

August 22, 2016

**RSU 63 Board Meeting
Date: June 27, 2016
Location: Holden School**



Minutes

Members Present:

Town of Eddington – Rusty Gagnon, David McCluskey, and Nikki More; and
Town of Holden – Daniel Allen, Chris Galinski, Jennifer Newcomb, and Suzanne Wieland.
Dr. Kenneth Smith, Superintendent of Schools.

Member Excused:

Town of Clifton – Dola Hinckley

The meeting was called to order at 6:33 p.m. A flag salute was conducted and a moment of silence observed.

Election of Officers:

Motion by Nikki More with a second by Rusty Gagnon to nominate David McCluskey for Chair of the RSU 63 Board of Directors for the 2016-2017 school year.

David McCluskey accepted the nomination. There were no other nominations for the position.

Vote: 6 yes, 0 opposed and 1 abstention (David McCluskey)

Motion by Nikki More with a second by Jennifer Newcomb to nominate Rusty Gagnon for Vice Chair of the RSU 63 Board of Directors for the 2016-2017 school year.

Rusty Gagnon accepted the nomination. There were no other nominations for the position.

Vote: 7 yes, 0 opposed

Committees and Committee Membership:

Motion by Nikki More with a second by Jennifer Newcomb to appoint Jennifer Newcomb, Rusty Gagnon and Suzanne Wieland to the Budget & Finance Committee for the 2016-2017 school year.

Vote: 7 yes, 0 opposed

Dr. Smith questioned whether or not we really need the Transportation/Facilities Committee. We ran into several conflicts this year and most everything we do is eventually going to be presented through the Budget & Finance Committee to the full Board. It was agreed to check our bylaws and policies to see if the Transportation/Facilities Committee is a standing committee and if we have any policies on the responsibilities of the committee. Mr. McCluskey asked that this be brought back to the full Board in August as an agenda item.

Daniel Allen agreed to be on the Policy Committee and the Technology Committee. Nikki More is off the Technology Committee.

The Negotiations Committee is inactive at this time.

David McCluskey agreed to be the alternate representative for Brewer High School.

Nikki More is the RSU 63 representative for S.P.R.P.C.E. and Jennifer Newcomb is the alternate representative.

There were no other changes to the Committee Membership.

Approval of Minutes:

Motion by Rusty Gagnon with a second by Nikki More to approve the May 23, 2016 regular meeting minutes as amended.

Vote: 7 yes, 0 opposed

Motion by Rusty Gagnon with a second by Nikki More to approve the June 1, 2016 special meeting minutes.

Vote: 7 yes, 0 opposed

Motion by Rusty Gagnon with a second by Nikki More to approve the June 1 budget meeting minutes.

Vote: 7 yes, 0 opposed

Recognition and/or Awards of Students, Staff and Others: Kitty Kevin on behalf of the American Egg Board recently saw the article in the Bangor Daily News that mentioned the Holden School and the decision to remove eggs from the breakfast menu, along with Leyla Carriera's efforts to get them back on the menu. They thought it was commendable and want to do something for the school and our student, Leyla Carriera. The American Egg Farmers would like to sponsor a free lunch for all students at Holden School that would include eggs this coming fall. They will send representatives to the luncheon and speak with Miss Carriera and present the school with a monetary donation on behalf of the American Egg Board. Also, they would like to talk to Ms. Carriera for a story in their quarterly newsletter.

Acceptance of Gifts/Donations: We offer a Math Camp in the summer for our students. Two of our local businesses, Tradition Golf Club and Red Barn Campgrounds, have donated mini golf coupons for our Math Camp students.

Questions and Comments from the Public: None

Committee Meeting Dates:

Budget & Finance Committee – Wednesday, July 27, 2016 at Holbrook School at 2:00 p.m.

Policy Committee – TBD

Operations/Facilities Committee – TBD

Curriculum Committee – TBD

Technology Committee – TBD

New School Committee – Monday, July 25, 2016 at Holbrook School at 2:30 p.m.

Pre-K Advisory Committee – TBD

Discussion/Motions Regarding Board Reports:

Chris Galinski asked about the Good Samaritan School. It is a school for expectant mothers. They provide free day care and parenting services while obtaining their GED.

Mr. McCluskey asked for clarification on several students attending high schools that RSU 63 does not pay for. They are probably students attending charter schools or Maine Science and Math School Alliance. These students are on the State's roster. We do not get subsidy for these students. Their subsidy follows them. Also, parochial schools are not state accredited, so we do not pay for them.

Budget & Finance:

There was no Business Manager Report this month. Nothing to add to the Budget & Finance Committee written report.

Mr. McCluskey asked how we are looking at year-end. We did not have the cost summary analysis, but we are looking at approximately \$300,000 in the black. We have only looked at the actuals through the end of May and we still have bills coming in.

Superintendent's Report:

The Commissioner's Conference (Commissioner of Education) with superintendents was held in Bangor at the Cross Center on June 26, 27 & 28. In addition to Dr. Smith's written report, he distributed a 10-page document written by Dr. David Silvernail, former head of research for University of Southern Maine, as part of a report to superintendents at the Annual Commissioner's Conference. The study outlined the effects of poverty on student achievement both nationally and in Maine schools. It also provided a list of different things that can be done to help even the playing field for students in poverty. The presentation was based, in part, on the work of Jonathan Kozol in his book "Savage Inequalities".

RSU 63 Chair Report: No report

Motion by Nikki More with a second by Rusty Gagnon to approve the written and oral reports as submitted.

Old Business:

- 1) New School Committee – Nothing further to add.

New Business:

- 1) Approval of 2016-2017 Board Meeting Schedule – Motion by Rusty Gagnon with a second by Nikki More to approve the Draft 2016-2017 Board Meeting Schedule as presented.

Vote: 7 yes, 0 opposed

- 2) Certify Referendum Results – Motion: Rusty Gagnon, Second Nikki More. *“It is moved that the Computation and Declaration of Votes dated and attached hereto be and it is hereby approved (Attachment A). Furthermore, that the Computation and Declaration of Votes be entered upon the records of the District. Furthermore, that a certified copy of the Computation and Declaration of Votes be sent to each of the Municipal Clerks within the District.”*

Vote: 7 yes, 0 opposed

3) Policies:

- a) Policy GCFB-E – Motion by Rusty Gagnon with a second by Nikki More to approve on First Reading Draft Policy GCFB-E, Administrator’s Contract.

Vote: 7 yes, 0 opposed

- b) Policy DKC – Motion by Rusty Gagnon with a second by Nikki More to approve on First Reading Draft Policy DKC, Reimbursement of Business-Related Expenses.

Jennifer Newcomb would like to see a simplified form for the administrators for mileage. In reading it, the format looks very cumbersome and would like to see a more user-friendly form. Also, on page 1 Jennifer would like to see the attempt to use a company vehicle as part of the protocol rather than answering that question on the form for every mileage submission. Rusty Gagnon stated that if ‘RSU 63 Vehicle Unavailable’ is not checked off, it does not make any difference if you put it in on page 1, then you do not have a legal document that says you stated this but you did not. In Section VI of the policy requested reimbursable forms turned in after June 1 will not be honored, however, our fiscal year does not end until June 30. Rusty Gagnon walked the Board Members through how the forms would be used. David McCluskey asked if we have to show the odometer reading for the vehicle for mileage reimbursement. If the employee is writing off the miles the odometer reading for the vehicle is needed, but if we are reimbursing the employee, we just need documentation for the miles. Kelly Theriault said that it would be easier for the Business Office to have a one-sheet mileage log for inter-district use. Nikki More asked that the mileage for conferences be put on the same form as the professional leave request for the conference.

Rusty Gagnon amended her motion to include changing the date in Section VI from June 1 to June 30 with a submission date for reimbursement by July 15, deletion of second sentence in Section II, having the Business Manager develop a template for mileage reimbursement when it is mileage only reimbursement, and putting in the policy narrative that staff or administrators will make every

attempt to use a company vehicle if available and remove from attachment forms. Nikki More seconded the amendment to the motion.

Vote: 6 yes, 0 opposed

- 4) Approval of Fuel Bid – Motion by Jennifer Newcomb with a second by Nikki More to accept the fuel bid from R H Foster at .09 over rack.

Vote: 7 yes, 0 opposed

- 5) Approval of Roof Re-shingling Bid – Motion by Jennifer Newcomb with a second by Rusty Gagnon to accept the bid from Indoor Air Technologies in the amount of \$8,400.00 to re-shingle the 6th grade Holbrook School wing, as long as the Superintendent and Director of Transportation/Facilities thoroughly check Indoor Air Technologies references and verify the bid. If not, the contract will be awarded to the next lowest bidder, P&P Roofing in the amount of \$17,075.00.

Vote: 7 yes, 0 opposed

- 6) Motions:

Motion by Nikki More with a second by Rusty Gagnon to amend the agenda and move Item #6, Approval of Administrator Salaries for FY17 to follow the executive sessions.

Vote: 7 yes, 0 opposed

Motion by Nikki More with a second by Rusty Gagnon to amend the agenda and move Items #7, Approval of Agreement between RSU 63 Teachers' Association and the RSU 63 Board of Directors, and Item #8, Approval of Agreement between the RSU 63 Administrators' CBU and the RSU 63 Board of Directors, to follow the executive sessions.

Vote: 7 yes, 0 opposed

Personnel Actions:

- 1) Resignations: Motion by Jennifer Newcomb with a second by Nikki More to accept the resignations of Jeanne Kelly, Ed Tech III at Eddington School and Rita Lovejoy, Summer Springboard Grades 6-8 Math Teacher.

Vote: 7 yes, 0 opposed

Cindy Badger, Director of Special Services, has resigned. Her resignation has been acknowledged and accepted by AOS 81.

- 2) Leaves: Mary St. Peter will be on leave subject to the Family Medical Leave Act and insurance policy. She does qualify for a leave and will be out on a trimester basis. Dr. Smith will discuss this further in the executive session.

- 3) Elections: We will be seeking a Director of Special Services. It is critical we take action quickly. If we do find a candidate, we would need to have a special Board Meeting or the superintendent is given the latitude to hire someone.

Motion by Rusty Gagnon with a second by Jennifer Newcomb to authorize Dr. Smith to offer a position to a qualified candidate, as long as the total salary compensation comes under the budgetary constraints for the position.

Vote: 7 yes, 0 opposed

- 4) Appointments: Motion by Jennifer Newcomb with a second by Nikki More to appoint Alexandria Hafford as the Summer Springboard Grades 6-8 Math Teacher.

Vote: 7 yes, 0 opposed

- 5) Searches: Director of Special Services

- 6) Reassignments: Cheryl Hardy, Ed Tech will be moving from Holbrook School to a split position between Holden and Holbrook Schools.

Questions and Comments from the Public: None

Executive Sessions:

At 7:50 p.m. motion by Nikki More with a second by Rusty Gagnon to go into executive session to discuss teachers' negotiations pursuant to 1 M.R.S.A. § 405(6)(D).

Roll call was taken with all members replying "Yes". Vote: 6 yes, 0 opposed

At 8:05 p.m. David McCluskey declared the Board out of executive session.

Motion by Rusty Gagnon with a second by Jennifer Newcomb to approve the 3-year Agreement between the RSU 63 Teachers' Association and the RSU 63 Board of Directors.

Vote: 6 yes, 0 opposed

At 8:07 p.m. motion by Nikki More with a second by Rusty Gagnon to go back into executive session to discuss administrators' negotiations pursuant to 1 M.R.S.A. § 405(6)(D).

Roll call was taken with all members replying "Yes". Vote: 6 yes, 0 opposed

At 8:29 p.m. David McCluskey declared the Board out of executive session.

At 8:29 p.m. motion by Rusty Gagnon with a second by Nikki More to continue the Board Meeting past 8:30 p.m. **Vote: 6 yes, 0 opposed**

Motion by Rusty Gagnon with a second by Nikki More to approve the administrator salaries for FY17 for the Director of Curriculum and Instruction, Holbrook Middle School Principal, Elementary School Principal for 2 schools (Holden Elementary and Eddington Elementary), Director of Special Services, and Technology Coordinator as recommended by the

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Superintendent, and a three month bridge contract for the Business Manager and Director of Transportation and Facilities so that the details of their contracts can be worked out.

Vote: 6 yes, 0 opposed

Motion by Rusty Gagnon with a second by Nikki More to approve the 3-year Agreement between the RSU 63 Administrators' CBU and the RSU 63 Board of Directors.

Vote: 6 yes, 0 opposed

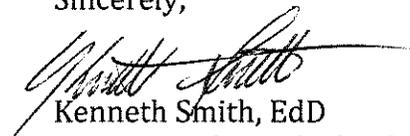
At 8:30 p.m. motion by Nikki More with a second by Rusty Gagnon to go back into executive session to discuss a personnel issue pursuant to 1 M.R.S.A. § 405(6)(A).

Vote: 6 yes, 0 opposed

At 9:01 p.m. David McCluskey declared the Board out of executive session.

At 9:02 p.m. motion by Nikki More with a second by Jennifer Newcomb to adjourn the meeting. **Vote: 6 yes, 0 opposed**

Sincerely,


Kenneth Smith, EdD
Superintendent of Schools

**REGIONAL SCHOOL UNIT NO. 63
COMPUTATION AND DECLARATION OF VOTES**

The total number of votes cast in all of the municipalities within Regional School Unit No. 63 (the "District") in the affirmative and in the negative on Question 1 and Question 2 of the Warrant and Notice of Election of the District Budget Validation Referendum held June 14, 2016, relating to the adoption of the District's 2016-2017 budget is as follows:

QUESTION 1:

	<u>AFFIRMATIVE</u>	<u>NEGATIVE</u>
Town of Clifton	47	15
Town of Eddington	153	64
Town of Holden	<u>130</u>	<u>54</u>
TOTAL	330	133

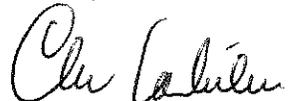
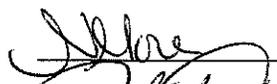
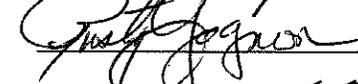
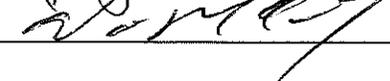
The School Board hereby declares that said Question has **passed**.

QUESTION 2:

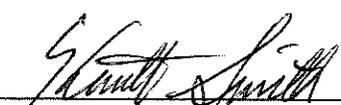
	<u>AFFIRMATIVE</u>	<u>NEGATIVE</u>
Town of Clifton	42	21
Town of Eddington	153	58
Town of Holden	<u>128</u>	<u>57</u>
TOTAL	323	136

The School Board hereby declares that said Question has **passed**.

Dated: June 27, 2016

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A majority of the School Board of Regional School Unit No. 63

A true copy, attest: 
N. Kenneth Smith, Secretary