

**REGULAR MEETING OF RSU NO. 5 BOARD OF DIRECTORS  
WEDNESDAY– OCTOBER 27, 2021  
POWNALELEMENTARY SCHOOL - CAFETERIA  
6:30 P.M. REGULAR SESSION  
AGENDA**

1. Call to Order:  
The meeting was called to order at \_\_\_\_\_ p.m. by Chair Michelle Ritcheson
  
2. Attendance:  

____Jeremy Clough ____Candace deCsipkes ____Lindsey Furtney ____Jennifer Galletta ____Susana Hancock ____Elisabeth Munsen	____Jill Piker ____Maura Pillsbury ____Michelle Ritcheson ____Valeria Steverlynck ____Madelyn Vertenten ____Brady Grogan – Student Representative ____Piper Williams – Student Representative
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3. Pledge of Allegiance:
  
4. Consideration of Minutes:  
A. Consideration and approval of the Minutes of October 13, 2021 as presented barring any errors or omissions.  

Motion: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ Vote: \_\_\_\_\_
  
5. Adjustments to the Agenda:
  
6. Good News & Recognition:  
A. Golf Class B Individual State Champion - Eli Spaulding  
B. Report from Board's Student Representative (10 Minutes)  
C. Good News from Pownal Elementary School – Lisa Demick (10 Minutes)
  
7. Public Comments: (10 Minutes)
  
8. Reports from Superintendent: (10 Minutes)  
A. Items for Information  
    1. District Happenings
  
9. Administrator Reports:  
A. Finance - Rick Kusturin (5 Minutes)  
B. Pownal Elementary School Goal Review - Lisa Demick (20 Minutes)
  
10. Board Comments and Committee Reports:  
A. Board Information Exchange and Agenda Requests (10 Minutes)  
B. Finance Committee (5 Minutes)  
C. Policy Committee (5 Minutes)

11. Policy Review: (10 Minutes)

A. Consideration and approval of 2<sup>nd</sup> Read of the following Policies.

1. JLCB - Immunization of Students
2. JLCC - Communicable/Infectious Diseases

Motion: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ Vote: \_\_\_\_\_

12. Unfinished Business: (10 Minutes)

A. Consideration and approval to revise the 2021-2022 school calendar as follows:

The first three weather related no school days will be made up at the end of the school year.  
Any remaining weather related days will be remote learning days and will not be made up at the end of the year in June.

Motion: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ Vote: \_\_\_\_\_

13. New Business:

A. Social /Emotional Presentation (30 Minutes)

B. Discussion on Board Advisory Committees versus Board Standing Committees (15 Minutes)

14. Personnel:

NA

15. Public Comments: (10 Minutes)

16. Adjournment:

Motion: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ Vote: \_\_\_\_\_ Time: \_\_\_\_\_

Item # 4.A.

**RSU No. 5 Board of Directors Meeting  
Wednesday, October 13, 2021 – 6:30 p.m.  
Freeport High School - Library  
Meeting Minutes**

(NOTE: These Minutes are not official until approved by the Board of Directors. Such action, either to approve or amend and approve, is anticipated at the October 27, 2021 meeting).

**1. CALLED TO ORDER:**

Vice-Chair Elisabeth Munsen called the meeting to order at 6:31 p.m.

- 2. MEMBERS PRESENT:** Jeremy Clough, Candace deCsipkes, Lindsey Furtney, Jennifer Galletta, Susana Hancock, Elisabeth Munsen, Jill Piker, Maura Pillsbury, Valeria Steverlynck, Madelyn Vertenten. There was no student representative in attendance.

**MEMBERS ABSENT:** Michelle Ritcheson

**3. PLEDGE OF ALLEGIANCE:**

**4. CONSIDERATION OF MINUTES:**

**A. VOTED:** To approve the minutes of September 29, 2021 with the following correction to Item #10.A: strike advisory from the FPAC Committee update. (Vertenten – Galletta) (10 – 0).

**5. ADJUSTMENTS TO THE AGENDA:**

Move Item #13 A. after Item #9.B.

**6. GOOD NEWS AND RECOGNITION:**

- A. Report from Board's Student Representative - No report.
- B. Good News from Mast Landing School - Emily Grimm

**7. PUBLIC COMMENT:**

None

**8. REPORTS FROM SUPERINTENDENT:**

None

**9. ADMINISTRATOR REPORTS:**

- A. Mast Landing School Goal Review - Emily Grimm
- B. Capital Improvement Plan & Goal Review - Dennis Ouellette

**13. NEW BUSINESS:**

**A. VOTED:** To approve a Winter Cheering Competition Co-Op Team (two-year cycle). (Pillsbury – Vertenten) (10 – 0)

**10. BOARD COMMENTS AND COMMITTEE REPORTS:**

None

**11. POLICY REVIEW:**

None

**12. UNFINISHED BUSINESS:**

A. Discussion on Updated Proposed Resolutions for the MSBA Delegate Assembly.

**14. PERSONNEL:**

None

**15. PUBLIC COMMENT:**

None

**16. ADJOURNMENT:**

**VOTED:** To adjourn at 8:06 p.m. (Furtney – Hancock) (10 – 0)

  
Becky J. Foley, Superintendent of Schools

RSU No. 5

Warrant Articles For the Period 09/01/2021 through 09/30/2021

Fiscal Year: 2021-2022

Include Pre Encumbrance

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>Balance</u>	<u>Encumbrance</u>	<u>Budget Balance</u>	
<b>INCOME</b>							
<b>GENERAL FUND REVENUES</b>							
REQUIRED LOCAL FUNDS (-)	\$19,038,605.00	\$1,417,106.40	\$4,698,923.77	\$14,339,681.23	\$0.00	\$14,339,681.23	75.3%
ADDITIONAL LOCAL FUNDS (-)	\$9,454,550.13	\$689,933.40	\$1,892,760.63	\$7,561,789.50	\$0.00	\$7,561,789.50	80.0%
ADDLN SHARED REVENUE (-)	\$98,835.00	\$0.00	\$0.00	\$98,835.00	\$0.00	\$98,835.00	100.0%
INTEREST REVENUE (-)	\$30,000.00	\$0.00	\$0.00	\$30,000.00	\$0.00	\$30,000.00	100.0%
STATE REVENUES (-)	\$6,249,855.76	\$0.00	\$925,152.64	\$5,324,703.12	\$0.00	\$5,324,703.12	85.2%
MISC REVENUES (-)	\$31,018.00	\$0.00	\$0.00	\$31,018.00	\$0.00	\$31,018.00	100.0%
FUND BALANCE (-)	\$700,000.00	\$0.00	\$0.00	\$700,000.00	\$0.00	\$700,000.00	100.0%
Sub-total : GENERAL FUND REVENUES	(\$35,602,863.89)	(\$2,107,039.80)	(\$7,516,837.04)	(\$28,086,026.85)	\$0.00	(\$28,086,026.85)	78.9%
<b>Total : INCOME</b>	(\$35,602,863.89)	(\$2,107,039.80)	(\$7,516,837.04)	(\$28,086,026.85)	\$0.00	(\$28,086,026.85)	78.9%
<b>EXPENSES</b>							
<b>GENERAL FUND EXPENSES</b>							
ARTICLE 1 REGULAR INSTRUCTION (+)	\$15,708,478.28	\$1,673,018.91	\$1,763,148.04	\$13,945,330.24	\$12,353,987.94	\$1,591,342.30	10.1%
ARTICLE 2 SPECIAL EDUCATION (+)	\$4,781,322.85	\$512,593.23	\$585,144.28	\$4,196,178.57	\$3,815,854.19	\$380,324.38	8.0%
ARTICLE 3 - CAREER & TECHNICAL CTR (+)	\$142,979.00	\$11,914.92	\$47,659.68	\$95,319.32	\$95,319.36	(\$0.04)	0.0%
ARTICLE 4 - OTHER INSTRUCTION (+)	\$902,450.58	\$72,466.70	\$99,734.99	\$802,715.59	\$157,108.03	\$645,607.56	71.5%
ARTICLE 5 - STUDENT & STAFF SUPPORT (+)	\$3,446,542.96	\$536,627.89	\$725,624.86	\$2,720,918.10	\$2,288,700.93	\$432,217.17	12.5%
ARTICLE 6 - SYSTEM ADMINISTRATION (+)	\$1,067,818.68	\$89,279.37	\$273,831.19	\$793,987.49	\$483,753.64	\$310,233.85	29.1%
ARTICLE 7 - SCHOOL ADMINISTRATION (+)	\$1,767,262.80	\$210,095.08	\$404,280.00	\$1,362,982.80	\$1,332,458.16	\$30,524.64	1.7%
ARTICLE 8 - TRANSPORTATION & BUSES (+)	\$1,187,344.61	\$145,728.41	\$234,055.28	\$953,289.33	\$912,545.26	\$40,744.07	3.4%
ARTICLE 9 - FACILITIES MAINTENANCE (+)	\$5,095,069.91	\$1,620,151.32	\$2,099,328.63	\$2,995,741.28	\$1,679,477.78	\$1,316,263.50	25.8%
ARTICLE 10 - DEBT SERVICE & OTHER COMMITMENTS (+)	\$1,208,949.22	\$0.00	\$0.00	\$1,208,949.22	\$0.00	\$1,208,949.22	100.0%
ARTICLE 11 - ALL OTHER EXPENDITURES (+)	\$294,645.00	\$0.00	\$0.00	\$294,645.00	\$0.00	\$294,645.00	100.0%

Operating Statement with Encumbrance

RSU No. 5

Warrant Articles For the Period 09/01/2021 through 09/30/2021

Fiscal Year: 2021-2022

Include Pre Encumbrance

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>Balance</u>	<u>Encumbrance</u>	<u>Budget Balance</u>	
Sub-total : GENERAL FUND EXPENSES	\$35,602,863.89	\$4,871,875.83	\$6,232,806.95	\$29,370,056.94	\$23,119,205.29	\$6,250,851.65	17.6%
<b>Total : EXPENSES</b>	\$35,602,863.89	\$4,871,875.83	\$6,232,806.95	\$29,370,056.94	\$23,119,205.29	\$6,250,851.65	17.6%
<b>NET ADDITION(DEFICIT)</b>	\$0.00	\$2,764,836.03	(\$1,284,030.09)	\$1,284,030.09	\$23,119,205.29	(\$21,835,175.20)	0.0%

End of Report



	<p><b>Academic Action Items:</b></p> <ul style="list-style-type: none"> <li>● Implement TC Phonics Units of Study in grade 2 and continue phonics implementation in prekindergarten, kindergarten, and grade 1 with a focus on differentiation. <b>Completed</b></li> <li>● Establish PLC protocols to review student work to set goals and progress monitor student growth. <b>Partially met</b></li> <li>● Participate in TC staff development sessions focused on reading/writing. <b>Completed</b></li> <li>● Implement Freckle, online adaptive practice platform.</li> <li>● Use coaching cycles to identify strategies for small group instruction. <b>(Support shifted primarily to new teacher and long term substitute)</b></li> <li>● Refining RTI model- <b>Moved to 2021-2022</b></li> </ul>	<p>Lisa Demick, Gigi MacAllister, classroom teachers, Hilary Massicotte, Kelly Howard</p> <p>Classroom Teachers, Gigi McAllister, Talya Edlund Gigi McAllister Classroom Teachers</p> <p>All staff, Talya Edlund, Gigi McAllister, TC staff Developers</p>	<p><b>Target:</b>65% of K-5 students will meet or exceed 1 year’s growth in reading and writing learning progression in 2 of three categories (structure,elaboration, conventions). <b>(Writing data not collected)</b></p> <p>Reading Data: BAS K-5 Achievement 42% Growth 75.7%</p> <p>Target: 65% of K- 5th grade students will meet their Dibels or NWEA growth targets in math.</p> <p>Results:K-2 Acadience (formerly Dibels) Achievement 61% Growth 46.7% (1st and 2nd only)</p> <p>NWEA 3-5 Math Achievement 66.7% Growth 80.6%</p>
<p><b>Strategic Goal 1: All RSU 5 students experience a joyful learning climate that is safe, nurturing, and fosters curiosity.</b></p> <p>BY MAY/JUNE 2021</p>	<ul style="list-style-type: none"> <li>● Establish a building committee to identify and share resources with staff to build awareness. <b>Completed</b></li> <li>● Continue to audit and expand classroom and school libraries and media to ensure relevance and reflect diversity. <b>In process</b></li> <li>● Access Teachers College Professional Development opportunities to deepen knowledge of culturally responsive practices. <b>In process</b></li> </ul>	<p>All staff</p>	<p><b>Completed</b>-Staff meeting series based on Center for Social Justice.</p> <p>Specialists expanded student exposure to diverse authors, artists and musicians as mentors.</p>



<p>PES faculty will identify a pathway of sustainable practice for diversity, inclusion, and equity</p>	<ul style="list-style-type: none"><li>• Develop an action plan based on the district equity audit. <a href="#">In process</a></li></ul>		
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**2021-2022 PES School Goals**

**School: Pownal Elementary School**

**Team Members: PES staff**

**District Goal: Focus on Student Achievement through Improved Student-Centered Teaching and Learning**

Goals	Strategies and Action Steps	Responsibility	Evidence of Effectiveness
<p><b>Strategic Goal #2 All RSU 5 students regularly engage in meaningful student centered learning.</b></p> <p><b>PES Goal 1</b> Accelerate overall academic achievement in reading and math by achieving:</p> <p><b>65% of K-5 students will meet or exceed district <u>achievement targets</u> on both the BAS and NWEA.</b></p> <p><b>75% of K-2 &amp; 3-5 students will meet or exceed 1 year’s growth in reading on the BAS &amp; NWEA.</b></p> <p><b>75% of 3-5 students will meet <u>achievement targets</u> on NWEA in math</b></p>	<p><b>English Language Arts</b></p> <ul style="list-style-type: none"> <li>● Shift RTI model to a PLC driven portfolio workshop</li> <li>● K-3 Book study <u>Shifting the Balance</u></li> <li>● Participate in TC staff development sessions focused on reading/writing.</li> <li>● Conduct data review to determine trends and address gaps in BAS and NWEA data</li> <li>● Increase use and effectiveness of Interactive Read Aloud and Shared Reading practices</li> <li>● Implement 8 week before school “Booster Club” cycles to increase “just in time” remediation.</li> <li>● Expand Summer School tutoring for students identified a year below grade level in reading and include transportation as an equity practice.</li> </ul> <p><b>Mathematics</b></p> <ul style="list-style-type: none"> <li>● Expand Math RTI to include support in k-5.</li> <li>● Identify k-2 diagnostic interview to complement Acadience Assessment.</li> <li>● Implement 8 week before school “Booster Club” cycles to increase “just in time” remediation.</li> <li>● Math RTI and special education teachers will participate in 5 session staff meeting series to strengthen content knowledge, understanding of cognitive profiles, and diagnostic tools to increase identified students’ achievement.</li> </ul>	<p>Lisa Demick, Gigi MacAllister, classroom teachers, Hilary Massicotte</p>	<p>Spring 21 Baseline: Fountas and Pinnell Benchmark Assessment System (BAS): Reading Data: BAS K-5 Achievement 42% Growth 75.7%</p> <ul style="list-style-type: none"> <li>● K-2 Achievement 37% Growth 56.4%</li> <li>● 3-5 Achievement 47.6% Growth 97.1%</li> </ul> <p>Spring 2021 Baseline: K-2 Acadience Achievement 61% Growth 46.7% (1st and 2nd only)</p> <p>NWEA 3-5 Math Achievement 66.7% Growth 80.6%</p>



<p><b>Increase awareness and establish practices that create a pathway for sustainable diversity, equity, and inclusion practices.</b></p>	<p><b>and materials align with best practice.</b></p> <ul style="list-style-type: none"> <li>● <b>Establish Civil Rights Team (Kaley Petros)</b></li> <li>● <b>Access Teachers College and Responsive Classroom Professional Development opportunities to deepen knowledge of culturally responsive practices.</b></li> <li>● <b>Leverage Impact (PTO) to continue to provide equitable access to afterschool enrichment activities.</b></li> </ul>		<p><b>student opportunities.</b></p>
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**Regional School Unit 5**  
Durham • Freeport • Pownal

Item # 10.B.

*"To inspire and support every learner by challenging minds, building character, sparking creativity, and nurturing passions."*

Becky Foley, Ph.D., Superintendent of Schools  
Rick Kusturin, Director of Finance & Human Resources

Cynthia Alexander, Assistant Superintendent of Schools  
Bonnie Violette, Ph.D., Director of Instructional Support

Date: October 8, 2021

Committee: Finance

Chair: Jeremy Clough

In attendance: Michelle Ritcheson, Jeremy Clough, Beth Munsen, Becky Foley, Rick Kusturin

Absent: none

Meeting Date: September 29th, 2021, Freeport High School library.

The Chair of the Finance Committee opened the meeting at 5:24 pm.

The Committee worked on warrant review and signatures.

The Committee was then briefed on the status of the FY22 Budget. The Committee was informed of a budgeting error in the FY22 budget of approximately \$200,000, the specifics of which involved the misunderstanding of the correct budgeting of a group of year-round employees. The error has been identified and will be monitored throughout the fiscal year. The Committee was also introduced to the new reporting format produced by Infinite Visions.

Discussion ensued regarding account numbers and the proper assignment of such. The FY22 budget was constructed with an outdated understanding of the proper account numbers and the Finance Director informed the Committee of the ongoing effort to educate and to properly assign account numbers for current transactions. The Committee acknowledged that transfers would be understandable as money may have been budgeted in the wrong warrant article.

The Committee then entered elections for the Chair of the Committee.

Motion: Nominate Beth Munsen as Chair of the Finance Committee ~ Michelle Ritcheson

Second: Jeremy Clough

Vote: 3-0 in favor.

The meeting was adjourned at 6:10 pm. The next scheduled meeting of the Finance Committee is October 13th, 2021, at 5:00 pm at the Freeport High School Library.



***Regional School Unit 5***  
**Durham • Freeport • Pownal**

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Becky Foley, Ph.D., Superintendent of Schools  
Rick Kusturin, Director of Finance & Human Resources

Cynthia Alexander, Assistant Superintendent of Schools  
Bonnie Violette, Ph.D., Director of Instructional Support

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**Date:** 10/20/2021

**Committee:** Finance

**Chair:** Beth Munsen

**In attendance:** Jeremy Clough, Beth Munsen, Rick Kusturin

**Absent:** Michelle Ritcheson, Becky Foley

**Meeting Date:** October 13th, 2021, Freeport High School library.

**The Chair of the Finance Committee opened the meeting at 5:40 pm.**

**The Committee worked on warrant review and signatures.**

**The Committee was then briefed on the status of the FY22 Budget and reviewed the September report. The Committee discussed the budgeting process, the 5% transfer statute, and asked general questions regarding finances.**

**Warrant review schedule was agreed upon in that warrants for signature by Committee Members would be ready on Thursdays and would continue on a two-week rotation starting October 28.**

**The meeting was adjourned at 6:10 pm. The next scheduled meeting of the Finance Committee is November 3rd, 2021, at 5:00 pm at the Freeport High School Library.**



**Regional School Unit 5**  
Durham · Freeport · Pownal

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Rick Kusturin, Director of Finance & Human Resources

Cynthia Alexander, Assistant Superintendent of Schools  
Bonnie Violette, Ph.D., Director of Instructional Support

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**Policy Subcommittee Report**

**Committee: Policy**

**Zoom Meeting date: October 1, 2021**

**Chair: Candy deCsipkes**

**Committee Members in attendance: Candy deCsipkes, Maddy Vertenten, Lindsey Furtney,  
Cynthia Alexander**

**Absent: N/A**

**Guests: Erin Dow, Director of Nutrition**

**Review/Revise Policies:**

*The following policies were reviewed with no substantive changes.*

None

*The following policy was revised and will be brought back to the Policy Committee on November 5, 2021 for further discussion.*

JL Student Wellness

*The following policies were not discussed and will be brought back to the Policy Committee on November 5, 2021.*

EFC Free and Reduced Price Food Services  
EFC-R Free and Reduced Price Food Services Procedures  
GBCC Employee Use of Cell Phones

The next meeting will be held on November 5, 2021 at 8:45 a.m.

Submitted by: Cynthia Alexander



**Regional School Unit 5**  
**Durham • Freeport • Pownal**

Item # 11.A.

*"To inspire and support every learner by challenging minds, building character, sparking creativity, and nurturing passions."*

Becky Foley, Ph.D., Superintendent of Schools  
Rick Kusturin, Director of Finance & Human Resources

Cynthia Alexander, Assistant Superintendent of Schools  
Bonnie Violette, Ph.D., Director of Instructional Support

**TO:** Jeremy Clough, Candace deCsipkes, Lindsey Furtney, Jennifer Galletta, Susana Hancock, Elisabeth Munsen, Jill Piker, Maura Pillsbury, Michelle Ritcheson, Valeria Steverlynck, Madelyn Vertenten, Brady Grogan, Piper Williams

**CC:** Julie Nickerson, Lisa Demick, Kelli Rogers, Ray Grogan, Erin Dow, Dennis Ouellette, Will Pidden, Craig Sickels, Peter Wagner, Jen Gulko, Bonnie Violette, Emily Grimm, Conor Walsh, Charlie Mellon, Rick Kusturin, Gayle Wolotsky, Anne-Marie Spizzuoco, Jen Winkler, Nancy Dyer, Lisa Blier, Tim Grivois, Nancy Decker, Kristy Johnson, Shawn McBean, Alicia Deroche, Jill Hooper, Dorothy Curtis, Lynn Shea

**FROM:** Cynthia Alexander, Assistant Superintendent of Curriculum, Instruction, and Assessment

**DATE:** October 15, 2021

**RE:** Review/Update of Policies

At the October 27, 2021 Board of Directors Meeting, the following policies will be on the agenda for 2<sup>nd</sup> Read:

2<sup>nd</sup> Read

JLCB - Immunization of Students

JLCC - Communicable/Infectious Diseases



## IMMUNIZATION OF STUDENTS

~~All students who enroll in the RSU No. 5 School Department schools are required by Maine law to present a certificate of immunization or evidence of immunization or immunity against poliomyelitis, diphtheria, pertussis (whooping cough), tetanus, measles, varicella, mumps and rubella.~~

~~Pre Kindergarten students must have a certificate of immunization or evidence of immunization against IPV, MMR, Varicella, and polio~~

~~Non immunized students shall not be permitted to attend school unless one of the following conditions are met:~~

- ~~\_\_\_\_\_ A. The parents/guardians provide to the school written assurance that the child will be immunized within 90 days of enrolling in school or his/her first attendance in classes, whichever date is earlier. This option is available only once to each student during their school career; or~~
- ~~\_\_\_\_\_ B. The parents/guardians provide a physician's written statement each year that immunization against one or more diseases may be medically inadvisable (as defined by law/regulation); or~~
- ~~\_\_\_\_\_ C. The parents/guardians state in writing each year that immunization is contrary to their sincere religious or philosophical beliefs.~~

~~\_\_\_\_\_ The Superintendent shall exclude from school activities any non immunized student when there is a clear danger to the health of others as provided by law.~~

~~The Superintendent/designee is directed to develop such administrative procedures as are necessary to carry out this policy and comply with statutory requirements.~~

## IMMUNIZATION OF STUDENTS

All students who enroll in the RSU No. 5 schools are required by Maine law to present a certificate of immunization or evidence of immunization or immunity against poliomyelitis, diphtheria, pertussis (whooping cough), tetanus, measles, mumps, rubella and varicella (chicken pox).

One dose of Tetanus/Diphtheria/Pertussis (Tdap) is required for students entering 7<sup>th</sup> grade.

Immunization against meningococcal disease is required as follows:

- A. One dose of meningococcal vaccine MCV4 is required for students entering 7<sup>th</sup> grade.

- B. Students entering 12<sup>th</sup> grade are required to have received two doses of MCV4. The first dose shall have been received on or after the 11<sup>th</sup> birthday, and the second dose shall have been received on or after the 16<sup>th</sup> birthday, at least eight weeks after the first dose. Only one dose is required if the first dose is administered when the student is 16 years of age or older.

Non-immunized students shall not be permitted to attend school unless one of the following conditions is met:

- A. The student's parent/guardian provides to the school written assurance that the child will be immunized within 90 days of enrolling in school or their first attendance in classes, whichever date is earlier. This option is available only once to each student during their school career; or
- B. The parent/guardian provides a written statement each year from a State of Maine licensed physician, nurse practitioner or physician assistant that, in their professional judgment, immunization against one or more of the diseases may be medically inadvisable (as defined by law/regulation).

Effective September 1, 2021, there are no longer immunization exemptions for religious or philosophical beliefs.

The Superintendent shall exclude from school any non-immunized student when there is a clear danger to the health of others as provided by law.

The Superintendent/designee is directed to develop such administrative procedures as are necessary to carry out this policy and comply with statutory requirements.

Legal Reference: 20-A MRSA § 6352-6359  
Chapter 126 (Me. Dept. of Ed. Rules)  
Me. Dept. of Education Rule Ch. 126 (May 10, 2018)

Cross Reference: JLCC – Communicable/Infectious Diseases  
JRA – Student Educational Records

Adopted: July 8, 2009  
Reviewed: October 26, 2016

### **COMMUNICABLE/INFECTIOUS DISEASES**

~~Teachers shall be alert to signs of illness and communicable disease and refer students who show such symptoms to the school nurse.~~

~~All students under quarantine shall be excluded from school and school activities. Quarantine regulations established by the Bureau of Health shall be observed. The school nurse shall be responsible for notifying the local health department of all students having a communicable disease as required by law and Department of Education rules. The building principal shall be notified of all communicable disease cases and contacts in the school.~~

~~Students who have other types of communicable diseases shall be excluded from school as prescribed by law, or shall observe other protective procedures according to recommendations issued by the Maine Center for Disease Control and Prevention and in accordance with laws of confidentiality.~~

~~When a student returns to school after having had a communicable disease, a certificate from the attending physician may be required. The building principal and/or the school nurse must give permission before the student is readmitted to class.~~

### **COMMUNICABLE/INFECTIOUS DISEASES**

Teachers should be alert to signs of illness and communicable disease and refer students who show such symptoms to the school nurse.

The Superintendent/school nurse shall be responsible for notifying the Maine Center for Disease Control and Prevention (CDC) of any student suspected of having a communicable disease, the occurrence of which is required to be reported pursuant to law and/or Maine Department of Health and Human Services (DHHS) rules.

The building principal will be notified when a report of communicable disease has been made.

Any student for whom the CDC has prescribed isolation or quarantine shall be excluded from school and school activities. Students who have other types of communicable diseases shall be excluded from school and school activities as prescribed by law, or shall observe other protective procedures according to recommendations issued by the school physician/school nurse.

The Superintendent is encouraged to consult with the school nurse if a teacher informs the Superintendent that they have reason to believe that a student is a public health threat due to a communicable disease.


A certificate from the student's health care provider shall be required before a student who has had a "notifiable" communicable disease may return to school or participate in school activities. The building principal and/or school nurse must give permission before the student is readmitted to class.






Legal Reference: 5 MRSA § 19201 et.seq.  
20-A MRSA §§ 1001(11)(A), 6301  
22 MRSA §§ 801, 802, 806, 823, 824  
Maine Dept. of Health and Human Services Rule Ch. 258(2015)

Adopted: July 8, 2009  
Revised: March 24, 2010  
Reviewed: October 26, 2016

Item # 12.A

### RSU5 School Calendar 2021-2022

AUGUST/SEPTEMBER					OCTOBER					NOVEMBER					DECEMBER					JANUARY									
M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F					
23	24	PLD	PLD	27					1								1	2	3										
30	31	1	2	3	4	5	6	ER	PLD	1	2	3	4	5	6	7	8	9	10	3	4	5	6	7					
6	7	8	9	10	11	12	13	14	15	8	9	10	11	PLD	13	14	15	16	17	10	11	12	13	14					
13	14	15	16	17	18	19	20	21	22	15	16	17	18	19	20	21	22	23	24	17	18	19	20	21					
20	21	22	23	24	25	26	27	28	29	22	23	PC	25	26	27	28	29	30	31	24	25	26	27	28					
27	28	29	30							29	30									31									
8/25&26 Professional Learning Day					7 Early Release - Half Day					11 Veterans Day					23-31 December Vacation					17 Martin Luther King, Jr. Day									
8/30 First Student Day PreK-9					8 Professional Learning Day					12 Professional Learning Day (1/2)																			
8/31 All PreK-12 Students					11 Indigenous People's Day					24 Professional Compensation Day																			
9/3 & 9/6 No School (Labor Day)										25-26 Thanksgiving Break																			
FEBRUARY					MARCH					APRIL					MAY					JUNE									
M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F					
						1	2	3	4					1													1	2	3
	1	2	3	PLD	7	8	9	10	PLD	4	5	6	7	8	2	3	ER	5	6	6	7	8	9	10					
7	8	9	10	11	14	15	16	17	18	11	12	13	14	PC	9	10	11	12	13	13	*14	*15	*16	*17					
14	15	16	17	18	21	22	23	24	25	18	19	20	21	22	16	17	18	19	20	*20	21	22	23	24					
21	22	23	24	25	28	29	30	31		25	26	27	28	29	23	24	25	26	27	27	28	29	30						
28															30	31													
4 Professional Learning Day					11 Professional Learning Day					15 Professional Compensation Day					4 Early Release - Half Day					12 Graduation									
21 Presidents' Day										18 Patriots' Day					30 Memorial Day					13 Last day - If No Snow Days									
22-25 February Vacation										19-22 April Vacation										 Half Day Schedule Students * Storm Make up Days (14-20)									

-  NO SCHOOL - Holiday/Vacation
-  PROFESSIONAL LEARNING DAY - No Students (5 1/2)
-  PROFESSIONAL COMPENSATION DAY - No Students (2)
-  EARLY RELEASE FOR STUDENTS - Half Day Schedule (2)
-  LAST DAY OF SCHOOL-(If no snow days)-PK-12 HALF DAY Storm Make-up days if needed: 6/14-6/20

Date Adopted by Board of Directors: 2-10-21  
 Revised: 3-24-21

## **BOARD OF DIRECTORS ADVISORY COMMITTEES**

The Board of Directors may establish advisory committees to perform specific functions. Advisory committees may study particular problems or issues and make reports and/or recommendations to the Board of Directors, but may not act for the Board.

Advisory committees may include individuals who are not elected members of the Board of Directors but each advisory committee shall have at least one Board representative.

The Board of Directors will consult with the Superintendent before establishing or dissolving any advisory committee. The number of members, the composition of each advisory committee, and the selection of members will be determined by the Board of Directors in consultation with the Superintendent based upon the purpose of the committee.

The scope and authority of any advisory committee shall be limited to that assigned to it by the Board of Directors. The Board is in no way obligated to follow advisory committee recommendations.

Unless given a new assignment by the Board of Directors, an advisory committee shall automatically dissolve after the Board has received the committee's final report or recommendations. An advisory committee may be dissolved at any time by Board action. No advisory committee shall continue for a prolonged period without a specific assignment.

### Instructions to Board of Directors Advisory Committees:

So that the Board's intent and expectations are clear, each advisory committee shall be instructed in writing concerning:

- A. The purpose of the committee, the specific issue(s) for study, and/or the scope of the committee's activity;
- B. The composition of the committee, including designation of voting and non-voting members, if applicable;
- C. The length of time each member is expected to serve;
- D. The role of the committee as being advisory only;
- E. The resources the Board will provide to assist the committee in completing its task;
- F. The expectations regarding the committee's relationship with the Board of Directors, the Superintendent and school system personnel;

- G. The designation of the individual who will be responsible for providing information to the public concerning the committee and its work;
- H. The time and place of the first meeting;
- I. The timeline for progress reports to the Board of Directors and/or other activities;
- J. The date on which the Board of Directors expects to receive a final report or recommendations and dissolve the committee.

All advisory committee meetings are open to the public except as may otherwise be provided by law. Committee reports and minutes of advisory committee meetings, if prepared, are public information subject to the Freedom of Access Law.

Notice of advisory committee meetings shall be provided in a manner consistent with the Board's policy and practice concerning notification of Board meetings.

The Board of Directors recognizes that any advisory committee mandated by state law or Department of Education regulations may require deviation from any or all of the provisions of this policy. Any such deviations shall be identified when the Board of Directors establishes such a committee and reflected in the Board's instructions to the committee.

Legal Reference: 1 M.R.S.A. § 401 et seq.

Adopted: October 28, 2009  
Reviewed: February 16, 2011  
Reviewed: January 22, 2014  
Reviewed: January 8, 2020

## **BOARD OF DIRECTORS STANDING COMMITTEES**

The Board of Directors believes that standing committees can be useful to its decision-making process and in the transaction of Board business. The Board may establish such standing committees as it deems necessary to facilitate school unit governance and address ongoing school unit needs. A standing committee has only such authority as specified by the Board.

All standing committees shall be comprised of less than a majority of the Board of Directors

All standing committee meetings are open to the public except as provided by the Freedom of Access Law and the Municipal Public Employees Labor Relations Law.

### Establishment and Functions of Standing Committees

The following provisions apply to the establishment and functions of standing committees:

- A. All standing committees shall be established by vote of the Board of Directors. A motion to establish a standing committee shall state the purpose and responsibilities of the committee (the “charge”) and set the number of members comprising the committee.
- B. The Board of Directors will elect members to a standing committee from among the membership of the Board. For existing standing committees, appointments will be made at or as soon as practicable after the Board of Director’s annual organizational meeting.
- C. The Board of Directors Chair may also make appointments, after Board discussion, to standing committee vacancies on standing committees that occur prior to the Board’s next organizational meeting.
- D. The term of appointment to a standing committee shall be until the next organizational meeting.
- E. Each standing committee will elect its own chair.
- F. The Board of Directors Chair and Superintendent shall be ex officio members of all standing committees.
- G. Any Board of Directors member may attend standing committee meetings, but only appointed members of the committee may vote.



- H. Except as authorized by law or Board of Directors action, a standing committee may research issues and make recommendations for Board action, but may not act for the Board.
- I. A standing committee may be abolished at any time by a vote of the Board of Directors.
- J. The number of members on a standing committee and/or the responsibilities of a standing committee may be modified at any time by a vote of the Board of Directors.

Authorization/Appointment of Standing Committees

The Board of Directors shall have the following standing committees:

Finance Committee

Negotiations Committee

Policy Committee

Strategic Communications Committee

The Board of Directors may establish other standing committees it deems necessary in accordance with this policy.

Legal Reference: 1 M.R.S.A. § 401 et seq.

Adopted: October 28, 2009  
Reviewed: February 16, 2011  
Revised: January 22, 2014  
Revised: January 24, 2018

## **RSU5 Board of Directors DEI Advisory Committee**

### **Committee Charge:**

Whereas the RSU5 Board of Directors recognizes the importance of promoting practices that strengthen diversity, equity, and inclusion within RSU 5, we hereby charge the RSU5 Diversity, Equity, and Inclusion Advisory Committee (DEI) with creating a culture in RSU 5 where diversity, equity, and inclusion are respected and celebrated through the implementation of thoughtful, iterative, and innovative strategies that inspire an inclusive mindset in RSU5 employees, students, and community members. RSU 5 will strive to transform our community into a place where each individual will thrive and grow as they are recognized for their inherent value in an evolving world.

The DEI Committee will reference a multitude of resources to influence their decision-making. These include but are not limited to the following:

- Results from the equity audit,
- RSU5 Mission and Vision documents, and
- Other related materials.

### **Committee Membership:**

The DEI will consist of stakeholders representing staff, students and the community. The committee will be composed of representatives from the three towns and the following stakeholder groups.

- Teachers (2)
- Building Administrators (2)
- Community Members, one from each town (3) as possible
- Students (2)
- Board of Directors representative (2)
- Superintendent of Schools (1)
- Assistant Superintendent of Curriculum, Instruction, and Assessment (1)
- Member of the Tri-Town Equity & Inclusion Committee (1)

### **Decision-Making Considerations:**

The DEI will strive to build consensus among committee members when making recommendations to the RSU5 Board of Directors. Final authority for all decisions relating to the equity plan rests with the RSU5 Board of Directors.

**Meetings:**

Monthly meetings of the DEI will be held the second Tuesday of each month from 7:00 a.m. to 8:00 a.m. The initial meeting will be held after the committee is selected. Regular meetings will begin when the equity audit findings are final. Additional meetings may be scheduled as needed.

Individuals who wish to be considered for membership on the DEI should submit a letter indicating what strengths you would bring to the committee to Ginny McManus, Assistant to the Superintendent, by **October 1**. The letter can be e-mailed to [mcmanusg@rsu5.org](mailto:mcmanusg@rsu5.org).

The RSU5 Board will appoint individuals to the DEI at the October 28 Board of Directors' meeting.

Approved: 9/23/20

## **RSU5 Board of Directors Sustainability Advisory Committee**

### **Committee Charge:**

Whereas the RSU5 Board of Directors recognizes the importance of promoting practices that strengthen the sustainability of RSU5 operations and facilities, while providing opportunities for environmental learning, we hereby charge the RSU5 Sustainability Advisory Committee (SAC) to inspire a sustainability ethic or mindset in RSU5 employees, students, and departments with the intent of identifying greener opportunities for RSU5 while being fiscally responsible.

The SAC will reference a multitude of documents as resource materials to influence their decision-making. These include but are not limited to the following:

- Sustainability plans from other school districts;
- RSU5 Mission and Vision documents; and
- Other related materials.

### **Committee Membership:**

The SAC will be comprised of stakeholders representing staff, students and the community. The committee will be comprised of representatives from the three towns and the following stakeholder groups.

- Teachers (2)
- Building Administrator (1)
- Parents/Community Members from each town (3)
- Students (2)
- Board of Directors representative (3)
- Superintendent of Schools (1)
- Director of Maintenance and Operations (1)

### **Decision-Making Considerations:**

The SAC will strive to build consensus among committee members when making recommendations to the RSU5 Board of Directors. Final authority for all decisions relating to the sustainability plan rests with the RSU5 Board of Directors.

### **Meetings:**

Monthly meetings of the SAC will be held the first Tuesday of each month from 7:00 a.m. to 8:00 a.m. at the Superintendent's Office (17 West Street, Freeport). The initial meeting will be held on April 2, 2019. Additional meetings may be scheduled as needed.

Individuals who wish to be considered for membership on the SAC should submit a letter indicating what strengths you would bring to the committee to Ginny McManus, Assistant to the Superintendent, by **February 28, 2019**. The letter can be e-mailed to [mcmanusg@rsu5.org](mailto:mcmanusg@rsu5.org)

The RSU5 Board will appoint individuals to the SAC at the March 13, 2019 Board of Directors' meeting.

Approved by Board of Directors: 2/6/19