

REGULAR MEETING OF RSU NO. 5 BOARD OF DIRECTORS
WEDNESDAY– JUNE 24, 2020
6:30 P.M. REGULAR SESSION
REMOTE MEETING VIA ZOOM
AGENDA

Due to COVID-19 and the need for social distancing, the meeting **WILL NOT BE PHYSICALLY OPEN TO THE PUBLIC.** As always, the meeting will be livestreamed on the RSU5 website under the top menu bar “Board and Policies” - Board Meeting Video (Youtube)
<https://www.youtube.com/channel/UC97VXXLhRFRjSPvIwfoIACA/>

In addition, you will have the opportunity to join the meeting live online remotely via Zoom. To access the remote public hearing on the proposed budget or to participate (provide comment/input) use the following link in the address bar of your web

brower: <https://networkmaine.zoom.us/j/83478837253> Meeting ID: 834 7883 7253

You can also Join by Telephone: 1 646 876 9923 Meeting ID: 834 7883 7253

After the Public Hearing has closed, the Board will take up regular business items.

1. Call to Order:

The meeting was called to order at _____p.m. by Chair Michelle Ritcheson

2. Attendance:

___ Kathryn Brown
___ Jeremy Clough
___ Candace deCsipkes
___ Lindsey Furtney
___ Jennifer Galletta
___ Susana Hancock
___ Elisabeth Munsen

___ Maura Pillsbury
___ Michelle Ritcheson
___ Valeria Steverlynck
___ Madelyn Vertenten
___ Liam Hornschild-Bear – Student Representative

3. Pledge of Allegiance:

4. Public Hearing:

Consideration and approval to open the Public Hearing on the Proposed School Budget for FY 2020-2021.

Motion: _____ 2nd: _____ Vote: _____

Consideration and approval to close the Public Hearing on the Proposed School Budget for FY 2020-2021.

Motion: _____ 2nd: _____ Vote: _____

5. Consideration of Minutes:

A. Consideration and approval of the Minutes of June 10, 2020 as presented barring any errors or omissions.

Motion: _____ 2nd: _____ Vote: _____

6. Adjustments to the Agenda:
7. Good News & Recognition:
NA
8. Public Comment: (10 Minutes)
9. Reports from Superintendent:
NA
10. Administrator Reports:
NA
11. Board Comments and Committee Reports:
NA
12. Policy Review:
NA
13. Unfinished Business: (30 Minutes)
A. Board discussion on superintendent's memo in addressing diversity, equity, and inclusion.
14. New Business:
NA
15. Personnel:
NA
16. Public Comments: (10 Minutes)
17. Executive Session:
A. Consideration and approval to enter into Executive Session as outlined in 1 M.R.S.A § 405(6)(A) for the purpose of discussing the Superintendent's evaluation.

Motion: _____ 2nd: _____ Vote: _____

Time In _____ Time Out _____

18. Action as a Result of Executive Session:

19. Adjournment:

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

Item #4.

**REGIONAL SCHOOL UNIT NO. 5
SCHOOL BUDGET PUBLIC HEARING GUIDE**

PUBLIC HEARING PART 1: PROPOSED SCHOOL BUDGET FOR FY 2020-2021

The School Board of the Regional School Unit has proposed a school operating budget for fiscal year 2020-2021. Pursuant to Order of the Governor, the budget meeting where these articles are presented has been replaced by a remote public hearing. The budget recommended by the School Board consists of the following Articles 1 through 16. Together, these articles constitute the proposed school operating budget for fiscal year 2020-2021 to be presented to the voters as Question 1 at a budget referendum election scheduled for July 14, 2020.

EXPENDITURES FOR THE 2020-2021 SCHOOL BUDGET

Proposed Expenditures by Cost Center		
ARTICLE 1:	Regular Instruction	\$ 15,107,880
ARTICLE 2:	Special Education	\$ 4,688,560
ARTICLE 3:	Career and Technical Education	\$ 101,706
ARTICLE 4:	Other Instruction	\$ 858,926
ARTICLE 5:	Student and Staff Support	\$ 3,160,872
ARTICLE 6:	System Administration	\$ 1,013,211
ARTICLE 7:	School Administration	\$ 1,727,711
ARTICLE 8:	Transportation and Buses	\$ 1,473,419
ARTICLE 9:	Facilities Maintenance	\$ 5,028,523
ARTICLE 10:	Debt Service and Other Commitments	\$ 1,427,247
ARTICLE 11:	All Other Expenditures	\$ 294,645

STATE SUBSIDY AND LOCAL TAX REVENUES FOR THE 2020-2021 SCHOOL BUDGET

ARTICLE 12: The School Board recommends that the Regional School Unit appropriate the amounts set forth below for the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and raise and assess the amounts set forth below as each municipality's contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act in accordance with the Maine Revised Statutes, Title 20-A, section 15688.

Recommended amounts set forth below:

Total Appropriated (by municipality):		Total Raised (and Regional School Unit assessments by municipality):	
Town of Durham	\$ 8,188,496.36	Town of Durham	\$ 3,222,102.00
Town of Freeport	\$ 13,279,915.67	Town of Freeport	\$ 13,240,966.00
Town of Pownal	\$ 2,386,430.17	Town of Pownal	\$ 2,016,370.00
Total Appropriated (sum of above)	\$ 23,854,842.20	Total Raised (sum of above)	\$ 18,479,438.00

State Mandated Explanation: The Regional School Unit's contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act is the amount of money determined by state law to be the minimum amount that the Regional School Unit must raise and assess in order to receive the full amount of state dollars.

OTHER LOCAL TAX REVENUES FOR THE 2020-2021 SCHOOL BUDGET

ARTICLE 13: The School Board recommends that the Regional School Unit raise and appropriate **\$300,311.00** for the annual payments on debt service previously approved by the Regional School Unit voters for non-state-funded school construction projects or non-state-funded portions of school construction projects in addition to the funds appropriated as the local share of the Regional School Unit's contribution to the total cost of funding public education from kindergarten to grade 12.

State Mandated Explanation: Non-state-funded debt service is the amount of money needed for the annual payments on the Regional School Unit's long-term debt for major capital school construction projects that are not approved for state subsidy. The bonding of this long-term debt was previously approved by the Regional School Unit voters.

ARTICLE 14: The School Board recommends that the Regional School Unit raise and appropriate **\$293,245.00** to transfer to the school nutrition program.

ARTICLE 15: The School Board recommends that the Regional School Unit raise and appropriate **\$8,298,307.40** in additional local funds, which exceeds the State's Essential Programs and Services allocation model by **\$8,298,307.40** as required to fund the budget recommended by the School Board.

The School Board gives the following reasons for exceeding the State's Essential Programs and Services funding model by **\$8,298,307.40**: The State's Essential Program and Services funding formula is a minimum model to support education in grades K-12. RSU No. 5 provides additional funds to support lower student/teacher ratios and additional co-curricular activities in addition to complete educational programs for all our students.

State Mandated Explanation: The additional local funds are those locally raised funds over and above the Regional School Unit's local contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and local amounts raised for the annual payment on non-state funded debt service that will help achieve the Regional School Unit budget for educational programs.

SUMMARY OF TOTAL 2020-2021 SCHOOL BUDGET

ARTICLE 16: The School Board recommends that the Regional School Unit authorize the School Board to expend **\$34,882,700.00** for the fiscal year beginning July 1, 2020 and ending June 30, 2021 from the Regional School Unit's contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act, non-state-funded school construction projects, additional local funds for school purposes under the Maine Revised Statutes, Title 20-A, section 15690, unexpended balances, tuition receipts, state subsidy and other receipts for the support of schools.

PUBLIC HEARING PART 2: REFERENDUM QUESTIONS

The following school budget and other questions will be submitted to referendum on July 14, 2020:

Question 1: School Budget. Shall Regional School Unit No. 5 appropriate the sum of **\$34,882,700.00** and raise the sum of **\$27,371,301.40** for the 2020-2021 school budget?
School Board Recommends a "Yes" Vote.

VOTER INFORMATION FOR QUESTION 1

The Regional School Unit No. 5 school budget submitted in this Question 1 totals **\$34,882,700.00**. It includes locally raised funds in the amount of **\$27,371,301.40**, to be assessed in shares to member municipalities in accordance with the RSU's cost sharing formula and state law. The locally raised amount exceeds the maximum state and local spending target by **\$8,298,307.40**. This budget includes these cost centers and amounts:

Cost Center	Amount Appropriated
Regular Instruction	\$ 15,107,880
Special Education	\$ 4,688,560
Career and Technical Education	\$ 101,706
Other Instruction	\$ 858,926
Student and Staff Support	\$ 3,160,872
System Administration	\$ 1,013,211
School Administration	\$ 1,727,711
Transportation and Buses	\$ 1,473,419
Facilities Maintenance	\$ 5,028,523
Debt Service and Other Commitments	\$ 1,427,247
All Other Expenditures	\$ 294,645
Summary of Total Authorized School Budget Expenditures:	\$ 34,882,700

Question 2: RSU Adult Ed Program. Shall the Regional School Unit appropriate **\$209,492** for adult education and raise **\$102,000.00** as the local share, with authorization to expend any additional, incidental, or miscellaneous receipts in the interest and for the well-being of the adult education program?
School Board Recommends a "Yes" Vote.

- Question 3:** **Track and Field Capital Reserve Fund.** Shall the School Board be authorized to transfer **\$35,000** from available fund balances to the Track and Field Capital Reserve Fund; and to expend said reserve funds only upon express authorization of the RSU voters?
School Board Recommends a "Yes" Vote.
- Question 4:** **CTE Region Budget.** Shall the regional career and technical education operating budget as approved by the cooperative board for the year beginning July 1, 2020 through June 30, 2021 be approved in the amount of **\$3,016,625.00**?
- Question 5:** **CTE Capital Reserve Fund.** Shall Maine Region 10 Technical High School ("Region 10") authorize the Cooperative Board to transfer up to **\$200,000.00** from undesignated fund balances to the Region 10 Capital Reserve Fund and delegate authority to the Cooperative Board to expend that sum with other balances accumulated in that Fund from time-to-time on such specific items or types of capital improvements or equipment as the Cooperative Board has determined to be needed by Region 10?

Item #5

**RSU No. 5 Board of Directors Meeting
Wednesday, June 10, 2020 – 6:30 p.m.
Meeting Minutes
The Meeting Was Held Remotely Using Zoom**

(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 June 24, 2020 meeting).

1. CALLED TO ORDER:

Chair Michelle Ritcheson called the meeting to order at 6:32 p.m.

- 2. MEMBERS PRESENT:** Kathryn Brown, Jeremy Clough, Candace deCsipkes, Lindsey Furtney, Jennifer Galletta, Susana Hancock, Elisabeth Munsen, Maura Pillsbury, Michelle Ritcheson, Valeria Steverlynck, Madelyn Vertenten
MEMBERS EXCUSED: None

Chair Ritcheson confirmed all members of the Board and public remotely attending the public proceedings were able to hear all members. Instructions on how to ask questions and the use of mute was explained.

3. PLEDGE OF ALLEGIANCE:

4. CONSIDERATION OF MINUTES:

A. VOTED: To approve the Minutes of May 27, 2020. (Steverlynck - Munsen) (11 – 0)

5. ADJUSTMENTS TO THE AGENDA:

To add Item 13.C. Board Discussion on Inclusion and Item 14.C. Employment of a .5 English Teacher.

6. GOOD NEWS AND RECOGNITION:

A. Recognition of Retirees

7. PUBLIC COMMENTS:

Ella Vertenten, Freeport
Maya Dowling-Wolfe, Freeport
Victoria Winters, Freeport
Ayanna Hatton, Freeport

8. REPORTS FROM SUPERINTENDENT:

Reports from Superintendent:

A. Items for Information

1. 2020-2021 Board of Directors Meeting Schedule
2. Retirements & Resignations:
 - Laurie Allen - Classroom Teacher at MLS (effective at the end of the school year)
 - Becky Billings - Pre-K Teacher at MSS (effective at the end of the school year)
 - Ann Cromer - Director of Finance and Human Resources
 - Lynett Larkin-Silva - MLS Nurse
3. District happenings

9. ADMINISTRATOR REPORTS:

A. Finance - Ann Cromer

10. BOARD COMMENTS AND COMMITTEE REPORTS:

A. Board Information Exchange and Agenda Requests

Valy Steverlynck- Thanked Administration for finding alternative ways hold promotion ceremonies.

Maura Pillsbury- Graduation was wonderful. Requested the Board consider gathering more information regarding facilities, maybe a feasibility study.

11. POLICY REVIEW:

A. VOTED: To approve the following policies (2nd Read) (Galletta - Hancock) (11 - 0)

BBA - Board of Directors Powers and Responsibilities

IKF - Graduation Requirements

12. UNFINISHED BUSINESS:

A. Work of the Cost Sharing Consultant - Board Discussion

B. VOTED: That the Vote entitled, "Vote to Call a Regional School Unit Budget Referendum, Call a Public Hearing, Approve the Referendum Warrants, and Approve the Notice of Public Hearing," be approved in form presented to this meeting and that a copy of said Vote be included with the minutes of this meeting. (Brown – Munsen) (11 – 0)

13. NEW BUSINESS:

A. VOTED: To authorize the Superintendent to hire staff between June `11, 2020 and the first Board meeting in September 2020. (Hancock – Pillsbury) (11 - 0)

B. VOTED: To revise the RSU5 Educator Professional Growth and Evaluation Handbook. (Munsen – Brown) (11 - 0)

C. Board Discussion on Inclusion

VOTED: To continue the meeting past 10:00 p.m. (Steverlynck – Vertenten) (10 - 1 Brown)

14. PERSONNEL:

A. B. & C. VOTED: To employ the following individuals for the 2020-2021 school year. (Vertenten – Hancock) (11 – 0)

Ross Shaler - Freeport High School World Language Teacher

Amy Nazzaro - Freeport High School .5 French Teacher

Stu Palmer - Freeport High School .5 English Teacher

15. PUBLIC COMMENT:

None

16. EXECUTIVE SESSION:

A. VOTED: To enter into Executive Session pursuant to 1 M.R.S.A § 405(6)(D) for the purpose of discussing Support Staff Negotiations for RSU No. 5. (Vertenten - Hancock) (11 - 0)

Time In: 10:22 p.m.

Time Out: 10:42 p.m.

17. ACTION AS A RESULT OF EXECUTIVE SESSION:

A. VOTED: To ratify the Coastal Education Association for Educational Support Professional Unit Bargaining Agreement July 1, 2020 – June 30, 2023 as discussed in Executive Session.
(Vertenten - Munsen) (11 - 0)

18. EXECUTIVE SESSION:

A. VOTED: To enter into Executive Session as outlined in 1 M.R.S.A § 405(6)(A) for the purpose of discussing the Superintendent's evaluation. (Vertenten - Hancock) (11 - 0)

Time In: 10:44 p.m.

Time Out: 11:52 p.m.

19. ACTION AS A RESULT OF EXECUTIVE SESSION:

None

20. ADJOURNMENT:

VOTED: To adjourn at 11:54 p.m. (Galletta – Munsen) (10 – 0)(Steverlynck had video trouble)



Becky J. Foley, Superintendent of Schools



Regional School Unit 5
Durham • Freeport • Pownal

Item #13.A.

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

Becky Foley, Ph.D., Superintendent of Schools
Ann Cromer, Director of Finance & Human Resources

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

To: RSU 5 Board of Directors
From: Becky Foley, RSU 5 Superintendent *B.F.*
Date: June 17, 2020
Re: Next Steps in Addressing Diversity, Equity, & Inclusion

Assistant Superintendent Cynthia Alexander has contacted the Mid-Atlantic Equity Consortium out of Maryland. They are currently working with several districts in Maine and many other school districts throughout the United States, primarily in the northeast, focused on diversity, equity, and inclusion. They have been in existence since 1991 - 29 years of experience of doing this work. They have agreed to work with us to complete an audit for RSU 5, and guide us in next steps, as well as provide needed training. They have completed or are currently working with the following districts in Maine:

- Maine Department of Education
- Portland Public Schools
- So. Portland
- Westbrook Schools
- Wells
- Ogunquit
- RSU 21
- Milford

Mid-Atlantic Equity Consortium would schedule their on site visit for some time in September, and begin the collection of documents/data this summer. They estimate that the audit would be completed in November. It usually takes 4-6 weeks once they begin. The components of the audit would include:

1. Looking at demographic data:
 - SES
 - Race
 - ESL population
 - Special Education population
2. Analyzing
 - Discipline data across sub-groups
3. Conducting
 - Listening tours in the schools
 - Observations in classrooms/schools
 - Review curriculum
 - Review assessment/placement practices
 - Review student leadership and recognition
 - Focus Groups
 - Students
 - Staff

- Administration
 - Board
 - Community
 - Parents/Family
4. **Compiling and analyzing data and findings**
 - Identify any bias
 - Make recommendations
 5. **Following the Audit**
 - Assists with establishing Equity Leader Program and/or Equity Committee
 - Provides professional development on equity bias with all staff
 - Reviews policies

In addition to the recommended audit, Assistant Superintendent Cynthia Alexander is arranging for Drummond Woodsum's Melissa Hewey to meet with the Policy Committee. She will review case law history around the First Amendment, and discuss the possibility of the creation of a new policy. At this meeting the Policy Committee will review existing policies.

Additionally, over the past week we have met with FHS alumni, parents, community members, and current students to listen to their experiences of bias/prejudice and recommendations for moving forward.

FHS had a staff meeting in the past week focused on the topic of equity, inclusion, and to reflect on the letter sent to the staff by an alumni. The content departments are committed to begin reviewing their curriculum from the lens of equity and inclusion. The entire administrative team is committed to equity, inclusion, and all students feeling safe in RSU 5. We are in the midst of selecting a team read on this topic for the summer that we will discuss at our administrative retreat. We're reviewing many books, and will finalize in the next couple of weeks. We will notify and provide Board members with a copy of the selected text.

While we begin the audit, MAEC will advise us on the creation of the equity committee, including the composition, charge, and framework. We can send out information and find out who is interested in serving on the committee, and be ready to go when MAEC arrives for the on site visit. We could have them meet with the committee to explain the work more fully.