

**REGULAR MEETING OF RSU NO. 5 BOARD OF DIRECTORS
WEDNESDAY– MARCH 10, 2021
FREEPORT HIGH SCHOOL - CAFETERIA
6:30 P.M. REGULAR SESSION
AGENDA**

Due to the public health emergency, Board members may participate in this meeting on a hybrid basis, with members having the option to attend in person or via remote participation, as authorized by 1 M.R.S.A. § 403-A. Members of the public may participate in this meeting in person or remotely. <https://networkmaine.zoom.us/j/83509944031> Webinar ID: 835 0994 4031
Join by telephone: 1 646 876 9923

1. **Call to Order:**
The meeting was called to order at _____ p.m. by Chair Michelle Ritcheson

2. **Attendance:**

___ Jeremy Clough	___ Elisabeth Munsen
___ Candace deCsipkes	___ Maura Pillsbury
___ Lindsey Furtney	___ Michelle Ritcheson
___ Jennifer Galletta	___ Valeria Steverlynck
___ Susana Hancock	___ Madelyn Vertenten
___ Angela King-Horne	___ Liam Hornschild-Bear – Student Representative
	___ Brady Grogan – Student Representative

3. **Pledge of Allegiance:**

4. **Consideration of Minutes:**
 - A. Consideration and approval of the Minutes of February 24, 2021 as presented barring any errors or omissions.

Motion: _____ 2nd: _____ Vote: _____

5. **Adjustments to the Agenda:**

6. **Good News & Recognition:**
 - A. Report from Board’s Student Representative (10 Minutes)

7. **Public Comments: (10 Minutes)**
Public comment will be taken in person and via Zoom (connection information below)
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8. **Report from Superintendent:**
 - A. Update on vaccinations for school staff (5 Minutes)
 - B. Review of FY22 Superintendent’s Recommended Budget (15 Minutes)

9. **Administrator Reports:**
NA

10. **Board Comments and Committee Reports:**
NA

11. Policy Review:
NA

12. Unfinished Business:
A. Board Deliberations on the FY22 Budget (120 Minutes)

13. New Business: (10 Minutes)
A. Consideration and approval of the following stipend positions, pending budget approval.
-FHS Boys & Girls Varsity Swim Team
-PK-8 Drama/Musical Technical Director
-PK-12 Civil Rights Team

Motion: _____ 2nd: _____ Vote: _____

14. Personnel:
NA

15. Public Comments: (10 Minutes)
Public comment will be taken in person and via Zoom (connection information below)
<https://networkmaine.zoom.us/j/83509944031> Webinar ID: 835 0994 4031
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16. Executive Session:
A. To enter into Executive Session as outlined in 1 M.R.S.A § 405(6)(D) for the purpose of discussing Administrator negotiations for RSU5.

Motion: _____ 2nd: _____ Vote: _____

17. Action as a Result of Executive Session:

Motion: _____ 2nd: _____ Vote: _____

18. Adjournment:

Motion: _____ 2nd: _____ Vote: _____ Time: _____

Item # 4.A.

**RSU No. 5 Board of Directors Meeting
Wednesday, February 24, 2021 – 6:30 p.m.
Freeport High School - Cafeteria / Hybrid Remote Meeting
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 March 10, 2021 meeting).

1. CALLED TO ORDER:

Chair Michelle Ritcheson called the meeting to order at 6:35 p.m.

- 2. MEMBERS PRESENT:** Jeremy Clough, Candace deCsipkes, Lindsey Furtney, Jennifer Galletta, Susana Hancock (attended remotely), Angela King-Horne, Elisabeth Munsen, Maura Pillsbury (attended remotely), Michelle Ritcheson, Valeria Steverlynck, Madelyn Vertenten, Liam Hornschild-Bear, Student Representative

MEMBERS ABSENT: None

3. PLEDGE OF ALLEGIANCE:

4. CONSIDERATION OF MINUTES:

A. VOTED: To approve the minutes of February 3, 2021 and February 10, 2021.
(Munsen – Furtney) (11 – 0) The student representative voted with the majority.

5. ADJUSTMENTS TO THE AGENDA:

Table Item # 16.A. and move Item #12. G. after Item #10.C.

6. GOOD NEWS AND RECOGNITION:

A. Report from Board's Student Representative - Liam Hornschild-Bear

7. PUBLIC COMMENT:

None

8. REPORTS FROM SUPERINTENDENT:

A. Items for Information

1. District Happenings
2. Resignations:

Megan Swett - DCS Math Teacher (effective at the end of the school year)

Beth Daniels - DCS Teacher (retirement effective at the end of the school year)

9. ADMINISTRATOR REPORTS:

A. Finance - Rick Kusturin

10. BOARD COMMENTS AND COMMITTEE REPORTS:

A. Board Information Exchange and Agenda Requests

Maddy Vertenten reported she listened in to the Maine Arts and Education Advocacy Day.

Maura Pillsbury reported on the DOE sessions she attended, the MSBA Board meeting and the Regional MSBA meeting.

Michelle Ritcheson reported on attending the Androscoggin County Commissioners meeting on the anti-mask resolution, which did fail.

Jen Galletta provided an update from Region Ten.

- B. Strategic Communications Committee
- C. Policy Committee

Item #12.G. was moved here.
Board Discussion - Results of the Educator Stress Survey

11. POLICY REVIEW:

A. VOTED: To approve 2nd Read of policy BIA - New Board of Directors Member Orientation. (Galletta – Steverlynck) (11 – 0) The student representative voted with the majority.

B. VOTED: To rescind policy JLF-R - Reporting Child Abuse and Neglect - Administrative Procedure. (Furtney – Munsen) (11 – 0) The student representative voted with the majority.

12. UNFINISHED BUSINESS:

- A. Budget Update – Becky Foley
- B. School Nutrition - Erin Dow
- C. Technology - Gayle Wolotsky
- D. Facilities and Transportation – Dennis Ouellette
- E. Community Programs – Peter Wagner
- F. Curriculum, Instruction and Assessment - Cynthia Alexander

13. NEW BUSINESS:

None

14. PERSONNEL:

None

15. PUBLIC COMMENT:

None

Executive Session was tabled.

16. EXECUTIVE SESSION:

A. To enter into Executive Session as outlined in 1 M.R.S.A § 405(6)(D) for the purpose of discussing Administrator negotiations for RSU5.

17. ACTION AS A RESULT OF EXECUTIVE SESSION:

18. ADJOURNMENT:

VOTED: To adjourn at 8:53 p.m. (Steverlynck – Vertenten) (11 – 0) The student representative voted with the majority.


Becky J. Foley, Superintendent of Schools

Item #13.A.

New Stipend Request Form

Please read Procedures for Requesting a New Stipend before completing this form.

Name of Activity: Freeport High School - Interscholastic Boys & Girls Varsity Swim Team
Replaces Assistant Coach and Individual Co-Op with Yarmouth HS

Qualifications: (Administrator must complete this section before submitting to the Superintendent)
Experience as a competitive swimmer or previous experience as swim coach

Purpose: Freeport High School - Interscholastic Boys & Girls Varsity Swim Team
Replaces Asst Coach and Individual Co-Op with Yarmouth HS

Responsibilities of Advisor/Coach: See attached job description

Length of activity/period of responsibility (month to month): Winter Sports Season – approx. 11 weeks

Number of Hours Required of Advisor/Coach per week (on average): 15-25 hours/week depending on meets

***Breakdown of Hours: (Examples: practices, games, student meetings, organizing activities, publicizing, activities)**

Practices: 4 per week: 2.5 hours per practice

Swim Meets: 8 meets: 4+ hours per meet

Student meetings: 2-3

Organization: Daily

Awards Night: 2 hrs

Coaches Meetings: 3-5

Of above*, percent of hours during school day: Sometimes coaches have 1 preseason info/sign up meeting during the school day

Of above*, percent of hours outside the school day: 99.9%

Number of Students: Varies from season to season – approx. 10-18

Parent volunteers or other adult help? No immediate plans for volunteers

Special event(s) required? (all day event, weekend activity, etc)

Saturdays & School Vacations - swim meets & practices

Southwestern Championships - all day

Regionals & States Championships - all day

OTHER FACTORS:

Travel: Practices off campus at YMCA - bus to away meets

Overnight: No

Does activity require a Budget? Yes

How is job being done/funded currently? School Budget & Co-Op with Yarmouth HS

Fundraising: Probably once team and parent organization expand

Comments:

2020-2021 is the third year that we have sponsored a MPA Individual Co-Operative Team with Yarmouth - we have paid Yarmouth HS for an additional assistant swim coach (\$2524) and \$500 per swimmer

2021-2022 will be our 4th year - participation has grown each year

Proposing Varsity Swim Stipend of \$4741

Actual budget increase: \$2217

Submitted by: Craig Sickels, Athletic Administrator

Date: 12/14/20

Administrator: *Craig Sickels, Athletic Administrator*

Approved: X **Denied:** _____

Please return this form to the Superintendent's Office

2-25-21 approved by Stipend Committee

New Stipend Request Form

Name of Activity: PreK-8 Drama/Musical Technical Director

Qualifications: Design/technical director experience. Experience with drama/musical productions

Purpose: To help each participating student achieve a high level of technical skill, develop an appreciation for the theater, values and discipline involved in theatrical performances & technical production.

Responsibilities of Advisor/Coach:

- Assess and provide for the technical needs and assist in the development of their production
- Work with students designing, modeling, rendering, building and painting the set for the production
- Oversee lighting design, hang, run and operation for the assigned production as well as oversee student volunteers
- Upkeep and instruction in theatrical equipment during productions
- Teaching technical theater skills to participating students
- Help plan work and coordinate detailed production/performance schedules
- Run technical rehearsals

Length of activity/period of responsibility (month to month):

2 months

Number of Hours Required of Advisor/Coach per week (on average):

50 hours total (4-5 hours per week for 8 weeks)

***Breakdown of Hours:**

20 hours set design

20 hours rehearsals

10 hours during productions

Of above*, percent of hours during school day:

0%

Of above*, percent of hours outside the school day:

100%

Number of Students: 10-20

Parent volunteers or other adult help? Possibly

Special event(s) required? (all day event, weekend activity, etc)

Attend all final productions and dress rehearsals.

Revised: 11-17-20

*2-25-21 approval by stipend committee
2-3 point range*

OTHER FACTORS:

Travel:

Overnight:

Does the activity require a Budget?

There is already a budget for the sets

How is this position being done/funded currently?

Teacher Volunteer

Does this position require Fundraising:

No

Comments:

Submitted by: Ray Grogan

Date: 1/25/2020

Administrator:

Approved:

Denied:

Please return this form to the Superintendent's Office

New Stipend Request Form

PK-12 position

Please read Procedures for Requesting a New Stipend before completing this form.

Name of Activity: Civil Rights Team

Qualifications: (Administrator must complete this section before submitting to the Superintendent)

- Experience with and/or interest in cultivating student leadership opportunities.
- Comfort with facilitating conversations with students about civil rights topics and issues related to race and skin color, national origin and ancestry, religion, disabilities, gender (including gender identity and expression) and sexual orientation.

Purpose: The Civil Rights Team meets to plan projects that engage the school community in thinking and talking about issues related to personal identity, including race and skin color, national origin and ancestry, religion, disabilities, gender (including gender identity and expression) and sexual orientation in an age-appropriate manner. Through school-based projects, the team helps to promote a culture of equity and inclusion and to create an environment where diversity is acknowledged and celebrated.

Responsibilities of Advisor/Coach:

- Attend annual advisor training hosted by the Maine Civil Rights Team Project.
- Facilitate conversations among student team members about identity and school culture and climate.
- Utilize resources available through the Civil Rights Team Project and Maine Office of the Attorney General to support school-based projects.

Length of activity/period of responsibility (month to month):

Plan and facilitate weekly meetings for the duration of the school year.

Number of Hours Required of Advisor/Coach per week (on average):

2 hours/week for approximately 30 weeks
60 hours annually

***Breakdown of Hours:**

(Examples: practices, games, student meetings, organizing activities, publicizing, activities)

50%: Attending trainings, planning meetings, communicating with team members and parents

50%: Facilitating meetings

Of above*, percent of hours during school day:

0-50% depending on the school, age of students, and schedule

Of above*, percent of hours outside the school day:

50-100% depending on the school, age of students, and schedule

Number of Students: Approximately 16

Revised: 11-17-20

Parent volunteers or other adult help? Not required.

Special event(s) required? (all day event, weekend activity, etc)

Annual one-day training required for all Civil Rights Team advisors (hosted by the Civil Rights Team Project)

OTHER FACTORS:

Travel: NA

Overnight: NA

Does activity require a Budget? No

How is this position being done/funded currently? Unpaid

Does this position require Fundraising: No, although historically the team has on occasion submitted a grant proposal for funding to host a speaker.

Comments:

Submitted by: Emily Grimm

Date: 12/7/20

Administrator:



Approved: X

Denied:

Revised: 11-17-20

*Approved By Stipend Committee 12-15-20
2-3 point range*