items
 - a. Approval of Minutes of March 14, 2018
MOTION by Carr, second by Jacobs to approve the Minutes of March 14, 2018 as presented.
Motion Carried: unanimous
 - b. Consideration of Out-Of Country Trip, Munich, Germany and Salzburg, Austria, Summer, 2018
MOTION by Carr, second by Wright to approve the request for the Out-of-Country Trip to Munich, Germany and Salzburg, Austria as presented.
High School teacher Justin Fecteau provided an overview of the travel trip request. This trip will enable 4th year German students to take part in a trip they would otherwise not have the opportunity for.
Mr. Fecteau was thanked for offering up part of his summer to extend this opportunity to students.
Motion Carried: unanimous
 - c. Consideration of 2018-2019 school calendar
Superintendent Wolfrom reported that this calendar is the product of working with other CATC Superintendents. By law, sending schools to CATC can have no more than 5 dissimilar days in their calendars. This calendar was shared with the MASA Staff Association and no concerns were raised.
MOTION by Carr to approve the school calendar for 2018-2019 as presented, second by Twitchell.
C.Jacobs inquired about the request from a citizen last week regarding the possibility of adding holidays to the calendar as well as the request for allowing students additional consideration when missing school due to religious holidays. Superintendent Wolfrom responded that the holidays currently

listed on the school calendar are state and federal holidays that are observed. We can look into adding them to the district calendar on the web site for staff to review and consider when scheduling school events. Other requests should be reviewed by the Policy Committee since the Board has Policy IMDC, Observance of Legal Holidays.

Motion Carried: unanimous

MOTION by Roderick, second by Payne to request the Policy Committee to review the request regarding holidays and how they affect students. **Motion Carried:** unanimous

d. Consideration of options for make-up days for calendar year 2017-2018

Superintendent Wolfrom reported that the results of the survey were forwarded to Board members earlier today and copies are in folders. Chapter 125 states that the average day is considered 5 hours, with a minimum day being 3 hours. She also pointed out a letter she received from a concerned parent about making up these days, which is in Board folders. Regarding waivers from the Commissioner of Education, they will only be considered after schools have looked into all reasonable options. Discussion ensued about the interpretation of Chapter 125 and the possibility of turning a scheduled half day to a full day.

MOTION by Carr, to add one hour to each day for 20 days, second by Twitchell.

Question was asked as to how schools would integrate this time into their daily schedule. High School Principal Conway reported they would add additional time to each period during the day. For students involved in extra-curricular activities, if there is a game they would be dismissed for that purpose, home games would probably be fine, and practices would have to be pushed back.

Concern was raised with adding an hour per day especially for younger students.

Middle School Principal Hogan responded they would probably do something similar to the high school, or they may add a period at the end of the day.

Elementary Principal Boston responded they would probably add a little extra time to content blocks, but as raised earlier, the younger students are very tired by the end of the day.

MOTION Failed: 1 in favor, 9 opposed (Morrell, Brotherlin, Jacobs, Payne, Pushard, Roderick, Twitchell, Woodford, Wright).

MOTION by Roderick to add to the school calendar June 18, 19, 20, and 21 as full student days, and June 22 as a half day. Motion was seconded by Jacobs.

Question was asked about graduation day. Superintendent Wolfrom responded that graduation would not change; it is scheduled for Saturday June 9th. She has had conversations with Principal Conway and Assistant Principal Levesque. The seniors need 170 days. They have been talking about having seniors come back after graduation to work with younger students as a way to make up their time.

Question regarding May 8th. This is currently an early release day. It is unclear whether this an allowable replacement for making up a day since Chapter 125 states you cannot add more than one hour to an already scheduled day.

Request was made to talk about considering April vacation before voting on this proposal.

Principal Delmar responded that there are staff members who have plans for April vacation.

Concern was raised about having school so far into June and having no air conditioning in the buildings.

Superintendent Wolfrom added that she would expect that field trips, etc. that are usually planned for the last week of school would most likely be moved back one week.

Motion Failed: 3 in favor, 6 opposed (Brotherlin, Payne, Pushard, Wright, Woodford, Carr), 1 abstained (Twitchell)

MOTION by Carr to add one half hour to each morning and each afternoon for 20 days. No second.

MOTION by Morrell to consider adding 3 hours to May 8th, have June 18, 19, and 20 as full days, and June 21 as a half day.

Assistant Principal Levesque reported that the high school and middle school staff have talked about taking the planning for next year that is scheduled for May 8th and doing that during a late start days at the high school and taking some time at staff meetings. They also talked about doing this work during the advisor training time in August. This would also allow for new staff to be part of the planning.

Principal Delmar added that they could also accommodate some of the May 8th planning during staff meeting time.

The motion was seconded by Payne.

It was also noted that this was the most favored option on the Survey Monkey.

Motion Carried: 9 in favor, 1 opposed (Woodford)

6. Budget Workshop:

Superintendent Wolfrom provided the following updates:

- Regarding a citizen commented about salaries of RSU 38 administrators and teachers, the Board was provided with MSMA data regarding administrator and teacher pay throughout the state. RSU 38 salaries for both groups are comparable to others in the Kennebec County region. Superintendent Wolfrom asked that when reviewing this data to pay close attention to the benefits package offered and number of days worked.
- Regarding the budget documents provided, Superintendent Wolfrom reported that after consideration of information that was provided regarding the highest rate of insurance increase and the District's experience rate, it was decided to reduce the estimated health insurance increase from 10% to 7%. This is reflected in Version 2 of the Budget Summary and totals a decrease of \$56,801.00 or a .33% decrease from the original draft budget.
- The revenue sheet was adjusted on the tuition line, increasing tuition revenue by \$50,000. This information is based on current tuition students. The balance forward amount was also increased by \$100,000.00 for a total of \$600,000.00.
- All these items totaled reduces the local dollar calculations for each town. The total budget reduction from the original draft budget is \$378,187.00.

She noted that the administrators and managers continue to look at the budget to see where other reductions can be made without impacting programs to students.

Superintendent Wolfrom also noted a copy of an email from Oak Point Architects reporting that she can expect the draft report from them on Thursday.

Question was asked as to whether the report could affect the budget. Yes it could.

Question was asked about the cost of athletic uniforms. Superintendent Wolfrom responded this is as a result of a recent Awesome Bear Society (ABS) meeting and how fundraising was taking its toll on families. The ABS asked if the District could take over some of the uniform costs. Al MacGregor costed out the uniforms and developed a replacement plan for uniforms.

Concern was raised about the cuts made so far and that although what we hear from the Architects may change this, by far the reductions are mostly in maintenance.

Finance Manager Williams responded that by using some of our cost savings this year, we were able to purchase some items, including the uni-ventilator systems for the high school.

Concern was raised by regarding new positions. There are positions that were left unfilled because there were no candidates for the positions and we are looking at 7 new positions for next year in addition to the vacant positions. The more positions added, the less tools we have to provide for the current staff. Suggestion was made to only add those positions required for special education, and possibly a strong case can be made for another principal.

Discussion ensued regarding the new positions and cuts that were made in recent years.

Question was asked about the reduction in books, is this due to technology we are using? Principal Conway responded that some of the books are being purchased out of this year's budget. Regarding the study hall ed tech, this position would free up teachers to provide intervention to students. Principal Hogan added that the middle school is using money that is generally used to purchase books to purchase more seats for programs such as DreamBox. He also added that there were positions cut at the middle school – a world language teacher last year, the Industrial Arts teacher was cut, and there were cuts on teams before he started. C.Jacobs added that while she was employed at the middle school the assistant principal position was also cut.

Approved 03/28/18

Chair Morrell recommended that the Board take a look at the reductions to date sheet and also asked that the Board look at the items to consider reducing from top down.

Request was made to provide what impact it would be to the high school to reduce the ed tech position to half time.

Principal Conway added that one way or another they will need to move forward; a full time position frees up teachers; a half time it would be helpful.

Technology Director MacGregor added that at the recent Visioning Meeting there was a lot of talk about technology and the effective use of technology. We need to support our teachers and support their use of the technology. This position would provide more time for the middle school and help them make better technological choices, and also provide more support for elementary teachers.

MOTION by Payne to move the technological items to the items to keep section, second by Twitchell.

Discussion continued about the various positions in the district, including the new positions being requested. Concern was raised about the technology integrationist position, and that some teachers would prefer to have supplies for their classrooms. Technology Director MacGregor spoke about the survey that was taken and that there was only one response that said they would prefer to have an interventionist. The teachers and students are provided with a lot of technology and this technology needs to be running well. There are some SmartBoards that do not work in some classrooms and teachers need professional development to benefit from the technology provided.

Motion Carried: 8 in favor, 1 opposed (Woodford)

Chair Morrell requested the administrators continue to look at areas to cut that will not hurt the education of our students. She also asked the Board to review the budget documents and they will reconsider everything the next time.

7. Executive Session to discuss negotiations between RSU #38 Board of Directors and the Central Office Support Staff pursuant to 1 M.R.S.A. §405(6)(D)

MOTION by Carr, second by Jacobs to enter Executive Session to discuss negotiations between RSU #38 Board of Directors and the Central Office Support Staff pursuant to 1 M.R.S.A. §405(6)(D).

Motion Carried: unanimous.

The Board entered Executive Session at 8:45 and returned to Public Session at 8:55 p.m.

8. Action following Executive Session

MOTION by Carr, second by Payne to approve the request from the Central Office Staff as presented. **Motion Carried:** unanimous

9. Adjournment: **MOTION** and second to adjourn at 9:00 p.m.

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