

**REGIONAL SCHOOL UNIT #38 BOARD OF DIRECTORS**  
**Maranacook Community High School**  
**December 5, 2018**  
**Minutes of Meeting**

Members Present: Chair Gary Carr, Vice Chair Wendy Brotherlin, Patty Gordon, Cathy Jacobs, Betty Morrell, Kaleb Pushard, Shawn Roderick, Crystal Sullivan (arrived 7:08), Melissa Tobin, David Twitchell, Adam Woodford, Alexander Wright

Member Absent: Scott Lyons

Student Reps: Esm'e Jamison, Malachi Vazquez-Carr, Dana Reynolds, Ella Stevens

Administrators: Superintendent James Charette, Principals Dwayne Conway, Janet Delmar, Abbie Hartford, and Kristen Levesque, Assistant Principal Tina Brackley, Director of Curriculum, Assessment & Instruction Nancy Harriman, Technology Director Diane MacGregor, Special Education Director Ryan Meserve, Finance Manager Brigette Williams

1. Call to order: Chair Carr called the meeting to order at 7:00 p.m.  
Chair Carr announced that the first reading of Policy IMDB is tabled. The Student Representative reports will be moved up in the agenda. There will also be an executive session to discuss item 6g.

**Student Representatives Reports:**

Student representatives reported on the recent activities at the high school and middle school as well as the beginning of the winter sports season. Many fundraising activities have taken place including a community breakfast with donations going to assist families with heating fuel, and a clothing drive with the assistance of the Catholic Charities of Maine.

2. Presentations:

- a. **Report Card Update (HOW)**

Principals Kristen Levesque and Dwayne Conway reported on the HOW (Habits of Work) grading system, which is a necessary step on the way to standards based. Teachers use it every two weeks to assess students' habits of work. This grade does not affect their GPA.

Questions were asked about how the middle school students are graded; it seems that it is not consistent across the school. Principal Levesque responded that staff is working to develop a more consistent grading system for the HOW. Principal Conway reported that the high school staff is also working on calibrating how the grades are given so that a 2 from one teacher is a 2 from another teacher.

- b. **Storm Days Education Plan**

Technology Director Diane MacGregor reported on the information she gathered regarding remote learning for storm days and how that impacts student education. She provided an overview of what it could look like and the next steps. The HS and MS students would use activities that could be completed on their laptops. Elementary students would have "blizzard bags" or "genius bags" with work to do for the day that is purposeful and meaningful. Work done on a remote learning day would be due the next day. If a student does not turn in their work, then the student would be considered absent and the procedure for makeup work would be followed.

The next step is to convene a district committee comprised of teachers from each grade span and a representative from each school. The reason the Camden school district is

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allowed to pilot a program like this now is that they have 2 additional days built into their calendar above what MDOE requires. She is hoping to develop a comprehensive plan, get approval from administration and the school board, and then submit the plan for approval to MDOE, with a possibly pilot day in March.

Discussion ensued about having built in time that teachers would be on line to answer student questions. Question regarding classes such as IA; how would they be incorporated? Is this something teachers can opt out of? As a district we would need to decide how this would work for both staff and students. A citizen commented that consideration needs to be made for students who for various reasons would not be able to complete the work.

3. Student Representatives Reports – see item #1 above.
4. Citizens' Comments: none
5. Additions/Adjustments to the Agenda by Board and/or Superintendent:  
Chair Carr reiterated that the first reading of Policy IMDB has been tabled and there will be an executive session to discuss item 6g.
6. Action/Discussion/Informational Items:
  - a. Approval of Minutes of November 14, 2018  
**MOTION** by Brotherlin, second by Morrell to approve the Minutes of November 14, 2018 as presented. **Motion Carried:** unanimous
  - b. Acceptance of Donations  
**MOTION** by Brotherlin, second by Jacobs to acceptance the donations as presented.  
**Motion Carried:** unanimous
  - c. Consideration of request for financial support - student competition, Carnegie Hall, NY  
**MOTION** by Brotherlin, second by Wright to consider the request for financial support for the student competition to Carnegie Hall as presented.  
Student Ashley Cray reported on how she became eligible for this opportunity.  
**Motion Carried:** unanimous.  
Miss Cray was invited back to a future board meeting to report on her experience.
  - d. Ratification of resignation accepted over the summer – Literacy Specialist, Susan Lockhart  
**MOTION** by Brotherlin, second by Wright to ratify the acceptance of resignation of Susan Lockhart with regret. **Motion Carried:** unanimous
  - e. Appointment of First Probationary Teacher – MES Literacy Interventionist/Coach, Audrey Danforth  
**MOTION** by Brotherlin, second by Wright to appoint Audrey Danforth to a first probationary teacher contract. **Motion Carried:** unanimous
  - f. Consideration of request for leave of absence, Justin Fecteau  
**MOTION** by Brotherlin, second by Morrell to approve the request for a leave of absence for Justin Fecteau, January – June, 2019  
**Motion Carried:** unanimous
  - g. Consideration of request for leave of absence, December 2018-, Patricia LeVeen – (moved to end of the agenda)

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h. Policy First Readings: IHCD, Post-Secondary Enrollment Options; IMDB, Flag Displays  
Policy IHCD is a first reading. Any questions or comments should be submitted to the Superintendent or Board Chair for consideration at the next policy committee meeting. Policy IMDB was tabled.

i. Consideration of Resolution - MSMA Group Insurance Declaration of Trust

**MOTION** by Brotherlin to move the Vote entitled, "Vote to Authorize Amendments to M.S.M.A. Group Insurance Declaration of Trust" be adopted in form present to this meeting and that a copy of said Vote be filed with the minutes of this meeting. Second by Morrell.

Discussion followed.

**Motion Carried:** unanimous

7. Informational Items:

In addition to the reports provided in the packet, the administrative team members highlighted recent happenings at each of their schools or in their programs.

Adam Woodford thanked the MEF for the approval of the grant projects.

Item 6g. Consideration of request for leave of absence, December 2018, Patricia LeVeen

**MOTION** by Brotherlin to go into Executive Session to consider duties of officials/appointees/employees, pursuant to 1 M.R.S.A. § 405(6)(A). Motion was seconded by Wright. **Motion Carried:** unanimous

The Board entered executive session at 8:21 and returned to public session at 8:27 p.m.

**MOTION** by Morrell, second by Twitchell to approve the leave of absence request by Patricia LeVeen. **Motion Failed:** 0 in favor, 12 opposed.

8. Adjournment: **MOTION** and second to adjourn at 8:42 p.m.

Respectfully submitted,  
James Charette, Superintendent/Secretary  
D. Foster, Recorder