

**REGULAR MEETING OF RSU NO. 5 BOARD OF DIRECTORS**  
**WEDNESDAY– MAY 27, 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/UC97VXXLhRFRjSPv1wfo1ACA/>

In addition, you will have the opportunity to join the meeting live online remotely and provide comments during public comment. The link to the live video conference will be posted on the home page of the RSU5 website under “District News” before the start of the meeting.

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

____ Kathryn Brown	____ Maura Pillsbury
____ Jeremy Clough	____ Michelle Ritcheson
____ Candace deCsipkes	____ Valeria Steverlynck
____ Lindsey Furtney	____ Madelyn Vertenten
____ Jennifer Galletta	____ Rhea Fitzpatrick – Student Representative
____ Susana Hancock	____ Liam Hornschild-Bear – Student Representative
____ Elisabeth Munsen	
3. Pledge of Allegiance:
4. Consideration of Minutes:  
A. Consideration and approval of the Minutes of May 13, 2020 as presented barring any errors or omissions.  

Motion: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ Vote: \_\_\_\_\_
5. Adjustments to the Agenda:
6. Good News & Recognition:  
A. Report from Board’s Student Representative (10 Minutes)
7. Reports from Superintendent: (10 Minutes)  
A. Items for Information
  - District Happenings
  - Resignations (effective at the end of the school year)
    - Jeanne Deschambeault - FHS Ed Tech
  - FY21 Budget Update
8. Public Input:  
A. Q & A on the FY21 Budget (30 Minutes)

9. Public Comments: (10 Minutes)
10. Administrator Reports:
  - A. Finance - Scott Vaitones (3 Minutes)
  - B. RSU5 Facilities Study - Dennis Ouellette (40 Minutes)
11. Board Comments and Committee Reports:
  - A. Board Information Exchange and Agenda Requests (10 Minutes)
  - B. Finance Committee (10 Minutes)
  - C. Strategic Communications (10 Minutes)
  - D. Policy Committee (10 Minutes)
12. Policy Review:
  - A. Consideration and approval of the following Policies for 1<sup>st</sup> Read (10 Minutes)  
BBA - Board of Directors Powers and Responsibilities  
BEB - Board Member Use of Social Media  
  
Motion: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ Vote: \_\_\_\_\_
  - B. Consideration and approval of Policy BHC - Board of Directors Communications with Staff for 2<sup>nd</sup> Read (5 Minutes)  
  
Motion: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ Vote: \_\_\_\_\_
  - C. Consideration and approval of Policy IKF - Graduation Requirements for 1<sup>st</sup> Read (15 Minutes)  
  
Motion: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ Vote: \_\_\_\_\_
13. Unfinished Business:
  - A. That the Vote entitled, "Vote to Call and Approve the Warrants for the Budget Meeting and the Budget Validation Referendum and to Authorize the Notice of Amounts Adopted," be approved in form presented to this meeting and that a copy of said Vote be included with the minutes of this meeting.  
  
Motion: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ Vote: \_\_\_\_\_
  - B. Consideration and approval to revise the 2020-2021 School Calendar. (10 Minutes)  
  
Motion: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ Vote: \_\_\_\_\_
14. New Business:
15. Personnel: (10 Minutes)
  - A. Consideration and approval to employ a Kindergarten Teacher at Morse Street School for the 2020-2021 School Year.  
  
Motion: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ Vote: \_\_\_\_\_

- B. Consideration and approval to employ a .8 Art Teacher at Mast Landing School for the 2020-2021 School Year.

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

- C. Consideration and approval to employ a Special Education Teacher at Durham Community School for the 2020-2021 School Year.

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

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

Time In \_\_\_\_\_ Time Out \_\_\_\_\_

18. Action as a Result of Executive Session:

19. Adjournment:

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

**RSU No. 5 Board of Directors Meeting  
Wednesday, May 13, 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 May 27, 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 April 29, 2020. (Hancock - Vertenten) (11 – 0)

**5. ADJUSTMENTS TO THE AGENDA:**

Add 9.C.-Update on Graduation

Add 12.C.-Revisiting the 19-20 School Calendar

Add 14.B.-Hiring a 2<sup>nd</sup> Grade Teacher

**6. GOOD NEWS AND RECOGNITION:**

**A.** Report from Board's Student Representative – Principal Gulko provided an update.

**7. PUBLIC COMMENT:**

John Egan, Freeport

**8. REPORTS FROM SUPERINTENDENT:**

None

**9. ADMINISTRATOR REPORTS:**

**A.** RSU5 Solar Presentation - Agnieszka Dixon, Drummond Woodsum

**B. VOTED:** That the Vote entitled, "Vote to Authorize Solar Power Purchase Agreement," be adopted in the form presented to this meeting. (Hancock - Steverlynck) (11 – 0)

**C.** Update on FHS Graduation Plans - Jen Gulko

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

None

**11. POLICY REVIEW:**

None

**12. UNFINISHED BUSINESS:**

A. Discussion of Adopted FY21 Budget.

**B. VOTED:** To amend the FY21 Board Adopted Budget by the amount outlined in the Superintendent's memo, excluding the four items listed under Expanded Programming. (Steverlynck - Hancock) (7 – 4 Brown, deCsipkes, Galletta, Munsen) Motion passes

**C. VOTED:** To adjust the Board adopted 2019-2020 School Calendar by ending student learning on June 12, 2020. (Vertenten – Munsen) (10 – 1 Brown)

**13. NEW BUSINESS:**

**A. VOTED:** To approve the Comprehensive Education Plan. (Steverlynck – Munsen) (11 – 0)

**14. PERSONNEL:**

**A. VOTED:** To accept the nomination of the following personnel and to authorize the Superintendent of Schools to issue contracts for the 2020-2021 school year. (Steverlynck – Pillsbury) (11 – 0)

1) Educators for 2<sup>nd</sup> Year Probationary Contracts:

Margaret Armstrong  
Natalie Barrett  
Stacey Bilodeau  
Robert Borden  
Darren Carter  
Trevor Donoghue  
Talya Edlund  
Maureen Erskine  
Kelly Howard  
Haley Lynch  
Katherine Lynch  
Lydia MacDonald  
Taylor Marshall  
Hilary Massicotte  
Julie McCabe  
Samantha Medici  
Nathaniel Menifield  
Jillian Merrill  
Stephen Moore  
Jammie Murphy  
Megan Murrow  
Michelle Oliver  
Kristopher Parkin  
Kaley Petros  
Benjamin Potvin  
Erik Whitaker

2) Educators for 3<sup>rd</sup> Year Probationary Contracts:

Erin Abbott  
Scott Arrit  
Meredith Brown  
Anna Brown  
Heidi Cook

Kate Dawson  
Kate Friesland  
Elizabeth Grace  
Jessica Harriman  
Caitlyn Hecox  
Nicole Hewes  
Bethany Howard  
Elizabeth Jacobson  
Diane Kew  
Abigail Leavitt  
Jill Marsanskis  
Georgiana McAllister  
Elicia Niemiec  
Jill Palmer  
Elizabeth Rankin  
Emily Robinson  
Nancy Rochat  
Christina Small  
Kimarie Soule  
Tracy Tremblay  
Lexie Triggiani

3) Educators for Continuing Contracts:

Cathryn Bigley  
Kate Cass  
Sara Domingo  
Emily Guyer  
Michelle Hill  
Bethany Jensen  
Amanda Martin  
Megan Nealey  
Jacqueline Pawling  
Jennifer Rosado  
Natalie Safley  
Shannon Sampson  
Jennifer Winkler

**B. VOTED:** To employ Kate Michaud as a 2<sup>nd</sup> Grade Teacher at Morse Street School for the 2020-2021 school year. (Munsen – Galletta) (11 – 0)

**VOTED:** To continue the Board meeting past 10:00 p.m. (Vertenten – Galletta) (11 – 0)

**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 – Steverlynck) (11 – 0)

Time In: 10:08 p.m.

Time Out: 10:29 p.m.

**17. ACTION AS A RESULT OF EXECUTIVE SESSION: This item was Tabled**

A. Consideration and approval to ratify the Coastal Education Association for Educational Support Professional Unit Bargaining Agreement July 1, 2020 – June 30, 2023.

**18. EXECUTIVE SESSION: This item was Tabled**

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.

**19. ACTION AS A RESULT OF EXECUTIVE SESSION: This item was Tabled**

**20. ADJOURNMENT:**

**VOTED:** To adjourn at 10:33 p.m. (Hancock – Steverlynck) (11 – 0)

  
Becky J. Foley, Superintendent of Schools

Item #10.A.

RSU #5	General Budget Report		4/30/20			2019-2020			
New Article	Prior Article #	Description	2019-2020	Transfers	Revised	Expenses	Encumb	Balances	%
			Budget		Budget	YTD	YTD	YTD	Remaining
Article 1	Article 6	Instruction K - 12	\$ 14,218,224.00	\$ -	\$ 14,218,224.00	\$ 9,706,032.20	\$ 18,267.34	\$ 4,493,924.46	31.61%
Article 2	Article 11	Special Education Services	\$ 4,592,878.00	\$ -	\$ 4,592,878.00	\$ 3,032,172.65	\$ -	\$ 1,560,705.35	33.98%
Article 3	Article 4	Voc. E. Assessment	\$ 99,419.00	\$ -	\$ 99,419.00	\$ 82,849.00	\$ 16,569.85	\$ 0.15	0.00%
Article 4	Article 7	Co-Curr. & Athletics	\$ 829,237.00	\$ -	\$ 829,237.00	\$ 619,562.26	\$ 9,956.34	\$ 199,718.40	24.08%
Article 5	Article 1	Support Staff	\$ 3,567,564.00	\$ -	\$ 3,567,564.00	\$ 2,436,864.98	\$ 24,904.63	\$ 1,105,794.39	31.00%
Article 6	Article 8	District Adminitstration	\$ 950,098.00	\$ -	\$ 950,098.00	\$ 717,458.25	\$ 7,518.15	\$ 225,121.60	23.69%
Article 7	Article 2	School Administration	\$ 1,617,920.00	\$ -	\$ 1,617,920.00	\$ 1,360,233.58	\$ 215.00	\$ 257,471.42	15.91%
Article 8	Article 9	Transportation Services	\$ 1,533,555.00	\$ -	\$ 1,533,555.00	\$ 1,199,023.43	\$ 50,809.76	\$ 283,721.81	18.50%
Article 9	Article 3	Operation of Plant	\$ 4,819,999.00	\$ -	\$ 4,819,999.00	\$ 4,220,407.56	\$ 311,959.22	\$ 287,632.22	5.97%
Article 10	Article 10	Debt Services	\$ 1,581,756.00	\$ -	\$ 1,581,756.00	\$ 1,394,007.65	\$ -	\$ 187,748.35	11.87%
Article 11	Article 5	School Nutrition/Crossing Guard	\$ 269,645.00	\$ -	\$ 269,645.00	\$ 223,537.50	\$ 44,707.50	\$ 1,400.00	0.52%
		Totals	\$ 34,080,295.00	\$ -	\$ 34,080,295.00	\$ 24,992,149.06	\$ 484,907.79	\$ 8,603,238.15	25.24%

April % Spent  
April % remaining

Month #  
10

% of 12  
83.33%  
16.67%

Payroll #  
21

% of 26  
80.77%  
19.23%

sv-05-03-2020

4/29/20



# **RSU 5 Facilities Study Report**

**May 27, 2020**

**By Dennis Ouellette, Director of Operations and Transportation**

## **Morse Street School**

Morse Street School (MSS) houses Pre-k through grade 2. The total square footage is 69,000 square feet. The school was built in stages with Wings A & B part of the original building, built in 1944. Wing C is located to the left upon entering at the main entry. Wing C was built in 1974 and includes music, art, the library, one kindergarten room and STEM. Wing D was constructed in 1985 and is located to the right upon entering the building at the main entry. Wing D has six classrooms and is used for kindergarten and Pre-k. MSS property is located just outside the town design review district. MSS is adjacent to Freeport High School with the two schools sharing the same campus. A large playground which was updated in 2017 remains in good condition with some room available for expansion. The current playground area is large enough to serve the current needs of the students.

### **MSS Classrooms:**

There are 22 full sized classrooms available for use. Other teaching areas include smaller rooms such as physical therapy & occupational therapy (room 19), and the principal's office/conference room (room 18). The teachers' room is located in Wing B which houses a small book room within this space. There are various small rooms that are used for offices within the school. Upstairs in Wing A, a renovated storage area is used for special ed (Resource Room). There is a small non classroom size room in Wing D known as the kids' kitchen which is used throughout the day for students to eat breakfast, alternative lunch and as a small intervention room. The nurse's office is located in a room inside the office along with the guidance office. Many rooms are shared spaces that would typically be used by a single professional.

The gym, cafeteria, and stage all share the same space and the transition from gym class to lunch can be a challenge but is possible and is done daily.

### **Currently, Full Sized Classrooms House:**

Grade Pre K (2)	Art
Grade K (5)	Library
Grade 1 (5)	STEM
Grade 2 (4)	Special Education (2)
Music	

### **Enrollment:**

Over the past few years enrollments have been increasing each year; kindergarten previously had in the lower 60s and the projected enrollment in kindergarten for next year is 95. The

targeted goal for class sizes continues to be 18. Total enrollment in the fall of 2020 is projected to be 332. The school is pretty much at capacity according to the class size policy that the Board has adopted.

#### **Housing in Freeport:**

There were 54 permits for new houses taken out in the Freeport planning office for 18/19. So far this year there have been permits for 24 units. There is a plan to build a gated community with 50 units on site in the Hunter Road area. The Freeport planning department feels most of the 54 units (houses) will be built along with the gated community.

If further classroom space is needed, a temporary portable classroom building could be added. The cost to place a portable classroom on this site is \$18,000 in set up costs, plus an added \$1,575 per month for rent. The total first year cost for the portable is \$36,900 and \$18,000 per year for each year thereafter. RSU 5 is currently waiting for approval from a design review board at the town level before the permit for this portable building can be obtained.

The other possibility for additional space is to move one of the subjects like art or STEM to a cart to provide instruction in the home based classroom space. Additionally, the teacher's room could be moved to a smaller area, allowing another smaller program to occupy that space which would free up a potential classroom where sped programs currently exist.

#### **Student Bathrooms:**

There is a boys' and girls' bathroom located on the second floor section of this school (Wing A). There is a boys' and girls' bathroom on the first floor located at the hall between Wing B and Wing C, and there is a boys' and girls' bathroom at the entrance to Wing D. Each classroom within Wing D has a coed bathroom (6). Located in Room 19 is a bathroom that includes a changing station for diapered students. Bathrooms are adequate for the current level of students.

#### **Staff/adult Bathrooms:**

There is one bathroom for kitchen workers located in the entrance hall leading into the kitchen. There is one bathroom for teachers located in the teachers' room (1). There is one bathroom in the nurses' area adjacent to the main office, and on the upper floor (wing A) within the RTI room there is an adult bathroom. There are a total of four staff bathrooms which is low for the amount of teachers in this building, but only two are used the majority of the time by staff.

#### **Construction:**

The oldest wings, A and B, are cement block construction. Heat and fresh air are distributed by unit-ventilators located in each classroom. These wings have a flat membrane roof with non powered exhaust fans used for ventilation.

Wing C, built in 1974, is the area directly left of the office as you enter the building. This area is brick and block construction, slab on grade and heat is distributed to each room by unit ventilators. This area has a flat membrane roof and non-powered exhaust vents.

The gym area along with the office is located in Wing D which is to the right of the office as you enter the building. This addition was built in 1984 using brick and block construction, slab on grade, heated with fin tube radiation, and has one air handler unit which brings fresh air into the school. The roof is pitched and was shingled in 2013.

**Major Work Expected:**

Morse Street School is in good condition but larger capital items will be required to maintain this building. Two of the large flat roofs are approaching the halfway point in their life cycle at an estimated cost of \$100,000. Within the next ten years, windows will be in need of replacement at an estimated cost of over \$200,000. The two HB Smith boilers due in 2034 will likely cost over \$200,000.

**Major Capital Expenses Completed:**

Unit	Year Completed	Life Span	Replacement Year
Boiler 1 HB Smith	1997	35	2032
Boiler 2 HB Smith	1997	35	2032
Burner Autoflame (2)	2015	35	2045
Carpet wing A & B	2013	20	2033
Carpet wing C	2015	20	2035
Carpet wing D	2015	20	2035
Clock system	2012	20	2032
Elevator	1990	30	2020
Fire alarm	2005	20	2025
Fuel tank	1999	50	2049
Lighting parking area	2018	10	2028
Phone system	2010	15	2025
Playground equipment	2017	20	2037
Roof wing A	2006	30	2036

Roof wing C	2006	30	2036
Roof wing D	2013	30	2043
Roof gym	2013	30	2043
Siding vinyl	2000	30	2030
VCT lobby hall & wing D	2016	50	2066
VCT gyn	1983	50	2033
Water heater	2011	25	2036
Windows A&B wing	1983	45	2028
Windows C wing	1979	45	2024
Windows D wing	1983	45	2028

**Recommendations:**

MSS is the oldest school in RSU 5. Currently, the primary concern is capacity if enrollment continues to increase. Due to the size of the property and the school footprint, services of an architect would be required. There may be a way to build additional space over the C Wing.

## **Pownal Elementary School**

Pownal Elementary School (PES) houses Pre-k through grade 5. The total square footage is 21,253 square feet, constructed in 1967. It was built in two stages with the gym/cafeteria/stage area being added in the 1970's. The Pownal Elementary School property is located in a rural area on a large lot which includes an outdoor basketball court and a large playing field for sports. A large playground which was updated in 2017 remains in good condition with some room available for expansion. The playing area is large enough to serve the current needs of the students. This school is situated on five acres of property.

### **PES Classrooms:**

There are eleven full sized classrooms at PES. Additionally, there is a classroom sized library, a recently renovated Main Office which includes a nurse's room and conference room. There is a small occupational therapy/physical therapy room at the front of the school and a special ed classroom at the end of the main hallway. The gym/cafeteria houses a small PE office and a small music office/room. There are 4 closet sized areas of less than 80 square feet used for various offices. There is a teachers' room located off the main hall and a small staff bathroom next to the teachers' room.

The gym, cafeteria, and stage all share the same space and the transition from gym class to lunch can be a challenge but is possible and is done daily.

### **Currently, Full Sized Classrooms House:**

Kindergarten	Library
Grade 1	Special Ed
Grade 2	Art
Grade 3	Music
Grade 4	Computer Lab
Grade 5	

### **Enrollment:**

Over the past few years, enrollments have been fairly stable. Total enrollment in the fall of 2020 is projected to be 111, seven students more than currently attends. Class sizes are within the recommended class size most years.

**Housing in Pownal:**

In 2018 there were 18 permits issued for single family dwellings.

In 2019 there were 10 permits issued for single family dwellings.

So far in 2020 there is one permit issued for a single family dwelling.

The construction of PES is wood framed, single story slab on grade building, built in the nineteen sixties with an addition in the early nineteen seventies. It is heated with a single boiler and fin tube radiation. Added in 2017 were three air handling units to bring fresh air into the school. The exhaust air is done through non-powered relief on the rooftop. The gym and office area were an addition in 1973. Most of the roof at this school is pitched shingle style, but a roof over the office is a membrane type material and is on the current 5 year capital plan for replacement.

If further classroom space is needed, a temporary portable classroom building could be added, or there is room for expansion at the current location. The other possibility for additional space would be for subjects like art or STEM to share a space.

**Major Work Expected:**

The roof over the office area is in need of replacement along with a total window replacement. Both of these jobs are on the capital plan for FY 21. PES will also need a phone system replacement and some remodeling to the bathrooms in the gym area. Both are on the capital plan for FY 24.

In 2019 we installed a 50 kw generator to keep the heat and water working during a power outage. Currently this generator is being fitted to power the entire building.

**Student Bathrooms:**

There is a boys' bathroom (3 fixtures) and a girls' bathroom (3 fixtures) located in the gym. There is a boys' bathroom off the main hall (4 fixtures) and a girls' bathroom off the main hall (4 fixtures). Within the kindergarten room, there are two small bathrooms with very small toilets used by the pre-k and K students. Within the special education room, there is a bathroom with a shower.

**Staff/adult Bathrooms:**

There is a teachers' bathroom located next to the teachers' room. Bathrooms are adequate for staff and students in this building. The school has a large septic tank and field which is serviced each year by an outside vendor.

**Construction:**

Pownal School is a wood framed 21253 sq. ft. building. It has a pitched roof with a 35 year architectural style of asphalt shingles. This school is heated with one boiler and water is supplied by a well located on the property. There is a large playing field used for soccer and other sports and a large playground to the rear of the building.

**Major Capital Expenses Completed**

Unit	Year Completed	Life Span	Replacement Year
Boiler	2018	30	2048
Burner Autoflame	2012	25	2037
Clock system	2015	20	2035
Carpet all	2013	20	2033
Fire alarm	2013	20	2033
Septic tank	2019	50	2069
Lighting parking	CMP	CMP	CMP
Phone system	2006	15	2021
Playground equipment	2015	15	2030
Roof main front	2011	25	2036
Roof main rear	2005	25	2030
Roof office area	1995	25	2020
Roof gym	2014	25	2039

**Recommendations:**

PES is the smallest school in RSU 5. Currently, there are no capacity issues. If they arose, there is plenty of space for an expansion or whatever renovations may be needed.



## **Mast Landing School**

Mast Landing School (MLS) houses grades three through five. The total square footage is 43,714 square feet, constructed in 1990. The MLS property is located just outside of town on outer Bow Street. A large playground which was updated in 2017 remains in good condition with some room available for expansion. The play area is large enough to serve the current needs of the students. Parking for large events such as student concerts is a challenge and areas for expansion for parking are limited.

### **Classrooms:**

There are 18 full sized classrooms at MLS. Other rooms include the school library (room 24), a music room (3), computer lab room (S3), and a teachers' room with a work room connected to it. There are three very small rooms located in the lower area used for one on one work. The cafeteria includes a stage for student activities as well as being the lunch room. The lower level includes three teacher/staff prep rooms. There are three small rooms in the lower level that were formerly offices for the three teaching principals. These rooms are currently being used for small meeting rooms. The principal's office is located just to the rear of the large main office, and the nurse is located within the main office also. There are four additional rooms not quite full sized which are used for guidance, special ed, and two for RTI.

### **Currently, Full Sized Classrooms House:**

Grade 3 (4)	Special Ed
Grade 4 (4)	Laugh and Learn
Grade 5 (5)	Computer Lab
Life skills (2)	Activity Room
STEM Classroom	

### **Enrollment:**

Over the past few years, enrollments have been decreasing each year, from 256 in 2018 to 234 in 2019 and 222 projected for 2020. The target for class sizes is 20. Total enrollment in the fall of 2020 is projected to be 222, a reduction of 12 students. Large class sizes from Morse Street School will increase the student population to 83 3rd graders for 2021 and 86 in 2022.

In 2019, Laugh and Learn was moved into Mast Landing School from MSS to help alleviate space issues at MSS. As the larger class sizes reach MLS, this may pose another space issue for Community Programs at that time.

### **Housing In Freeport:**

There were 54 permits for new houses taken out in the Freeport planning office for 18/19.

So far this year there have been permits for 24 units. There is a plan to build a gated community with 50 units on site in the Hunter Road area. The Freeport planning department feels most of the 54 units (houses) will be built along with the gated community.

Currently, there is adequate space at MLS. Space for an addition is limited because of the topography of this property. The services of an engineering firm may be required if more classroom space is needed.

#### **Student Bathrooms:**

There is a boys' and girls' bathroom with 3 fixtures in each located on the main (upper) floor section of this school along with two single boys' and girls' bathrooms. The lower level has three single boys' and girls' bathrooms. The life skills' rooms share a bathroom between the two rooms.

#### **Staff Bathrooms:**

There is one bathroom for kitchen workers located within the kitchen. There is a bathroom for teachers located in the teachers' room. Additionally, there is a teachers' bathroom located on each end of the upper main hall and a teachers' bathroom on each end of the lower main hall, for a total of six bathrooms for staff to use. Bathrooms are adequate for the current level of staff and students.

#### **Construction:**

Mast Landing School was constructed using brick and blocks. The roof currently is an EPM ballasted type, but this roof is at the end of its life cycle and is scheduled for replacement in FY 22. I would recommend a fully adhered roof system to make a solar panel installation easier if that becomes a goal in the future (repairs are also easier).

#### **Major Work Expected:**

Other than the roof there are no major construction plans for this building in the five year capital budget cycle.

#### **Major Capital Expenses Completed**

Unit	Year Completed	Life Span	Replacement Year
Boiler 1 Burnham	2017	30	2047
Boiler 2 Burnham	2017	30	2047
Burner Autoflame (2)	2017	20	2037
Carpet wing upper level	2013	20	2033

Carpet lower level	2012	20	2032
Carpet wing D	2012	20	2032
Clock system	2017	20	2037
Elevator	2018	20	2038
Fire alarm	2015	20	2030
Underground fuel tanks	1999	50	2049
Lighting parking area	2020	10	2030
playground	2014	20	2034
Security	2016	20	2036
Windows	2017	28	2048

**Recommendations:**

Mast Landing School is in good shape with major components having been replaced within the last ten years. There is no anticipated need for expansion in the near future.

## **Durham Community School**

Durham Community School (DCS) houses Pre-k through grade 8. The total square footage is 87,940 sq.ft, constructed in 2009. The Durham Community School property is located on Route 9 on approximately seven acres. A large playground which was built in 2010 remains in good condition with room available for expansion. This playground is large enough to serve the current needs of the students. Additionally, there are softball and baseball fields and a large soccer/sports field on this property. To the south of the building, just inside the woodline, a ropes course is maintained. A large parking lot seems to be sufficient for event parking as well as day to day parking for staff.

### **Classrooms:**

There are 35 regular sized classrooms in use for everyday instruction. Another space includes the school library. There are rooms available for social work, guidance, speech, occupational therapy, academic support. The science room also has an outside classroom located on a section of roof. The large gym has a boys' and girls' locker rooms with showering facilities in each. The stage has access from the gym on one side and the cafeteria on the other.

There is a large nurses' area just off the main office area. The main office suite includes a conference room, a work room, an office for the principal and for the assistant principal, and a staff bathroom.

### **Currently, Full Sized Classrooms House:**

PreK (1)	6 (3)	Special ed (3)
K (3)	7 (3)	Choices (1)
1 (3)	8 (3)	Discovery (1)
2 (2)	Stem (1)	
3 (2)	Art (1)	
4 (3)	Computer (1)	
5 (3)	Music (1)	

### **Enrollment:**

Over the past few years, enrollments have been increasing each year. Total enrollments in the fall of 2020 are projected to be 443, an addition of 5 students from the 2019 enrollment of 438. The 2019 enrollment was 438, an increase of 16 from the 2018 enrollment of 422. Class sizes fluctuate from grade to grade, sometimes falling within the recommended target areas.

**Housing in Durham:**

There were 18 building permits taken out last year in Durham and only three taken out so far this year in 2020.

**Student Bathrooms:**

Durham Community School has 31 single bathrooms located throughout the school on both the upper and lower levels. A boys' bathroom with four fixtures and a girls' bathroom with four fixtures is located next to the STEM room on the first floor. Kindergarten classrooms have bathrooms located inside of the rooms.

**Staff Bathrooms:**

The staff have access to a bathroom located in the back hall near the kitchen, in the main office suite, in the nurse's office, in the 3-4 wing hall, and on the second floor for a total of five bathrooms for staff to access. Bathrooms are adequate for staff and students in this building. The school has a large septic tank and field which is serviced each year by an outside vendor.

**Construction:**

Durham school is constructed using brick and block construction. This building is heated and cooled using Geothermal technology with ten heat pumps. The majority of the roofs are pitched and covered with asphalt shingles. A smaller section of the roof is covered with an EPDM membrane.

**Major Work Expected:**

The four remaining heat pumps are slated to be replaced in the summer of 2020. On the horizon, the door locking system panels are beginning to fail and parts are very difficult to find. Irrigation may be added to the sports' fields in the future.

**Major Capital Expenses Completed**

Unit	Year Completed	Life Span	Replacement Year
Heat pumps (3)	2018	25 years	2043
Heat Pumps (3)	2019	25 years	2044
Heat Pumps (4)	2020	25 years	2045

**Recommendations:**

DCS is our newest building at ten years old. There is no anticipated need for expansion in the near future at this building.

## **Freeport Middle School**

Freeport Middle School (FMS) houses grades 6 through 8. The total square footage is 61,523 sq ft., constructed in 1985. There were two additions (along with some renovations) added in 2001.

### **Classrooms:**

There are 27 full sized regular classrooms in this school. Other rooms include a life skills' room, a large library, and a large STEM room. The cafeteria has a stage. This building has a full sized gym with both girls' and boys' locker rooms. Staff has a dedicated teachers' room and an area for prep work. There are rooms for guidance and Title 1. The office area includes a nurses' area recently expanded and a conference room.

### **Currently, Full Sized Classrooms House:**

6 (5)	Spec ed (4)
7 (5)	RTI (1)
8 (5)	Math (1)
Library (1)	World Language (2)
Art (1)	Music (1)
Health (1)	

### **Enrollment:**

Over the past three years, enrollments have been decreasing each year. Total enrollment in the fall of 2020 is projected to be 321. Total enrollment for 2019 was 347 and total enrollment for 2018 was 351 students.

### **Housing in Freeport:**

There were 54 permits for new houses taken out in the Freeport planning office for 18/19. So far this year there have been permits for 24 units. There is a plan to build a gated community with 50 units on site in the Hunter Road area. The Freeport planning department feels most of the 54 units (houses) will be built along with the gated community. With the current trend of decreasing enrollment, there are no current space issues at FMS.

### **Student Bathrooms:**

There are seven single bathrooms for student use, two on the upper level and five on the lower level. Also located at the gym entryway, there is one boys' bathroom with two fixtures and one girls' bathroom with two fixtures. In the main hall upstairs, there is a boys' bathroom with three

fixtures and a girls' bathroom with three fixtures. This is an adequate number to serve the current student population.

**Staff Bathrooms:**

The teachers have a single toilet room located at the entry to the staff lounge. Upstairs there is a single toilet room located at the entry to the STEM room. There is also a bathroom located in the custodial room used only by custodians. The nurses' office has a small toilet room, and the kitchen also has a bathroom used solely with kitchen staff, for a total of five staff bathrooms. Bathrooms are adequate to serve the current staffing at FMS.

**Construction:**

FMS was built in 1985 with two additions added in 2001. This school is built with steel framing construction and is built slab on grade.

**Major Work Expected:**

Major capital work for the middle school will be replacement of siding on all of the building; this old cement board siding is failing and we do many repairs throughout each year. Windows will need to be addressed within the next ten years. The parking area is limited and an expansion should be considered within the next ten years. The siding is scheduled to be replaced in the next 5 years, exterior doors and door frames are in need of replacement.

Reconfigure the multi-purpose athletic field layout.

Benefits:

- creates a third playing field for soccer, field hockey, lacrosse
- would allow baseball, softball, and boys & girls lacrosse to be played simultaneously
- reduces overuse, overcrowding, overlapping
- reduces busing to Hunter Rd for practices

**Major Capital Work Completed:**

Unit	Year Completed	Life Span	Replacement Year
Pavement	2015	20	2035
Boilers (2)	2012	35	2047
Carpet library	2014	15	2029
Clock system	2011	20	2031
Elevator	2014	30	2044

Phone system	2019	20	2039
Roof gym area	2013	30	2043
Roof main	2008	30	2038
Roof 7th & 8th wing	2002	30	2032

**Recommendations:** There is no anticipated need for expansion in the near future at Freeport Middle School, other than the enlargement of the parking area. Begin exploring the scope and cost of reconfiguring the multi-purpose athletic field layout.



## **Freeport High School**

Freeport High School (FHS) houses 9 through 12. The total square footage is 110,000 sq ft, constructed in 1961. There was an addition of the library wing in 1974. The gym addition was added in 1985. The science wing and auditorium were added in 2002. In 2017, the 700 wing was added along with a major renovation to the 100, 200, and 300 wings.

### **Classrooms:**

There are 44 full sized classrooms in the high school along with a five hundred seat auditorium and a large gym capable of seating 600 in the bleachers. This school has two full sized art rooms including photo dark & light rooms. There is a large STEM room and also classroom used for STEM located in the 300 wing along with the large library. Chorus and band each have their own spacious rooms. A new cafeteria was built with the latest addition in 2017 along with a full service kitchen and serving area. The fitness area has both a room for cardio workouts and weight training. The nurse's area located near the main office includes a waiting area, separate examining space, and a bedside space for patients. Guidance is located in the 200 wing west which includes three small meeting rooms and a large waiting/reception area. Nearby are two social worker rooms. There is a print shop located in the main hall which services all of the RSU 5 schools. The main office suite includes offices for the principal, the vice principal, the principal's secretary, the school liaison officer, the athletic director and front office staff. There is a large conference room and a smaller meeting room located in the wing. There are several common areas where students can meet and socialize and several small rooms where teachers can meet with students.

Currently, Full Sized Classrooms House:

Science (6)	Band (1)	Endeavor (2)
Stem (2)	Art (2)	Chorus (1)
languages (4)	Math (7)	Study Hall (1)
Special Ed (3)	Social Studies (5)	Health (1)
English (7)		Weight room (2)

### **Enrollment:**

The enrollment has been trending upwards over the past ten years to include 100 more additional students. Total enrollment in the fall of 2020 is projected to be 618. Total enrollment for 2019 was 580 and total enrollment for 2018 was 582 students.

When the addition was added to this school the total enrollment goal was to serve 650 students and a section on the new 700 wing was built to enable an additional story if needed in the future.

**Student Bathrooms:**

There are 10 multiple stall bathrooms located throughout the high school, a boys' and girls' bathroom in the 100 wing main hall, a boys' and girls' bathroom in the auditorium lobby, a boys' and girls' bathroom in the cafeteria entry, a boys' and girls' bathroom in the entry to the new 700 wing. Two more multiple bathrooms are located behind the weight room and gym; these remain open for events on the turf field. There are single bathrooms located in the 300 wing, two designated as gender neutral along with an additional gender neutral bathroom in the 400 wing. All student bathrooms are ADA accessible.

**Locker Rooms:**

There are 3 locker rooms: 2 downstairs off the gymnasium and one located upstairs. The two downstairs locker rooms are used daily for physical education, health, and wellness classes - as well as after school practices and games. The upstairs locker room is only used during the winter season for home basketball games and during the spring for boys lacrosse. The downstairs boys' locker room is equipped with an antiquated "gang" shower and is not utilized by students and athletes. This locker room should be updated and remodeled.

**Staff Bathrooms:**

Both teachers' rooms have two bathrooms. The main office has its own bathroom for use by the office staff and there is a small bathroom near the guidance area for use by teachers near this location. The kitchen has a bathroom for kitchen staff to use. The nurse has a bathroom located in her office. There is a single bathroom in the coaches' area used mainly by the gym staff during school. There is a teachers' bathroom located in the 300 wing. There appears to be adequate bathrooms throughout the school at this time for staff use.

**Construction:**

Freeport High School is constructed out of brick and block on the main building, and steel and brick on the 700 wing addition. It hosts a state of the art auditorium, a highly functioning cafeteria, and a turf field including an eight lane track.

**Major work expected:**

Major capital work on the high school will be to add air conditioning to the weight room (split system). Additionally, door controls will be added to enable locking down sections of the building while other sections remain open for events.

**Major Capital Work Completed:**

Unit	Year Completed	Life Span	Replacement Year
Pavement	2018	20	2038
Boilers (2)	2015/ 2008	35	2047
Carpet library	2018	15	2033
Clock system	2018	20	2038
Lighting interior	2017	15	2032
Phone system	2019	20	2039
Roof Library	2018	30	2048
Roof main	2017	30	2047
Roof 200 wing east	2018	30	2048
Lighting Exterior	2018	20	2038
Parking lot paving	2018	20	2038
Ceilings 100,200,300	2018	30	2048

**Recommendations:**

FHS is newly renovated and has the capacity to serve the current enrollment. If in the future more space is needed, the new 700 wing was built to enable an additional story.

## **Central Office and Community Programs**

The Central Office located at 17 West Street houses the superintendent of schools, school nutrition, operations and transportation, special education, the school business office and community programs.

There are 15 offices in this building and a conference room. There is also a garage area which has a two room vault for required paperwork storage. A basement is located under the main structure which holds the boiler and a variety of equipment used by Community Programs.

### **Bathrooms:**

There are two bathrooms, one located on the first floor and one small bathroom on the second floor. These bathrooms are adequate for the use of the current staff at this building.

### **Building Construction:**

The RSU 5 Central Office is a 5000 sq. ft. building with wood construction. The roofs are pitched and covered with a 35 year architectural style of asphalt shingle. There is vinyl siding on the building completed in 2016. In 2019 a new phone system was installed. In 2007 a new boiler was installed and in 2014 natural gas was brought into the building to use as heating fuel.

### **Major Work Expected:**

The windows located in the business office are scheduled to be replaced in the upcoming FY21 capital budget.

### **Capital work completed :**

Unit	Year Completed	Life Span	Replacement Year
Parking lot paving	2013	20	2033
Roof over business office and garage	2016	30	2046
Phone system	2019	15	2034

**Recommendation:** There are no plans for expansion at the RSU 5 Central office at this time. The parking lot can get full at times, but there is no room to expand the parking lot. Community Programs has needed to move its Pre-k and daycare programs recently due to a lack of space. Alternative space for Community Programs needs to be explored.



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

Item # 11.B.

*"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

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**Finance Subcommittee Report**

**Date:** May 19, 2020

**Committee:** Finance

**Chair:** Kate Brown

**In attendance:** Kate Brown, Michelle Ritcheson, Jeremy Clough, Becky Foley, Scott Vaitones

**Absent:**

**Meeting Date:** May 19, 2020

Committee discussed the latest information from MSMA about the annual budget meeting. There seems to be the possibility that the annual budget meeting will be waived for this year. There would be a vote on the total amount at the July 14 referendum vote. There probably would be separate questions on nutrition, adult education, Article 19, Article 13, and Region 10. We should know something by the end of the week.

When one day's pay was removed from every employee's lines for the furlough day, there was a savings of about \$45,000 that was moved to contingency.

The committee reviewed warrants and discovered a discrepancy in article 1 and article 8. Scott Vaitones, interim business manager, will research and send out revised warrants to the finance committee in time for the corrected version to go in the Board packet.

No future finance committee is needed at this time.



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

Item # 11.C.

*"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

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**Strategic Communications Committee Report**

**Date:** May 15, 2020

**Committee:** Strategic Communications

**Chair:** Candy deCsipkes

**In attendance:** Candy deCsipkes, Valy Steverlynck, Susana Hancock, Lindsey Furtney

**Absent:** None

**Meeting Date:** May 15, 2020

The Committee worked on the flyer that will be sent to every household to give them information about the most recent reductions to the revised adopted budget from the May 13th Board meeting.

The Committee then brainstormed the different ways to communicate about the budget reduction which included the following:

- News articles -- Portland Press Herald and Times Record (possibly ask about putting something in The Forecaster)
- Mailing the budget flyer
- Sending the flyer to the 3 towns; asking them to get it to Town Council, Selectmen
- Place flyers at town offices and at a key location(s) in each town
- Asking principals to put something in their newsletters/communications
- Letter to the Editor -- Portland Press Herald: sent May 18
- Newsletter for staff and family
- Post on social media -- Facebook -- All Things Durham, Pownal, Freeport
- Ask board members to send something on their social media sites
- Post on the RSU5 website.
- Include something about the May 27th Q&A where the timing of the communication works.

Committee discussed the letter to the editor. Becky will draft tomorrow, place in a google document for all committee members to provide feedback.

Another meeting will be needed to discuss the Satisfaction Survey.



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**Policy Subcommittee Report**

**Committee:** Policy

**Zoom Meeting date:** May 1, 2020

**Chair:** Candy deCsipkes

**Committee Members in attendance:** Candy deCsipkes, Kate Brown, Maddy Vertenten, Cynthia Alexander

**Absent:** N/A

**Guests:** Jen Gulko

**Review/Revise Policies:**

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

DO Approval for New Programs

KDA Public Information Program

KE Public Concerns and Complaints

KEB Complaints About School Personnel

LDA Student Teaching and Internships

*The following policies were revised and will be brought to the Board for 1st read on May 27, 2020*

BBA Board of Directors Powers and Responsibilities

IKF Graduation Requirements

**NOTE:** Policy IKF Graduation Requirements will be a separate item on the agenda. The Board discussion will focus on the revisions that align with our current mission and vision.

*The following policy was developed and will be brought to the Board for 1st read adoption on May 27, 2020.*

BEB Board Member Use of Social Media (proposed NEW policy)

The next meeting will be held virtually on June 5, 2020 at 8:30 a.m.

Submitted by: Cynthia Alexander



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

Item # 12.A&B.

*"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:** Kathryn Brown, Jeremy Clough, Candace deCsipkes, Lindsey Furtney, Jennifer Galletta, Susana Hancock, Elisabeth Munsen, Maura Pillsbury, Michelle Ritcheson, Valeria Steverlynck, Madelyn Vertenten, Rhea Fitzpatrick, Liam Hornschild-Bear

**CC:** Julie Nickerson, Lisa Demick, Kelli Rogers, Ray Grogan, Erin Dow, Dennis Ouellette, Will Pidden, Craig Sickels, Jim Grant, Peter Wagner, Jen Gulko, Bonnie Violette, Emily Grimm, Conor Walsh, Charlie Mellon, Ann Cromer, Anne-Marie Spizzuoco, Beth Daniels, Deanna Coro, Pauline Gillis, Shawn McBean, Dorothy Curtis, Eugenia O'Brien, Hank Ogilby, Lisa Blier, Linda Pritchard, Jennifer Winkler, Nancy Drolet, Nancy Dyer, Jessica Sturges, Nancy Decker, Alicia DeRoche

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

**DATE:** May 14, 2020

**RE:** Review/Update of Policies

At the May 27, 2020 Board of Directors Meeting, the following policies will be on the agenda for 1<sup>st</sup> Read, 2<sup>nd</sup> Read and Review.

1<sup>st</sup> Read Policies

BBA - Board of Directors Powers and Responsibilities

BEB - Board Member Use of Social Media (proposed new policy)

IKF - Graduation Requirements (separate voting item)

2<sup>nd</sup> Read Policies

BHC - Board of Directors Communications with Staff

The following policies were reviewed with no recommended revisions and require no Board action.

DO - Approval for New Programs

KDA - Public Information Program

KE - Public Concerns and Complaints

KEB - Complaints About School Personnel

LDA - Student Teaching and Internships



## **BOARD OF DIRECTORS POWERS AND RESPONSIBILITIES**

The Board of Directors, in partnership with the Superintendent, shall have overall responsibility for RSU No. 5 which includes general charge of all the public schools of this unit and shall exercise such other responsibilities as specifically provided by law.

The Board, in partnership with the Superintendent, is responsible for providing leadership to guide the mission and direction of RSU No. 5. Board members will act as stewards of RSU No. 5 to ensure dedication to and use of assets and resources for the benefit of all schools in the RSU No. 5 system. The Board ensures that all RSU No. 5 Board-sponsored or supported activities are consistent with ~~the Board's mission to promote educational excellence throughout the unit.~~ RSU No. 5's educational mission and vision.

The Board shall concern itself with questions of policy and objectives rather than with administrative details. The application of policies and objectives is an administrative task to be performed by the Superintendent and ~~his/her~~ staff, who shall be held responsible for the effective administration of board policies and objectives and supervision of the entire school system.

The Board, functioning within the framework of laws, court decisions, attorney generals' opinions, and similar mandates from the state and national levels of government, and recognizing the authority of the state, fulfills its duties:

- A. Sets and enacts policy;
- B. Selects, employs and evaluates the Superintendent;
- C. Provides for the planning, expansion, improvement, financing, construction and maintenance of the ~~physical plant~~ facilities and grounds of the school system;
- D. Prescribes the minimum standards needed for the efficient operation and improvement of the school system;
- E. Requires the establishment and maintenance of records, accounts, archives, management methods, and procedures incidental to the conduct of school business;
- F. Approves new programs and services as set forth in policy DO.
- G. Approves the budget, financial reports, audits, major expenditures, payment of obligations, and policies whereby the administration may formulate procedures, regulations, and other guides for the orderly accomplishment of business;
- H. Estimates the funds necessary from taxes for the operation, support, maintenance and improvement of the school system;

- I. ~~Adopts courses of study;~~ Approves recommended Program of Studies;
- J. Provides staff and instructional materials aids;
- K. Reviews curriculum as set forth in policy IGA.
- L. Evaluates ~~how effectively the educational program to determine the effectiveness with which the schools~~ are achieving the educational purposes of the district school system;
- M. Provides for the dissemination of information relating to the schools necessary for creating a well informed public;
- N. Approves/disapproves personnel nominations from the Superintendent and determines (where appropriate via collective bargaining) compensation and working conditions of all staff; and
- O. ~~Monitors Oversees~~ the activities of the Board sub-committees, and task forces, and ~~vested.~~ maintains awareness of relevant community groups.

Legal Reference: 20A MRSA § 100 1

Cross Reference: AD Educational Mission and Vision  
DO Approval for New Programs  
IGA Curriculum Development and Adoption

Adopted: July 8, 2009  
Revised: October 28, 2009  
Reviewed: January 26, 2011  
Reviewed: December 18, 2013

## **BOARD MEMBER USE OF SOCIAL MEDIA**

The Board recognizes that many, if not most, of its members are active users of social media, including but not limited to, online platforms such as Facebook and Twitter, and other digital media such as blogs and personal websites. The Board understands that while social media can be a positive tool for supporting schools and encouraging community engagement, Board members need to be aware of the legal and ethical considerations that arise when they post, “message,” or otherwise interact with others on social media platforms.

It is not the intent of this policy to interfere with or restrict a Board members’ freedom of speech, but to set standards for social media conduct that are consistent with law and Board policy, including the Board’s Code of Ethics.

Board members shall comply with the following provisions:

- Board members shall not post on social media or engage in online discussions as a substitute for deliberations at Board meetings. Board members should be aware that social media activity can be perceived as a meeting if a sufficient number (a quorum) of Board members are involved on the site to influence or determine the course of action that will be taken by the Board, even if other people are posting to the site as well.
- Board members should be aware that any posting that pertains to school unit matters may create a “record” that is subject to laws and regulations pertaining to the retention and disposition of local government records, and to discovery in legal proceedings involving the Board or the school unit.
- Board members shall avoid disclosing confidential or personally identifiable information about students (including images), school unit employees, or Board matters or discussions that have taken place in executive sessions. Board members shall comply with the same standards as school employees with regard to confidential information.

Board members shall adhere to the following ethical guidelines when using social media in their role as public officials.

Board members shall:

- Recognize that they have no authority to speak on behalf of the Board unless specifically designated to do so, and make it clear that they are speaking in their individual capacity;
- Feel free to invite the public to upcoming school district events, share information about public hearings on bills that affect the schools, and share links to public information about the district (e.g. the proposed budget), and the like, but be clear that they are doing so as an individual and not in any official capacity;
- Conduct themselves on social media in a manner that reflects well on the Board and on the school unit, and with the decorum expected of an elected official;
- Avoid posting in anger, even when provoked;

- Refrain from harassing, defaming, or disparaging fellow Board members or others based on racial, religious, or other personal characteristics;
- Keep deliberations within meetings of the Board;
- Take care to avoid disclosing confidential or personally identifiable information about students (including images), school unit employees, or Board discussions that have taken place in executive sessions;
- Avoid posting information that is misleading or inaccurate or which has not been released to the public;
- Not make any promise that they will vote in a particular way;
- Avoid posting content that indicates they have reached an opinion on a pending matter;
- Direct persons presenting concerns or complaints through social media to follow the Board's policy pertaining to public concerns and complaints;
- When summarizing discussion or action that took place at Board meetings, share only information from open meetings and make it clear that the posting is not an official record of the meeting. A Board member should never disclose discussions that have occurred in executive session.
- Retain electronic records, including the Board member's own posts and content others post to the Board member's account when required to do so by law, regulations, or legal process.
- Comply with the school unit's acceptable use rules, as applicable to school unit employees, when using school-unit owned devices or technology resources, or when accessing the Internet through the school unit's network using a personal device.

Legal reference: 1 MRSA § 401 et seq.  
20-A MRSA § 6001-6002  
20 USC § 1232g

Cross Reference: BBAA–Board of Directors Member Authority and Responsibilities  
BCA–Board of Directors Member Code of Ethics  
BEC–Executive Sessions  
GBJ–Personnel Records and Files  
JRA–Student Education Records and Information  
KE–Public Concerns and Complaints

Adopted: \_\_\_\_\_

## **BOARD OF DIRECTORS COMMUNICATIONS WITH STAFF**

The Board of Directors recognizes that discussion of educational issues is vital to the ~~development of a world-class education system~~ fulfillment of our mission. All members of the organization and larger community share a common and basic responsibility – the education and welfare of the children in the schools. ~~The Board values communication about these general and global educational responsibilities.~~ The Board values communication about educational responsibilities and also recognizes that there must be a clear ~~communication~~ protocol in place to resolve specific issues for an efficient school system.

### **Board of Directors and Superintendent**

The relationship of the Board of Directors and the superintendent can best be described as one of teamwork. They must function cooperatively as some of their functions are not readily separable. However, the primary functions are separable and should be clearly understood by each. The Board of Directors is the legislative body of the school unit. It exercises its mandated management of the schools through the formation of policies.

The superintendent is the executive officer of the Board of Directors and the chief administrative officer. The Board of Directors recognizes this and wishes to make this clear to all staff members and to all citizens.

All communications or reports to the Board of Directors, or to any sub-committee of the Board, from principals, supervisors, teachers, or other employees shall be submitted through the superintendent.

### **Board of Directors and Principal**

The school principal has no direct administrative relations with the Board of Directors. ~~His/her~~ Their relations to the Board are through the superintendent, for the Board of Directors recognizes that the superintendent is the person to whom it must look for professional leadership within the schools. A spirit of cooperation and mutual helpfulness must prevail between the superintendent and the principal if the best results are to be realized. For instance, the principal and the superintendent must cooperate in the selection of school staff because the principal is in the best position to know the kind of person needed for a particular type of service in the school. However, the principal must make recommendations to the superintendent and not to the Board of Directors. At all times the principal must remember that all matters which require Board action must be presented to the Board by the superintendent.

### **Board of Directors and Teachers**

The relationship of the teacher to the Board of Directors is indirect. The teacher is directly responsible to the principal and through ~~him/her~~ them to the superintendent, and

then to the Board of Directors. However, this does not mean that the teacher does not have access to the superintendent or to the Board. Conditions may arise when direct access may be obtained through established communication channels.

Cross Reference:     BEDH – Public Participation at Board of Directors Meetings  
                          KE – Public Concerns and Complaints  
                          KEB – Complaints About School Personnel

Adopted:     November 18, 2009  
Revised:     April 27, 2011  
Reviewed:    February 26, 2014  
Revised:     \_\_\_\_\_

## **GRADUATION REQUIREMENTS**

~~Before entering high school, students need to know the requirements for attaining a high school diploma in order to plan an appropriate, sequential, educational program to meet that goal.~~

~~RSU No. 5 is in the process of implementing proficiency-based teaching and learning and transitioning, over a period of five years, from traditional graduation requirements to proficiency-based diploma requirements.~~

~~These new graduation requirements will require that students demonstrate proficiency—provide evidence—that they have achieved expected learning standards, and acquired the knowledge, skills, and work habits that will prepare them for postsecondary education and viable careers.~~

~~When fully implemented, these new diploma requirements will require students to demonstrate that they have met the expectations associated with the content standards and Guiding Principles of the Maine Learning Results.~~

### **~~I. DIPLOMA REQUIREMENTS FOR STUDENTS GRADUATING IN THE CLASS OF 2018~~**

~~A. As a minimum for graduation from high school, students graduating in the Class of 2018 must have completed successfully a total of 22 one-year course equivalents (credits) at the secondary level (grades 9 through 12).~~

~~Of these credits, twelve and one-half (12 ½) required credits are specified by the State of Maine. They are:~~

- ~~1. English—4 credits;~~
- ~~2. Social Studies and History, including one year of American History and Government—2 credits;~~
- ~~3. Mathematics—2 credits;~~
- ~~4. Science, including at least one year of laboratory study—2 credits;~~
- ~~5. Fine Arts, which may include art, music, forensics or drama—1 credit;~~
- ~~6. Health—1/2 credit; and~~
- ~~7. Physical Education—1 credit.~~

~~B. In addition, the Board requires the following nine and one-half (9 ½ credits):~~

- ~~1. One year of a world language—1 credit;~~
- ~~2. A third year of math—1 credit;~~
- ~~3. A third year of social studies—1 credit;~~
- ~~4. Two additional years of science—2 credits;~~

~~5. One half of the P.E. credit must be Foundations of Fitness~~

~~6. Four and one-half elective credits.~~

~~C. Elective credits may be selected by the student based upon the student's interests, abilities, and the requirements of the field that the student plans to enter upon graduation.~~

~~In order for a student to participate in graduation, the student must have successfully completed all of the above-listed requirements.~~

#### Alternative Means of Earning Credits

~~A student who is deficient in these requirements or wishes to meet these requirements through alternative means may earn and apply credits toward graduation in accordance with the provisions of this section.~~

~~A student who wishes to meet a credit requirement through an alternative method must have prior written approval as specified through this section. A student may earn credits with prior written approval from his/her guidance counselor and the high school principal as follows:~~

- ~~A. Course work offered through RSU No. 5 Adult Education;~~
- ~~B. Credit obtained through summer school classes;~~
- ~~C. Credit obtained through distance learning/virtual courses;~~
- ~~D. Advanced courses not offered at Freeport High School at a post-secondary institution;~~
- ~~E. Credits obtained through independent study monitored by a Freeport High School teacher; or~~
- ~~F. Or any other academic program approved by the high school guidance and administration.~~

~~A student who has failed a course in the above-listed requirements may, with prior approval, receive credit for that course through a successful completion of a post-graduate course, a state-approved Adult Education course(s) or a state-approved summer school program. Credit for a marked course may also be received for a correspondence course approved by the High School Principal in advance of registration. The student may participate in the next regular graduation ceremony following successful completion of the requirements.~~

~~A student who is granted early admission to an accredited college or university may use college course work for graduation and may thereby graduate with his/her class upon successful completion of the course(s) needed for graduation if he/she requests and is granted permission from the high school principal to do so. A course being used to meet high school graduation requirements must meet minimum high school contact hour requirements and the high school's course outcome requirements.~~

#### Middle School Students Earning High School Credit

~~Middle School students successfully completing high school level courses offered at the high school and taught by high school staff or through a program approved by the high school administration in consultation with appropriate department head will be given one (1) credit (experience) toward graduation.~~



~~Veterans of World War II, the Korean Conflict and Vietnam War Era~~

~~The School Board recognizes that Maine law provides that a secondary school may award a high school diploma, provided that certain requirements are met, to a person who left secondary school prior to graduation to serve in the Armed Forces during World War II or in the Korean Conflict, or in the Armed Forces during the Vietnam era (February 28, 1961-May 7, 1975). The Board authorizes the Superintendent to develop and implement procedures regarding applications for diplomas, including timelines, and for determining whether veterans have met the criteria established by law. The Superintendent may also determine the time and manner in which a veteran's diploma may be presented.~~

## ~~H. DIPLOMA REQUIREMENTS FOR STUDENTS GRADUATING IN THE CLASS OF 2019 AND 2020~~

~~A. As a minimum for graduation from high school, students graduating in the Class of 2019 and Class of 2020 must have completed successfully a total of 24 one-year course equivalents (credits) at the secondary level (grades 9 through 12).~~

~~Of these credits, twelve and one-half (12 ½) required credits are specified by the State of Maine. They are:~~

~~1. English—4 credits;~~

~~2. Social Studies and History, including one-year of American History and Government—2 credits;~~

~~3. Mathematics—2 credits;~~

~~4. Science, including at least one-year of laboratory study—2 credits;~~

~~5. Fine Arts, which may include art, music, forensics or drama—1 credit;~~

~~6. Health—½ credit; and~~

~~7. Physical Education—1 credit.~~

~~B. In addition, the Board requires the following eleven and one-half (11 ½) credits:~~

~~1. One year of a world language—1 credit;~~

~~2. Two additional years of math—2 credits;~~

~~3. An additional one and a half years of social studies—1 ½ credits;~~

~~4. Two additional years of science—2 credits;~~

~~5. One-half of the P.E. credit must be Foundations of Fitness~~

~~6. Five elective credits—5 credits~~

~~Elective credits may be selected by the student based upon the students' interests, abilities, and the requirements of the field that the student plans to enter upon graduation.~~

~~In order for a student to participate in graduation, the student must have successfully completed all of the above listed requirements.~~

#### Alternative Means of Earning Credits

~~A student who is deficient in these requirements or wishes to meet these requirements through alternative means may earn and apply credits toward graduation in accordance with the provisions of this section.~~

~~A student who wishes to meet a credit requirement through an alternative method must have prior written approval as specified through this section. A student may earn credits with prior written approval from his/her guidance counselor and the high school principal as follows:~~

- ~~A. Course work offered through RSU No. 5 Adult Education;~~
- ~~B. Credit obtained through summer school classes;~~
- ~~C. Credit obtained through distance learning/virtual courses;~~
- ~~D. Advanced courses, not offered at Freeport High School, at a post secondary institution;~~
- ~~E. Credits obtained through independent study monitored by a Freeport High School teacher; or~~
- ~~F. Or any other academic program approved by the high school guidance and administration.~~

~~A student who has failed a course in the above listed requirements may, with prior approval, receive credit for that course through a successful completion of a post graduate course, a state approved Adult Education course(s) or a state approved summer school program. Credit for a marked course may also be received for a correspondence course approved by the High School Principal in advance of registration. The student may participate in the next regular graduation ceremony following successful completion of the requirements.~~

~~A student who is granted early admission to an accredited college or university may use college course work for graduation and may thereby graduate with his/her class upon successful completion of the course(s) needed for graduation if he/she requests and is granted permission from the high school principal to do so. A course being used to meet high school graduation requirements must meet minimum high school contact hour requirements and the high school's course outcome requirements.~~

#### Middle School Students Earning High School Credit

~~Middle School students successfully completing high school level courses offered at the high school and taught by high school staff or through a program approved by the high school administration in consultation with appropriate department head will be given one (1) credit (experience) toward graduation.~~

#### Honors and Awards at Graduation

~~Student academic achievements will be grouped within numerical bands and utilized to identify, report and reward individual accomplishments for purposes of graduation. These bands will include four honor bands, which will identify those graduating seniors who at the end of the 7th semester have a grade point average of:~~

84.5 to 88.4 — Cum Laude  
 88.5 to 92.4 — Magna Cum Laude  
 92.5 to 95.4 — Summa Cum Laude  
 95.5 to 100 — Summa Cum Laude with Distinction

### **III. ~~DIPLOMA REQUIREMENTS FOR STUDENTS GRADUATING IN THE CLASS OF 2021 AND BEYOND~~**

~~Beginning on July 1, 2020, the awarding of a diploma from Freeport High School will be contingent on the demonstration of proficiency with the phase in of the content areas outlined in section B below in of Maine's system of Learning Results and meeting the cross content performance standards of the Guiding Principles of the Maine Learning Results, rather than the accumulation of credits. The student must also fulfill any other requirements specified in this policy and set forth by the school as noted in the Program of Studies.~~

~~The transition to proficiency-based diploma requirements will begin with the Class of 2021 and will be completed with the Class of 2025.~~

#### **~~A. Communicating Graduation Requirements~~**

~~To ensure that every student and family has the information and resources they need to appropriately plan and sequence the student's educational decisions, school administrators and staff will clearly and consistently communicate prior to entering high school and throughout the student's educational career the graduation standards and diploma requirements that must be met to earn a high school diploma.~~

~~The superintendent/high school principal will be responsible for ensuring that accurate, up-to-date information concerning all graduation standards and diploma requirements are (1) readily available to all incoming students and their families in the spring preceding the start of each school year, and (2) published on the RSU No. 5's website. A detailed guide to graduation standards, academic expectations, and diploma requirements will be disseminated to all incoming ninth grade students prior to the time for course selection. This policy will also be referenced in each edition of the high school student handbook and on the RSU No. 5's website.~~

#### **~~B. Diploma Requirements for the Graduating Classes of 2021-2025~~**

~~For the transition years outlined below, all students must be engaged in educational experiences relating to the core content areas of English Language Arts, Mathematics, and Science and Technology in each year of their secondary schooling.~~

~~By the end of the 2024-2025 school year, students will also have engaged in educational experiences related to the other content areas of the Learning Results: Career and Educational Development;~~

~~World Languages; Visual and Performing Arts; and Health, Wellness and Physical Education.~~  
~~RSU No. 5 administration and staff will develop and apply a set of graduation standards and performance indicators that align with the content area standards of the Maine Learning Results.~~

~~The standards of Career and Education Development may be embedded and addressed in other content area learning experiences.~~

~~B1. All students will demonstrate that they have achieved proficiency in cross-curricular Guiding Principles of the Maine Learning Results.~~

~~The Guiding Principles state that each Maine student must leave school as:~~

- ~~1. A clear and effective communicator~~
- ~~2. A self directed and lifelong learner~~
- ~~3. A creative and practical problem solver~~
- ~~4. A responsible and involved citizen~~
- ~~5. An integrative and informed thinker~~

~~RSU No. 5 administration and staff will develop and apply a set of graduation standards and performance indicators that align with the cross-curricular standards of the Guiding Principles of the Maine Learning Results.~~

~~B2. Phase in of content area diploma requirements from the 2020-2021 school year to the 2024-2025 school year:~~

- ~~1. Commencing with the Class of 2021, in order to receive a high school diploma, students must demonstrate proficiency in meeting the state standards in the four content areas of:~~

- ~~a. English Language Arts~~
- ~~b. Mathematics~~
- ~~c. Science and Technology\*~~
- ~~d. Social Studies~~

- ~~2. Commencing with the Class of 2022, in order to receive a high school diploma, students must demonstrate proficiency in meeting the state standards in the content areas of:~~

- ~~a. English Language Arts~~
- ~~b. Mathematics~~
- ~~c. Science and Technology\*~~
- ~~d. Social Studies~~
- ~~e. At least one additional content area of the student's choice~~

~~3. Commencing with the Class of 2023, in order to receive a high school diploma, students must demonstrate proficiency in meeting the state standards in the content areas of:~~

- ~~a. English Language Arts~~
- ~~b. Mathematics~~
- ~~c. Science and Technology\*~~
- ~~d. Social Studies~~
- ~~e. At least two additional content areas of the student's choice~~

~~4. Commencing with the Class of 2024, in order to receive a high school diploma, students must demonstrate proficiency in meeting the state standards in the content areas of:~~

- ~~a. English Language Arts~~
- ~~b. Mathematics~~
- ~~c. Science and Technology\*~~
- ~~d. Social Studies~~
- ~~e. At least three additional content areas of the student's choice~~

~~For a Career and Technology Education (CTE) students in the graduating Class of 2024 and all graduating classes thereafter, the student must demonstrate proficiency in meeting state standards in the content areas of English language arts, mathematics, social studies and at least 3 additional content areas of the student's choosing and satisfactorily complete their CTE program plus the guiding principles. E.g. May receive a state license or national certification. (Chapter 207 §4722 A. Proficiency Based Standards and Transcripts)~~

~~5. Commencing with the Class of 2025 and all graduating classes\*\* thereafter, in order to receive a high school diploma, students must demonstrate proficiency in meeting state standards in the content areas of:~~

- ~~a. English Language Arts~~
- ~~b. Mathematics~~
- ~~c. Science and Technology\*~~
- ~~d. Social Studies~~
- ~~e. Health, Wellness and Physical Education~~
- ~~f. Visual and Performing Arts~~
- ~~g. World Languages~~
- ~~h. Career and Education Development~~

~~\*Career and Technical Education (CTE) students must show proficiency in their individual industry standards and satisfactorily complete their CTE program plus the guiding principles.~~

### **C. Multiple Pathways**

~~RSU No. 5's high school educational program is designed to enable students to satisfy graduation requirements in four years through a sequence of courses, learning experiences or integrated equivalents providing opportunities to gain and demonstrate proficiency in all of the content areas of the Learning Results and in the cross-content Guiding Principles of the Learning Results.~~

~~Students will participate in a series of courses and/or learning experiences through which they will demonstrate proficiency in each of the following areas:~~

- ~~1. Engage in courses and/or learning experiences in the content areas of English Language Arts, Mathematics, and Science and Technology in each year of their high school program.~~
- ~~2. Engage in at least three and a half courses and/or learning experiences in the content area of Social Studies during their high school program.~~
- ~~3. Engage in at least one course and/or learning experience in the content area of Visual and Performing Arts during their high school program.~~
- ~~4. Engage in at least one course and/or learning experience in the content area of World Languages during their high school program.~~
- ~~5. Engage in at least one course and/or learning experience of Health and two courses of Physical Education during their high school program.~~
- ~~6. Engage in courses that integrate the Guiding Principles into other content areas of the Maine Learning Results.~~
- ~~7. Engage in learning experiences that address the Career and Education Development standards.~~

~~Students must be enrolled in the equivalent of at least 6 full year courses in each of their high school years or learning experiences defined through a Personal Learning Plan, (PLP) approved by both the high school guidance department and administration.~~

~~Examples of other pathways may include:~~

- ~~—— Early college/dual enrollment courses~~
- ~~—— Career and technical education programming~~
- ~~—— Online/virtual learning~~
- ~~—— Apprenticeships, internships and/or field work~~
- ~~—— Community service~~
- ~~—— Exchange programs~~
- ~~—— Independent study~~

~~Alternative education/“At Risk” programming~~

~~Adult education~~

~~Each pathway must provide a quality learning experience comparable in rigor to the school unit’s own course offerings.~~

~~In order to pursue one or more of the multiple/alternative pathways, a student must have a Personal Learning Plan detailing how the pathway will provide exposure to the content standards and Guiding Principles of the Learning Results and how the student will demonstrate proficiency in meeting the Guiding Principles as well as the content area standards. The Personal Learning Plan must be approved by the guidance counselor and/or other qualified faculty member/s, and the principal.~~

~~Middle School students demonstrating proficiency on RSU No. 5 high school level performance indicators and standards as measured by RSU No. 5 scoring criteria and assessments or through a program approved by the high school administration will be credited those standards and experiences toward graduation.~~

#### **~~D. Early Awarding of Diplomas (all classes)~~**

~~A Freeport High School student who fulfills all course experience requirements and demonstrates proficiency in all required areas as approved by the guidance counselor and/or other qualified faculty member/s and the principal may be awarded a high school diploma, as determined by the principal. The superintendent will ultimately determine whether a diploma will be awarded.~~

#### **~~E. Transfer Students (all classes)~~**

~~For students who transfer to Freeport High School from another state, country, school program, or home schooling situation, including educational programs that are not aligned with Freeport High School’s cross-curricular and content area graduation standards, the school counselor and principal shall evaluate the value of the student’s prior educational experiences and determine to what degree the student has met the school’s graduation requirements. After enrolling in Freeport High School, these students will need to satisfy all assessment, proficiency, and graduation requirements in the appropriate subject areas, as determined by the principal. The superintendent will ultimately determine whether these students are eligible to receive a diploma.~~

#### **~~F. Home Schooled Students (all classes)~~**

~~For home schooled students wishing to receive a diploma from Freeport High School, the principal shall evaluate the value of the student’s prior educational experiences and determine to what degree the student has met Freeport High School’s graduation requirements. After enrolling in Freeport High School, these students will need to satisfy all assessment, proficiency, and graduation requirements in the appropriate subject areas, as determined by the principal.~~

#### **~~G. Students Receiving Special Education Services (all classes)~~**

~~A student with a disability, as identified in 20-A M.R.S.A. §7001(1-B), who achieves proficiency as required in 20-A M.R.S.A. §4722-A(1), may meet the requirements and become eligible for a diploma by demonstrating proficiency in state standards established in the system of Learning Results~~

~~through performance tasks and accommodations that maintain the integrity of the standards as specified in the student's Individualized Education Program (IEP) by the student's IEP team pursuant to the requirements of Chapter 301.~~

**~~H. Delayed Awarding of Diplomas (all classes)~~**

~~A student who leaves Freeport High School to attend an accredited, degree-granting institution of higher education, the student may, upon satisfactory completion of the freshman year, be awarded a high school diploma, provided that the student has notified the principal at the time of the early admission.~~

**~~I. Extended Study (all classes)~~**

~~Students are eligible for extended years of study to complete the graduation requirements if they have not reached the age of 20. Students eligible for extended years of study may be referred to adult education or other programs and resources.~~

**~~J. Participation in Graduation Ceremony (all classes)~~**

~~A student must complete all School Board requirements for a high school diploma in order to participate in graduation exercises.~~

**~~K. Honor and Awards at Graduation~~**

~~Student academic achievements will be grouped within numerical bands and utilized to identify, report and reward individual accomplishments for purposes of graduation. These bands will include three Honor Bands, which will identify those graduating seniors who at the end of the 7<sup>th</sup> semester have a Grade Point Average of:~~

~~————— Summa Cum Laude (with highest honors): a minimum GPA of 3.75~~

~~Magna Cum Laude (with great honors): a minimum GPA of 3.50~~

~~Cum Laude (with honors): a minimum GPA of 3.25~~

~~Legal Reference: ——— 20 A.MRSA § 4502(8), 4722, 6209~~

~~————— Ch. 127 § 7 (Me. Dept. of Ed. Rule)~~

~~Adopted: February 24, 2010~~

~~Revised: December 14, 2011~~

~~Revised: June 11, 2014~~

~~Revised: January 13, 2016~~

~~Revised: June 14, 2017~~



## GRADUATION REQUIREMENTS

Before entering high school, students need to know the standards for attaining a high school diploma in order to plan an appropriate, sequential, educational program to meet that goal. Having some flexibility with credit requirements allows students to pursue unique and alternative pathways for learning. Learning is personalized to challenge students and explore their passions. Students choose from a variety of diverse and engaging experiences, including opportunities for active, experiential, real-world learning.

The Superintendent, through the high school principal or other designee, shall be responsible for making accurate information concerning diploma requirements available to incoming students and their parents prior to the start of their ninth grade school year, and as soon as practicable when there is any change in State-imposed standards that must be met before students may be awarded a high school diploma. A copy of this policy will be disseminated to all incoming ninth grade students at the time of course selection and will also be included in every edition of the high school student handbook.

The school unit's instructional program is aligned with the standards of Maine's system of Learning Results. A diploma from Freeport High School signifies that the graduate has completed the requirements described in Maine law and Board policy and that they are ready to enter a postsecondary educational program or a career as a clear and effective communicator, a self-directed and life-long learner, a creative and practical problem solver, a responsible and involved citizen and an informed and integrative thinker.

Students earn credits toward graduation through successful completion of courses/ learning experiences as specified in this policy.

The Board has approved the following schedule of minimum requirements for graduation, which includes requirements specified by the State of Maine.

The Board expects the Superintendent/designee to inform students and parents/guardians as soon as practicable of any additional State-imposed standards that must be met before students may be awarded a high school diploma.

Students must be enrolled in the equivalent of six full-year courses/learning experiences or integrated equivalents in each of their high school years.

### I. ACADEMIC REQUIREMENTS FOR AN RSU No. 5 DIPLOMA

The student must successfully complete a total of 20 full year courses/learning experiences.

A. Of these courses/learning experiences, 11 must be in the following subjects as specified in 20-A MRSA §4722(2). They are:

1. English/language arts – 4 years
  2. Mathematics – 2 years
  3. Social studies and history, including American history, government, civics, and personal finance – 2 years
  4. Science, including at least one year each of Earth Science, Biology and a physical science – 2 years
  5. Fine arts, which may include art, music, forensics or drama – 1 credit
- B. In accordance with DOE rule chapter 127.7.0, the student must successfully complete 1 full year course/learning experience in Physical Education and .5 year course/learning experience in health.
- C. The student must demonstrate computer skills according to the RSU No. 5 standards for computer literacy, proficiency, and performance.
- D. In addition to the State requirements, the student must meet the following additional credit requirements established by the Board:
1. Two additional years of Mathematics – 2 credits
  2. One additional year of Social Studies- 1 credit
  3. One additional year of Science and courses must include Earth Science, Biology and a physical science - 1 credit
  4. One year of World Language - 1 credit \*
  5. Electives - 2.5 credits
- \*May apply for a waiver to substitute with an elective credit. Must have sound rationale and administrative approval as part of the waiver process.
- E. The remaining courses/learning experiences may be selected by the student based on his/her interest, satisfaction of course prerequisites, and requirements of the field that they plan to enter upon graduation.

## II. MULTIPLE PATHWAYS: ALTERNATIVE METHODS OF EARNING CREDITS

Students may also opt to earn credits toward a high school diploma through multiple additional pathways including:

Early college/dual enrollment courses

Career and technical education programming

Online/virtual learning

Apprenticeships, internships, and/or field work

Community service

Exchange programs

Independent study

Alternative education

Adult education

Each pathway must provide a quality learning experience comparable in rigor to the school unit's own educational offerings.

In order to pursue one or more of the multiple/alternative pathways, a student must have a written plan detailing how the student will demonstrate achievement toward the graduation credit. The plan must be approved by the Guidance Counselor, and/or Principal.

### **III. STUDENTS RECEIVING SPECIAL EDUCATION SERVICES**

All secondary students must achieve the content standards of the parameters for essential instruction of the system of Learning Results and graduation requirements established pursuant to Maine law. A student with a disability, as defined in 20-A MRSA § 7001(1-B) who satisfies the local diploma requirements in the manner specified by the student's IEP must be awarded a high school diploma.

### **IV. STUDENTS IN DUAL ENROLLMENT CAREER AND TECHNICAL EDUCATION PROGRAMS**

A secondary student who has satisfactorily completed their junior and senior years in a dual enrollment career and technical education program formed pursuant to 20-A MRSA §6971-6975 may be eligible to receive a high school diploma from Freeport High School, although the student may not meet the graduation requirements of 20-A MRSA §4722.

### **V. ADDITIONAL CONSIDERATIONS APPLICABLE TO THE AWARDING OF A DIPLOMA FROM FREEPORT HIGH SCHOOL**

#### **A. Transfer Students**

For students who transfer to Freeport High School from another state or from an educational program that is not required to be aligned with the content standards of the system of Learning Results, the Freeport High School principal shall determine the value of the student's prior educational experience towards meeting graduation requirements.

**B. Home-Schooled Students**

For previously home-schooled students wishing to receive a diploma from Freeport High School, the principal shall determine the value of the student's prior educational experience toward meeting graduation credit requirements. A home-schooled student must have been enrolled for 2 semesters as a full-time student and be currently enrolled at Freeport High School in order to receive a Freeport High School diploma.

**C. Delayed Awarding of Diplomas**

A student who leaves Freeport High School to attend an accredited, degree-granting institution of higher education may upon satisfactory completion of the freshman year be awarded a high school diploma, provided that the student has notified the principal at the time of the early admission.

**D. Early Awarding of Diplomas**

A student who has met the State's and the Board's diploma requirements in fewer than four years of high school will be awarded a diploma.

**E. Middle School Student Earning High School Credit**

Middle School students successfully completing high school level courses offered at the high school and taught by high school staff or through a program approved by the high school administration in consultation with the appropriate department head will be given one (1) credit (experience) toward graduation.

**F. Extended Study**

Students are eligible for extended years of study to complete the requirements of a diploma if they have not reached the age of 20 at the start of the school year. Students eligible for extended years of study may be referred to adult education or other resources suitable to young learners. Extended study for students with disabilities shall be specified in the student's IEP.

**G. Participation in Graduation Ceremony**

A student must complete all Board requirements for a high school diploma in order to participate in graduation exercises.

## H. Honors and Awards at Graduation

Student academic achievements will be grouped within numerical bands and utilized to identify, report and reward individual accomplishments for purposes of graduation. These bands will include three Honor Bands, which will identify those graduating seniors who at the end of the 7<sup>th</sup> semester have a Grade Point Average of:

Summa Cum Laude (with highest honors): a minimum GPA of 92.5

Magna Cum Laude (with great honors): a minimum GPA of 88.5

Cum Laude (with honors): a minimum GPA of 84.5

### Veterans of World War II, the Korean Conflict and Vietnam War Era

The School Board recognizes that Maine law provides that a secondary school may award a high school diploma, provided that certain requirements are met, to a person who left secondary school prior to graduation to serve in the Armed Forces during World War II or in the Korean Conflict, or in the Armed Forces during the Vietnam era (February 28, 1961-May 7, 1975). The Board authorizes the Superintendent to develop and implement procedures regarding applications for diplomas, including timelines, and for determining whether veterans have met the criteria established by law. The Superintendent may also determine the time and manner in which a veteran's diploma may be presented.

Legal Reference: 20-A MRSA § 4502(8), 4722, 6209  
Ch. 127 § 7 (Me. Dept. of Ed. Rule)

Cross Reference: IHCDA – Post-Secondary Enrollment Options  
IKFB- Graduation Exercises

Adopted: February 24, 2010  
Revised: December 14, 2011  
Revised: June 11, 2014  
Revised: January 13, 2016  
Revised: June 14, 2017  
Revised:

May 27, 2020

**Motion:** I move that the Vote entitled, "Vote to Call and Approve the Warrants for the Budget Meeting and the Budget Validation Referendum and to Authorize the Notice of Amounts Adopted," be approved in form presented to this meeting and that a copy of said Vote be included with the minutes of this meeting.

**VOTE TO CALL AND APPROVE THE WARRANTS FOR THE BUDGET MEETING  
AND THE BUDGET VALIDATION REFERENDUM  
AND TO AUTHORIZE THE NOTICE OF AMOUNTS ADOPTED**

**VOTED:** That the warrant for the Regional School Unit No. 5 (the "Regional School Unit") Budget Meeting presented to the meeting be approved and that a Regional School Unit budget meeting be called for **June 17, 2020** for the purpose of voting on the annual budget for the Regional School Unit for the 2020-2021 fiscal year;

That the Warrant and Notice of Election for the Regional School Unit Budget Validation Referendum presented to the meeting be approved, and that a Regional School Unit budget validation referendum be called for **July 14, 2020** for the purpose of approving the budget adopted at the Regional School Unit budget meeting for the 2020-2021 fiscal year;

That the form of Notice of Amounts Adopted at Budget Meeting presented to this meeting be approved, and that the Superintendent of Schools of the Regional School Unit be authorized and directed to complete said Notice in accordance with the Regional School Unit budget meeting on **June 17, 2020**, and to cause copies of said Notice, as completed, to be delivered to the municipal clerks of each municipality of the Regional School Unit for posting at the polling places for the **July 14, 2020** Regional School Unit budget validation referendum; and

That the Budget Meeting Warrant, the Warrant and Notice of Election, and the Notice of Amounts Adopted at Budget Meeting shall each be signed by a majority of the School Board, and that such signatures may be made electronically, by execution of counterparts, or in person at the convenience of the members of the School Board.

A true copy as adopted by a majority of the School Board, attest:

\_\_\_\_\_  
Becky Foley, Secretary

**SECRETARY'S CERTIFICATION**

I certify that the May 27, 2020 meeting of the Regional School Unit No. 5 School Board was:  
[check one box]

☐ conducted as a public meeting with no Board members participating remotely; or

☐ conducted through telephonic, video, electronic, or other similar means of remote participation, and that the Board's vote on this Resolution was taken by roll call as follows:

BOARD MEMBER	PARTICIPATION			VOTE		
	Physically Present	Attending Remotely	Not Attending	YES	NO	ABSTAIN
Michelle Ritcheson						
Jen Galletta						
Kathryn Brown						
Jeremy Clough						
Candace deCsipkes						
Susana Hancock						
Elisabeth Munsen						
Lindsey Furtney						
Maura Pillsbury						
Valy Steverlynck						
Madelyn Vertenten						
TOTALS						

Date: \_\_\_\_\_, 2020

\_\_\_\_\_  
Becky Foley, Secretary  
Regional School Unit No. 5

**WARRANT TO CALL  
REGIONAL SCHOOL UNIT NO. 5 BUDGET MEETING  
(20-A M.R.S. § 1485)**

**TO:** Lori Medlen, a resident of Regional School Unit No. 5 (the "Regional School Unit") composed of the Towns of Durham, Freeport, and Pownal, State of Maine.

In the name of the State of Maine, you are hereby required to notify the voters of each of the municipalities within the Regional School Unit, namely, the Towns of Durham, Freeport, and Pownal, that a Regional School Unit Budget Meeting will be held at Freeport High School, 30 Holbrook Street, Freeport, Maine at **6:30 p.m. on June 17, 2020** for the purpose of determining the Budget Meeting Articles set forth below.

**ARTICLE 1A:** To elect a moderator to preside at the meeting.

**ARTICLES 1 THROUGH 11  
AUTHORIZE EXPENDITURES IN COST CENTER CATEGORIES**

**ARTICLE 1:** To see what sum the Regional School Unit will be authorized to expend for Regular Instruction.  
**School Board Recommends \$15,107,880.00**

**ARTICLE 2:** To see what sum the Regional School Unit will be authorized to expend for Special Education.  
**School Board Recommends \$4,688,560.00**

**ARTICLE 3:** To see what sum the Regional School Unit will be authorized to expend for Career and Technical Education.  
**School Board Recommends \$101,706.00**

**ARTICLE 4:** To see what sum the Regional School Unit will be authorized to expend for Other Instruction.  
**School Board Recommends \$858,926.00**

**ARTICLE 5:** To see what sum the Regional School Unit will be authorized to expend for Student and Staff Support.  
**School Board Recommends \$3,160,872.00**

**ARTICLE 6:** To see what sum the Regional School Unit will be authorized to expend for System Administration.  
**School Board Recommends \$1,013,211.00**

**ARTICLE 7:** To see what sum the Regional School Unit will be authorized to expend for School Administration.  
**School Board Recommends \$1,727,711.00**



- ARTICLE 8:** To see what sum the Regional School Unit will be authorized to expend for Transportation and Buses.  
**School Board Recommends \$1,473,419.00**
- ARTICLE 9:** To see what sum the Regional School Unit will be authorized to expend for Facilities Maintenance.  
**School Board Recommends \$5,028,523.00**
- ARTICLE 10:** To see what sum the Regional School Unit will be authorized to expend for Debt Service and Other Commitments.  
**School Board Recommends \$1,427,247.00**
- ARTICLE 11:** To see what sum the Regional School Unit will be authorized to expend for All Other Expenditures.  
**School Board Recommends \$294,645.00**

**ARTICLES 12 THROUGH 15**  
**RAISE FUNDS FOR THE PROPOSED SCHOOL BUDGET**

- ARTICLE 12:** To see what sum the Regional School Unit will appropriate for the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and to see what sum the Regional School Unit will raise and assess 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:**

<b>Total Appropriated (by municipality):</b>		<b>Total Raised (and Regional School Unit assessments by municipality):</b>	
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
<b>Total Appropriated (sum of above)</b>	<b>\$ 23,854,842.20</b>	<b>Total Raised (sum of above)</b>	<b>\$ 18,479,438.00</b>

*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.*

**ARTICLE 13:** To see what sum the Regional School Unit will raise and appropriate 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.  
**School Board Recommends \$300,311.00**

*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:** To see what sum the Regional School Unit will raise and appropriate to transfer to the school nutrition program.  
**School Board Recommends: \$293,245.00**

**ARTICLE 15:** **(Written ballot required.)** To see what sum the Regional School Unit will raise and appropriate in additional local funds (**Recommend \$8,298,307.40**), which exceeds the State's Essential Programs and Services allocation model by (**Recommend \$8,298,307.40**) as required to fund the budget recommended by the School Board.

The School Board Recommends \$8,298,307.40, which exceeds the State's Essential Programs and Services allocation model by \$8,298,307.40. The School Board gives the following reasons for exceeding the State's Essential Programs and Services funding model: 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.

*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.*

## **ARTICLE 16 SUMMARIZES THE PROPOSED SCHOOL BUDGET**

**ARTICLE 16:** To see what sum the Regional School Unit will authorize the School Board to expend 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.  
**School Board Recommends \$34,882,700.00**

## **ARTICLE 17 AUTHORIZES EXPENDITURES OF GRANTS AND OTHER RECEIPTS**

**ARTICLE 17:** In addition to amounts approved in the preceding articles, shall the School Board be authorized to expend such other sums as may be received from federal or state grants or programs or other sources during the fiscal year for school and other program purposes, provided that such grants, programs or other sources do not require the expenditure of other funds not previously appropriated?

## **ARTICLE 18 AUTHORIZES THE ADULT EDUCATION PROGRAM AND RAISES THE LOCAL SHARE**

**ARTICLE 18:** To see if the Regional School Unit will 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.

## **ARTICLE 19 TRANSFERS FUNDS TO THE TRACK AND FIELD CAPITAL RESERVE FUND**

**ARTICLE 19:** 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?

## **ARTICLE 20 AUTHORIZES THE REGION 10 CAREER AND TECHNICAL EDUCATION BUDGET**

**ARTICLE 20:** 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**?

**ARTICLE 21 AUTHORIZES A TRANSFER OF FUNDS TO  
THE CAREER AND TECHNICAL REGION 10 CAPITAL RESERVE FUND**

**ARTICLE 21:** 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?

Dated as of May 27, 2020:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

A majority of the School Board of Regional School Unit No. 5

A true copy of the Warrant, attest:

\_\_\_\_\_  
Lori Medlen, Resident  
Regional School Unit No. 5

## RETURN

Cumberland County, ss.

State of Maine

TO: The School Board of Regional School Unit No. 5

I certify that I have notified the voters of Regional School Unit No. 5 (the "Regional School Unit") of the time and place of the Regional School Unit budget meeting by posting an attested copy of the within warrant as follows:

	TIME(S)	DATE(S)	LOCATION(S)
Durham			
Freeport			
Pownal			

being at least seven days prior to the Regional School Unit budget meeting and being public and conspicuous places in each of said municipalities.

Dated: \_\_\_\_\_, 2020

\_\_\_\_\_  
Lori Medlen, Resident of  
Regional School Unit No. 5

**WARRANT AND NOTICE OF ELECTION CALLING  
REGIONAL SCHOOL UNIT NO. 5  
BUDGET VALIDATION REFERENDUM  
(20-A M.R.S. § 1486)**

**TO:** Lori Medlen, a resident Regional School Unit No. 5 (the "Regional School Unit")  
composed of the Towns of Durham, Freeport, and Pownal, State of Maine.

In the name of the State of Maine, you are hereby ordered to serve upon the municipal clerks of each of the municipalities within the Regional School Unit, namely, the Towns of Durham, Freeport, and Pownal, an attested copy of this warrant and notice of election. Service shall be in hand within three (3) days of the date of this warrant and notice of election. The municipal clerks of the above municipalities shall immediately notify the respective Municipal Officers. The Municipal Officers shall meet forthwith and countersign this warrant and notice of election. The Municipal Officers shall provide below for the respective municipal clerks to post or have posted this warrant and notice of election.

**TOWN OF DURHAM  
REGIONAL SCHOOL UNIT BUDGET VALIDATION REFERENDUM  
WARRANT AND NOTICE OF ELECTION**

Androscoggin County, ss.

State of Maine

**TO:** Becky Taylor-Chase, Town Clerk of Durham: You are hereby required in the name of the State of Maine to notify the voters of this municipality of the election described in this warrant and notice of election.

**TO THE VOTERS OF DURHAM:** You are hereby notified that a Regional School Unit budget validation referendum election will be held at Durham Amvets Post #13, 1049 Royalsborough Road in the Town of Durham on Tuesday, July 14, 2020 for the purpose of determining the following question:

**Question 1:** Do you favor approving the Regional School Unit No. 5 budget for the upcoming school year that was adopted at the latest Regional School Unit budget meeting?

The polls must be opened at 8:00 a.m. and closed at 8:00 p.m.

The Registrar of Voters shall hold office hours while the polls are open to correct any error in or change a name or address on the voting list; to accept the registration of any person eligible to vote and to accept new enrollments.

A person who is not registered as a voter may not vote in any election.

**Dated as of May 27, 2020:**

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**A majority of the School Board of Regional School Unit No. 5**

**A true copy of the Warrant and Notice of  
Election, attest:**

\_\_\_\_\_  
**Lori Medlen  
Resident of  
Regional School Unit No. 5**

**Countersigned this \_\_\_\_\_ day of \_\_\_\_\_, 2020 at Durham, Maine.**

_____	_____
_____	_____
_____	_____

**A majority of the Municipal Officers of Durham, Maine**

**A true copy of the Warrant and Notice of  
Election, attest:**

\_\_\_\_\_  
**Becky Taylor-Chase, Municipal Clerk  
Durham, Maine**

RETURN

Cumberland County, ss.

State of Maine

TO: The School Board of Regional School Unit No. 5  
\_\_\_\_\_, 2020

Pursuant to the within warrant and notice of election, directed to me, I have served in hand upon the municipal clerk of Durham, an attested copy of this warrant and notice of election, directing the Municipal Officers of said municipality to call a Regional School Unit No. 5 budget validation referendum at said time and place and for the purposes therein stated.

\_\_\_\_\_  
Lori Medlen  
Resident of  
Regional School Unit No. 5

RETURN

Androscoggin County, ss.

State of Maine

TO: The Municipal Officers of the Town of Durham

I certify that I have notified the voters of the Town of Durham of the time and place of the Regional School Unit No. 5 budget validation referendum by posting an attested copy of the within warrant and notice of election as follows:

<u>DATE</u>	<u>TIME</u>	<u>LOCATION OF POSTING</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

being public and conspicuous places in said municipality and being at least seven days next prior to election day.

Dated at Durham, Maine: \_\_\_\_\_, 2020

\_\_\_\_\_  
Becky Taylor-Chase, Town Clerk  
Durham, Maine



**WARRANT AND NOTICE OF ELECTION  
CALLING REGIONAL SCHOOL UNIT NO. 5  
BUDGET VALIDATION REFERENDUM  
(20-A M.R.S. § 1486)**

**TO:** Lori Medlen, a resident Regional School Unit No. 5 (the "Regional School Unit")  
composed of the Towns of Durham, Freeport, and Pownal, State of Maine.

In the name of the State of Maine, you are hereby ordered to serve upon the municipal clerks of each of the municipalities within the Regional School Unit, namely, the Towns of Durham, Freeport, and Pownal, an attested copy of this warrant and notice of election. Service shall be in hand within three (3) days of the date of this warrant and notice of election. The municipal clerks of the above municipalities shall immediately notify the respective Municipal Officers. The Municipal Officers shall meet forthwith and countersign this warrant and notice of election. The Municipal Officers shall provide below for the respective municipal clerks to post or have posted this warrant and notice of election.

**TOWN OF FREEPORT  
REGIONAL SCHOOL UNIT BUDGET VALIDATION REFERENDUM  
WARRANT AND NOTICE OF ELECTION**

Cumberland County, ss.

State of Maine

**TO:** Susan Norse, Police Chief of Freeport: You are hereby required in the name of the State of Maine to notify the voters of this municipality of the election described in this warrant and notice of election.

**TO THE VOTERS OF FREEPORT:** You are hereby notified that a Regional School Unit budget validation referendum election will be held at Freeport High School, 30 Holbrook Street in the Town of Freeport on Tuesday, July 14, 2020 for the purpose of determining the following question:

**Question 1:** Do you favor approving the Regional School Unit No. 5 budget for the upcoming school year that was adopted at the latest Regional School Unit budget meeting?

The polls must be opened at 7:00 a.m. and closed at 8:00 p.m.

The Registrar of Voters shall hold office hours while the polls are open to correct any error in or change a name or address on the voting list; to accept the registration of any person eligible to vote and to accept new enrollments.

A person who is not registered as a voter may not vote in any election.

Dated as of May 27, 2020:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

A majority of the School Board of Regional School Unit No. 5

A true copy of the Warrant and Notice of  
Election, attest:

\_\_\_\_\_  
Lori Medlen  
Resident of  
Regional School Unit No. 5

Countersigned this \_\_\_\_\_ day of \_\_\_\_\_, 2020 at Freeport, Maine.

_____	_____
_____	_____
_____	_____

A majority of the Municipal Officers of Freeport, Maine

A true copy of the Warrant and Notice of  
Election, attest:

\_\_\_\_\_  
Christine Wolfe, Municipal Clerk  
Freeport, Maine

**RETURN**

Cumberland County, ss.

State of Maine

TO: The School Board of Regional School Unit No. 5  
\_\_\_\_\_, 2020

Pursuant to the within warrant and notice of election, directed to me, I have served in hand upon the municipal clerk of Freeport, an attested copy of this warrant and notice of election, directing the Municipal Officers of said municipality to call a Regional School Unit No. 5 budget validation referendum at said time and place and for the purposes therein stated.

\_\_\_\_\_  
Lori Medlen  
Resident of  
Regional School Unit No. 5

**RETURN**

Cumberland County, ss.

State of Maine

TO: The Municipal Officers of the Town of Freeport

I certify that I have notified the voters of the Town of Freeport of the time and place of the Regional School Unit No. 5 budget validation referendum by posting an attested copy of the within warrant and notice of election as follows:

<u>DATE</u>	<u>TIME</u>	<u>LOCATION OF POSTING</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

being public and conspicuous places in said municipality and being at least seven days next prior to election day.

Dated at Freeport, Maine: \_\_\_\_\_, 2020

\_\_\_\_\_  
Susan Norse, Police Chief  
Freeport, Maine

**WARRANT AND NOTICE OF ELECTION  
CALLING REGIONAL SCHOOL UNIT NO. 5  
BUDGET VALIDATION REFERENDUM  
(20-A M.R.S. § 1486)**

**TO:** Lori Medlen, a resident Regional School Unit No. 5 (the "Regional School Unit")  
composed of the Towns of Durham, Freeport, and Pownal, State of Maine.

In the name of the State of Maine, you are hereby ordered to serve upon the municipal clerks of each of the municipalities within the Regional School Unit, namely, the Towns of Durham, Freeport, and Pownal, an attested copy of this warrant and notice of election. Service shall be in hand within three (3) days of the date of this warrant and notice of election. The municipal clerks of the above municipalities shall immediately notify the respective Municipal Officers. The Municipal Officers shall meet forthwith and countersign this warrant and notice of election. The Municipal Officers shall provide below for the respective municipal clerks to post or have posted this warrant and notice of election.

**TOWN OF POWNAL  
REGIONAL SCHOOL UNIT BUDGET VALIDATION REFERENDUM  
WARRANT AND NOTICE OF ELECTION**

Cumberland County, ss.

State of Maine

**TO:** Melissa Henes, Town Clerk of Pownal: You are hereby required in the name of the State of Maine to notify the voters of this municipality of the election described in this warrant and notice of election.

**TO THE VOTERS OF POWNAL:** You are hereby notified that a Regional School Unit budget validation referendum election will be held at Mallet Hall, 429 Hallowell Road in the Town of Pownal on Tuesday, July 14, 2020 for the purpose of determining the following question:

**Question 1:** Do you favor approving the Regional School Unit No. 5 budget for the upcoming school year that was adopted at the latest Regional School Unit budget meeting?

The polls must be opened at 8:00 a.m. and closed at 8:00 p.m.

The Registrar of Voters shall hold office hours while the polls are open to correct any error in or change a name or address on the voting list; to accept the registration of any person eligible to vote and to accept new enrollments.

A person who is not registered as a voter may not vote in any election.

Dated as of May 27, 2020:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

A majority of the School Board of Regional School Unit No. 5

A true copy of the Warrant and Notice of  
Election, attest:

\_\_\_\_\_  
Lori Medlen  
Resident of  
Regional School Unit No. 5

Countersigned this \_\_\_\_\_ day of \_\_\_\_\_, 2020 at Pownal, Maine.

_____	_____
_____	_____

A majority of the Municipal Officers of Pownal, Maine

A true copy of the Warrant and Notice of  
Election, attest:

\_\_\_\_\_  
Melissa Henes, Municipal Clerk  
Pownal, Maine

RETURN

Cumberland County, ss.

State of Maine

TO: The School Board of Regional School Unit No. 5  
\_\_\_\_\_, 2020

Pursuant to the within warrant and notice of election, directed to me, I have served in hand upon the municipal clerk of Pownal, an attested copy of this warrant and notice of election, directing the Municipal Officers of said municipality to call a Regional School Unit No. 5 budget validation referendum at said time and place and for the purposes therein stated.

\_\_\_\_\_  
Lori Medlen  
Resident of  
Regional School Unit No. 5

RETURN

Cumberland County, ss.

State of Maine

TO: The Municipal Officers of the Town of Pownal

I certify that I have notified the voters of the Town of Pownal of the time and place of the Regional School Unit No. 5 budget validation referendum by posting an attested copy of the within warrant and notice of election as follows:

<u>DATE</u>	<u>TIME</u>	<u>LOCATION OF POSTING</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

being public and conspicuous places in said municipality and being at least seven days next prior to election day.

Dated at Pownal, Maine: \_\_\_\_\_, 2020

\_\_\_\_\_  
Melissa Henes, Town Clerk  
Pownal, Maine

**NOTICE OF AMOUNTS ADOPTED AT BUDGET MEETING  
REGIONAL SCHOOL UNIT NO. 5  
INFORMATION FOR VOTERS AT BUDGET VALIDATION REFERENDUM**

**TO:** Municipal Clerks of the Towns of Durham, Freeport, and Pownal, State of Maine

In the name of the State of Maine and pursuant to 20-A M.R.S. § 1486(2) you are hereby directed to display this Notice of Amounts Adopted at Budget Meeting at the polling places within your respective municipalities to assist the voters of Regional School Unit No. 5 (the "Regional School Unit") in voting at the budget validation referendum to be held on July 14, 2020, for the purpose of determining if the Regional School Unit budget for the 2020-2021 fiscal year that was adopted at the Regional School Unit budget meeting on June 17, 2020, should be approved.

<b>Cost Center Summary Budget Category</b>	<b>Amount Recommended by School Board</b>	<b>Amount Approved by Voters at Budget Meeting<sup>1</sup></b>
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	\$
<b>Summary of Total Authorized General Fund Expenditures:</b>	<b>\$ 34,882,700</b>	<b>\$</b>

<sup>1</sup>Amounts to be completed by Superintendent of Schools under authority of the School Board.

The amount approved at the Regional School Unit budget meeting includes locally raised funds that exceed the maximum state and local spending target pursuant to 20-A M.R.S. § 15671-A(5).


A majority of the School Board of Regional School Unit No. 5

Dated: \_\_\_\_\_, 2020

\_\_\_\_\_  
Becky Foley, Superintendent of Schools  
Regional School Unit No. 5

## RSU5 School Calendar 2020-2021

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
24	25	PLD	PLD	28				1	2							1	2	3	4					1
31	1	2	3	4	5	6	7	8	PLD	2	PLD	4	5	6	7	8	9	10	11	4	5	6	7	8
7	8	9	10	11	12	13	14	15	16	9	10	11	12	13	14	15	16	17	18	11	12	13	14	15
14	15	16	17	18	19	20	21	22	23	16	17	18	19	20	21	22	23	24	25	18	19	20	21	22
21	22	23	24	25	26	27	28	29	30	23	24	PC	26	27	28	29	30	31		25	26	27	28	29
28	29	30								30														
8/26&27 Professional Learning Day 8/31 First Student Day PreK-9 9/1 All PreK-12 Students 9/4 & 9/7 No School (Labor Day)					9 Professional Learning Day 12 Indigenous People's Day					3 Professional Learning Day (1/2) 11 Veterans Day 25 Professional Compensation Day 26-27 Thanksgiving Break					23-31 December Vacation					1 New Years Day 18 Martin Luther King, Jr. Day				
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	5				1	2							1	2	3	4
1	2	3	4	5	8	9	10	11	PLD	5	6	7	8	9	3	4	ER	6	7	7	8	9	10	11
8	9	10	11	PLD	15	16	17	18	19	12	13	14	15	PC	10	11	12	13	14	14	15	*16	*17	*18
15	16	17	18	19	22	23	24	25	26	19	20	21	22	23	17	18	19	20	21	*21	*22	23	24	25
22	23	24	25	26	29	30	ER			26	27	28	29	30	24	25	26	27	28	28	29	30		
															31									
12 Professional Learning Day 15 Presidents' Day 16-19 February Vacation					12 Professional Learning Day 31 Early Release - Half Day					16 Professional Compensation Day 19 Patriots' Day 20-23 April Vacation					5 Early Release - Half Day 31 Memorial Day					13 Graduation 15 Last day - If No Snow Days Half Day Schedule Students * Storm Make up Days (16-22)				



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: 6/16-6/22

Date Adopted by Board of Directors: 1-22-20