

**REGULAR MEETING OF RSU NO. 5 BOARD OF DIRECTORS
WEDNESDAY – FEBRUARY 27, 2019
FREEPORT HIGH SCHOOL– LIBRARY
6:30 P.M. REGULAR SESSION
AGENDA**

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

2. Attendance:

__ Kathryn Brown	__ Michelle Ritcheson
__ Jeremy Clough	__ Lindsay Sterling
__ Candace deCsipkes	__ Valeria Steverlynck
__ Jennifer Galletta	__ Madelyn Vertenten
__ Erica Giddinge	__ Clay Canterbury – Student Representative
__ John Morang	__ Rhea Fitzpatrick - Student Representative
__ Maura Pillsbury	

3. Pledge of Allegiance:

4. Consideration of Minutes:
A. Consideration and approval of the Minutes of February 6, 2019 and February 13, 2019 as presented barring any errors or omissions.

Motion: _____ 2nd: _____ Vote: _____

5. Adjustments to the Agenda:

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

7. Public Comments: (10 Minutes)

8. Reports from Superintendent:
A. Items for Information
 1. District Happenings (5 Minutes)
 2. Resignations: Jim Donoghue – PES Physical Education Teacher
Darren Carter – FMS Assistant Principal

9. Administrator Reports:
A. Finance – Michelle Lickteig (3 Minutes)

10. Board Comments and Committee Reports:
A. Board Information Exchange and Agenda Requests (10 Minutes)
B. Finance Committee (2 Minutes)
C. Policy Committee (2 Minutes)

11. Policy Review:
A. Consideration and approval of the following Policies (2nd Read) (10 Minutes)
DJ – Bidding/Purchasing Requirements
IKFA – Early Graduation
IKFB – Graduation Exercises

Motion: _____ 2nd: _____ Vote: _____

- 12. Unfinished Business:
 - A. Budget Review:
 - 1. Budget Update – Becky Foley (10 Minutes)
 - 2. Technology – Jim Grant (20 Minutes)
 - 3. Curriculum, Instruction and Assessment – Cynthia Alexander (20 Minutes)
 - 4. Nutrition – Erin Dow (20 Minutes)
 - 5. Facilities & Transportation – Dennis Ouellette (20 Minutes)
 - 6. Community Programs – Peter Wagner (20 Minutes)

- 13. New Business:
 - NA

- 14. Personnel:
 - NA

- 15. Public Comments: (10 Minutes)

- 16. Adjournment:

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

RSU No. 5 Board of Directors Meeting
Wednesday, February 6, 2019 – 6:30 p.m.
Freeport High School - Library
Meeting Minutes

Item 4.A.

(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 February 27, 2019 meeting).

1. **CALLED TO ORDER:**
Chair Michelle Ritcheson called the meeting to order at 6:32 p.m.
2. **MEMBERS PRESENT:** Kathryn Brown, Candace deCsipkes, Jennifer Galletta, Erica Giddinge, John Morang (left at 8:58 p.m.), Maura Pillsbury, Michelle Ritcheson, Lindsay Sterling, Valeria Steverlynck. Also in attendance, Rhea Fitzpatrick, Student Representative.
MEMBERS ABSENT: Jeremy Clough, Madelyn Vertenten
3. **PLEDGE OF ALLEGIANCE:**
4. **CONSIDERATION OF MINUTES:**
A. **VOTED:** To approve the Minutes of January 23, 2019 as presented.
(Galletta - Pillsbury) (9 – 0) The student representative voted with the majority.
5. **ADJUSTMENTS TO THE AGENDA:**
None
6. **GOOD NEWS AND RECOGNITION:**
A. Report from Board's Student Representative
7. **PUBLIC COMMENT:**
None
8. **REPORTS FROM SUPERINTENDENT:**
None
9. **ADMINISTRATOR REPORTS:**
None
10. **BOARD COMMENTS AND COMMITTEE REPORTS:**
None
11. **POLICY REVIEW:**
A. **VOTED:** To approve the 2nd Read of policy AD-Educational Mission and Vision (Steverlynck – Brown) (9 – 0). The student representative voted with the majority.
12. **UNFINISHED BUSINESS:**
A. Budget Review:
 1. Budget Update – Becky Foley
 2. Durham Community School – Will Pidden
 3. Freeport Middle School – Ray Grogan
 4. Freeport High School – Jen Gulko
 5. Athletics – Craig Sickels

Chair Ritcheson requested that Board members send questions regarding agenda items to Superintendent Foley by the end of the day on Mondays.

13. NEW BUSINESS:

A. 2019-2020 Freeport High School Program of Studies – Jen Gulko

B. **VOTED:** To approve the Charge of the Sustainability Advisory Committee. (Sterling – Galletta) (8 – 0). The student representative voted with the majority.

14. PERSONNEL:

None

15. PUBLIC COMMENT:

None

16. EXECUTIVE SESSION:

A. **VOTED:** To enter into Executive Session as outlined in 1 M.R.S.A § 405(6)(A) for the purpose of discussing the Superintendent’s Evaluation Performance Goals. (Steverlynck – Galletta) (8 – 0).

Time In: 9:16 p.m.

Time Out: 9:57 p.m.

17. ACTION AS A RESULT OF EXECUTIVE SESSION:

No Action Taken

18. ADJOURNMENT:

VOTED: To adjourn at 9:58 p.m. (Giddinge – Pillsbury) (8 – 0)


Becky J. Foley, Superintendent of Schools

**RSU No. 5 Board of Directors Meeting
Wednesday, February 13, 2019 – 6:30 p.m.
Freeport High School - Library
Meeting Minutes**

(NOTE: These Minutes are not official until approved by the Board of Directors. Such action, either to approve or amend and approve, is anticipated at the March 13, 2019 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, Jennifer Galletta, Erica Giddinge, John Morang, Maura Pillsbury, Michelle Ritcheson, Lindsay Sterling (arrived at 8:32 p.m.), Madelyn Vertenten
MEMBERS ABSENT: Valeria Steverlynck
- 3. PLEDGE OF ALLEGIANCE:**
- 4. CONSIDERATION OF MINUTES:**
None
- 5. ADJUSTMENTS TO THE AGENDA:**
Agenda Item 13. A. was moved after Item 7.
- 6. GOOD NEWS AND RECOGNITION:**
None
- 7. PUBLIC COMMENT:**
None
- 13. NEW BUSINESS:**
A. Student Emotional/Social Well-being
- 8. REPORTS FROM SUPERINTENDENT:**
None
- 9. ADMINISTRATOR REPORTS:**
None
- 10. BOARD COMMENTS AND COMMITTEE REPORTS:**
Michelle Ritcheson and Maddy Vertenten commented on the fantastic STEM presentation they attended at Durham Community School.
- 11. POLICY REVIEW:**
None
- 12. UNFINISHED BUSINESS:**
A. Budget Review:
 1. Budget Update – Becky Foley
 2. Morse Street School – Julie Nickerson
 3. Pownal Elementary School – Lisa Demick
 4. Mast Landing School – Emily Grimm
 5. Instructional Support– Bonnie Violette

B. VOTED: To approve the 2019-2020 School Calendar (2nd Read).
(Galletta – Giddinge) (9 – 1 Brown).

14. PERSONNEL:

A. VOTED: To employ Darren Carter as a Health/PE Teacher at Freeport Middle School for the 2019-2020 school year. (Galletta – Vertenten) (10 – 0).

15. PUBLIC COMMENT:

None

16. EXECUTIVE SESSION:

A. VOTED: To enter into Executive Session as outlined in 1 M.R.S.A § 405(6)(A) for the purpose of discussing Administrator negotiations for RSU5. (Morang – Pillsbury) (10 – 0).

Time In: 9:22 p.m.

Time Out: 10:58 p.m.

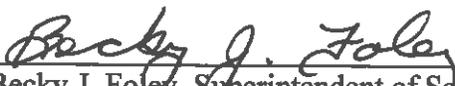
17. ACTION AS A RESULT OF EXECUTIVE SESSION:

A. VOTED: To authorize the Superintendent to execute contracts for the following administrators, as discussed in Executive Session. (Morang – Vertenten) (10 – 0)

Julie Nickerson	Will Pidden	Craig Sickels	Dennis Ouellette
Emily Grimm	Kelli Rogers	Jim Grant	Erin Dow
Lisa Demick	Jen Gulko	Michelle Lickteig	Peter Wagner
Ray Grogan	Charlie Mellon	Bonnie Violette	Cynthia Alexander

18. ADJOURNMENT:

VOTED: To adjourn at 10:59 p.m. (Brown – Morang) (10 – 0)


Becky J. Foley, Superintendent of Schools

Item 9.A

RSU #5	General Budget Report	1/31/2019		2018-2019				
Article #	Description	2018-2019 Budget	Transfers	Revised Budget	Expenses YTD	Encumb YTD	Balances YTD	% Remaining
Article 1	Support Staff	\$ 3,436,203.00	\$ -	\$ 3,436,203.00	\$ 1,584,898.63	\$ 16,035.98	\$ 1,835,268.39	53.41%
Article 2	School Administration	\$ 1,536,593.00	\$ -	\$ 1,536,593.00	\$ 855,928.63	\$ 2,466.16	\$ 678,198.21	44.14%
Article 3	Operation of Plant	\$ 4,891,383.00	\$ -	\$ 4,891,383.00	\$ 3,156,511.62	\$ 330,131.12	\$ 1,404,740.26	28.72%
Article 4	Voc. E. Assessment	\$ 74,492.00	\$ -	\$ 74,492.00	\$ 49,661.36	\$ 24,830.68	\$ (0.04)	0.00%
Article 5	School Nutrition/Crossing Guard	\$ 269,645.00	\$ -	\$ 269,645.00	\$ 156,476.25	\$ 111,768.75	\$ 1,400.00	0.52%
Article 6	Instruction K - 12	\$ 13,378,387.00	\$ -	\$ 13,378,387.00	\$ 5,717,962.64	\$ 37,932.63	\$ 7,622,491.73	56.98%
Article 7	Co-Curr. & Athletics	\$ 778,737.00	\$ -	\$ 778,737.00	\$ 382,139.09	\$ 37,443.57	\$ 359,154.34	46.12%
Article 8	District Adminitstration	\$ 928,151.00	\$ -	\$ 928,151.00	\$ 509,993.93	\$ 6,125.90	\$ 412,031.17	44.39%
Article 9	Transportation Services	\$ 1,432,489.00	\$ -	\$ 1,432,489.00	\$ 864,919.60	\$ 44,082.99	\$ 523,486.41	36.54%
Article 10	Debt Services	\$ 1,613,149.00	\$ -	\$ 1,613,149.00	\$ 1,388,452.67	\$ 224,696.33	\$ -	0.00%
Article 11	Special Education Services	\$ 4,606,796.00	\$ -	\$ 4,606,796.00	\$ 1,898,394.69	\$ 434.00	\$ 2,707,967.31	58.78%
	Totals	\$ 32,946,025.00	\$ -	\$ 32,946,025.00	\$ 16,565,339.11	\$ 835,948.11	\$ 15,544,737.78	47.18%

2/27/2019



Finance Subcommittee Report

Date: February 7, 2019

Committee: Finance Committee

Chair: Kate Brown

In attendance: Kate Brown, Michelle Ritcheson, John Morang, Michelle Lickteig

Guests: Fred Palmer

Meeting Date: January 23, 2019

Agenda Items and Discussion:

Next Steps on Cost Sharing:

The Finance Committee invited Fred Palmer to the discussion of cost sharing as he was on the original RPC committee. The Finance Committee asked questions of Fred to gain further knowledge of why this particular formula was chosen. Fred was able to tell the committee that many factors were taken into consideration, including debt service, population and state valuation. Fred's insight was valuable to the committee in learning the origins of the formula.

The committee then agreed to review all of the input and research at the next meeting.

Next Meeting:

February 13, 2019 at 5p at Central Office.

Submitted by: Michelle Lickteig, Director of Finance



Durham • Freeport • Pownal

Finance Subcommittee Report

Date: February 14, 2019

Committee: Finance Committee

Chair: Kate Brown

In attendance: Kate Brown, Michelle Ritcheson, Michelle Lickteig

Guests:

Meeting Date: February 13, 2019

Agenda Items and Discussion:

Dental Insurance:

Michelle L was tasked with seeking costs of other dental insurance companies. Dental Dental is a very comparable insurance with the ease of online registration and portals for the employees, which is something the current MSMA dental insurance does not have. The Finance Committee was in favor of switching to Dental Dental knowing that though the cost in premiums is slightly lower, the time and keying errors saved in processing paperwork during open enrollment will be invaluable.

Next Steps on Cost Sharing:

The Finance Committee began a review of all the research gathered to date. The committee has begun to put together a binder of all the research. A PowerPoint presentation for the Board and what needs to be presented were discussed. The committee will continue to review all of the input and research at the next meeting.

Next Meeting:

February 27, 2019 at 5p at Central Office.

Submitted by: Michelle Lickteig, Director of Finance



Policy Subcommittee Report

Committee: Policy

Meeting date: February 8, 2019

Chair: Candy deCsipkes

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

Absent: Maddy Vertenten

Guests: Valy Steverlynck,

Principals: Ray Grogan, Jen Gulko,

Review/Revise Policies:

The following policy was reviewed with no changes recommended.

JLDBG Reintegration of Students from Juvenile Correctional Facilities

The following policy was revised and will be brought back to Policy Committee on March 1, 2019 after input on the revisions from the principals.

IKB Homework

The following policy was revised and will be brought back to Policy Committee on March 1, 2019 for more discussion.

JJE Student Fundraising Activities

The following policy was not discussed and will be brought back to the Committee on March 1, 2019.

DFF Student Activities Funds

The next meeting will be held on, March 1, 2019 at 8:30 a.m.

Submitted by: Cynthia Alexander



TO: Kathryn Brown, Jeremy Clough, Candace deCsipkes, Jennifer Galletta, Erica Giddinge, John Morang, Maura Pillsbury, Michelle Ritcheson, Lindsay Sterling, Valeria Steverlynck, Madelyn Vertenten, Clay Canterbury, Rhea Fitzpatrick

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, Darren Carter, Charlie Mellon, Michelle Lickteig, Anne-Marie Spizzuoco, Beth Daniels, Deanna Coro, Pauline Gillis, Shawn McBean, Kristy Johnson, Dorothy Curtis, Eugenia O'Brien, Hank Ogilby, Lisa Blier, Linda Pritchard, Jennifer Winkler, Nancy Drolet, Nancy Dyer, Jessica Sturges, Laurie Allen, Crystal Boucher

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

DATE: February 11, 2019

RE: Review/Update of Policies

At the February 27, 2019 Board of Directors Meeting, the following policies will be on the agenda for 2nd Read. The policies are attached.

2nd Read Policies

- DJ – Bidding/Purchasing Requirements
- IKFA – Early Graduation
- IKFB – Graduation Exercises

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

- JLDBG – Reintegration of Students from Juvenile Correctional Facilities

BIDDING/PURCHASING REQUIREMENTS

The Board of Directors expect all purchases made by the school unit to be consistent with applicable laws and sound business practices. The Superintendent shall be responsible for developing and implementing administrative procedures for bidding and purchasing consistent with this policy.

This policy is intended solely as an internal guide to purchasing by the school unit. It does not afford any vendor any property or contractual rights against the school unit. No vendor shall have any enforceable rights against the school unit based upon this policy or alleged violations of this policy. No vendor shall have any rights against the school unit until such time as a written contract between the vendor and the school unit is executed by the vendor and an authorized representative of the school unit.

A. Bidding Required by Law

Maine law requires the Board to competitively bid property and casualty insurance; school bus and transportation contracts in excess of \$4,000; school building construction, alterations and repairs over ~~\$25,000~~ \$250,000 (except contracts for professional architectural and engineering services); and bond anticipation notes for state-subsidized school construction projects.

B. Competitive Bidding of Other Purchases

Where bidding is not required by law, it shall be the policy of the school unit to competitively bid purchases of equipment, supplies, materials or services over \$10,000.00 provided that it is practical and cost-effective to specify the materials or services with sufficient particularity to allow meaningful comparison of bids.

If competitive bidding is not utilized, the Superintendent may seek Requests for Proposals (RFP) for purchases over \$10,000.00. An RFP identifies the need the school unit intends to meet, but permits the vendor to propose the manner in which the work is to be performed and the materials to be used.

The Superintendent may forego the competitive bid or RFP process only when he/she determines that quality, expertise, time factors, or other important considerations outweigh the possible benefits of bidding or requesting proposals. In each such case, the Board shall be informed of the Superintendent's decision and the reasons for it in advance of entering into a contract.

C. Procedures for Bidding and Requesting Proposals

The method of notification that the school unit uses to solicit bids and proposals shall be reasonably designed to attract qualified vendors. Depending upon the circumstances, such notification may include public advertising and/or mailing of notices to potential vendors. The Board shall be notified prior to solicitation of bids or proposals in excess of \$25,000.

Bid Procedures

- A. The notification shall specify the deadline for submitting bids and the time and place of bid opening. Bid alternates shall be permitted at the discretion of the Superintendent. The notice shall reserve the right of the school unit to reject any or all bids, and to waive technical or immaterial non-conformities in bids if in the best interest of the school unit, and to exercise judgment in evaluating bids.
- B. **Written bids.** Bids shall be in writing, sealed with outside envelope or wrapper plainly marked "Bid, not to be opened until (insert appropriate date)," and mailed or filed with the Superintendent of the unit.
- C. **Time of opening.** A Board member or employee of the school unit may not open a bid until the appointed time.
- D. **Public opening.** At the time and place stated in the public notice, and open to the public, all bids shall be opened by the Superintendent/*designee* or, in the Superintendent's absence or disability, by any Board member designated for the purpose by the Chair of the Board of Directors.
- E. **Reading.** If any citizens who are not Board members or employees of the school unit or if any representatives of the press are present, bids shall, at that time, either be made available for examination by them or shall be read aloud in a manner to be heard plainly by those in attendance.
- F. In general, the Board will award contracts to the lowest bidder which the Superintendent and Board deem can satisfactorily fulfill the contract.

RFP Procedures

- A. Proposals should be submitted in plain envelopes clearly marked "Proposal, not to be opened until (state time and date)." The RFP shall state the time and date that proposals shall be opened, and no proposals shall be opened before that time. Public opening is not required.
- B. Proposals are to be evaluated based on criteria appropriate for the project in question, and the contract will be awarded to the vendor whom the Superintendent and Board deem best able to meet the requirements of the school unit.

Legal Reference: 5 MRSA § 1743-A (ALL)
 20-A MRSA §§ 1001(14), 5401(13)(D); 5402 (ALL)
 20-A MRSA § 1314 (MSAD)
~~§ 13 e (Maine State Committee of Education Rules for School Construction
 — Projects) (ALL)~~
20-A MRSA § 1492 (RSU)
Me. DOE Rule Ch.61(Rules for Major Capital School Improvement Projects)
Me. DOE Rule Ch. 64 (Rules for Maine School Facilities Program and School
 — Revolving Renovation Fund Program)
34 CFR parts 74 and 80 (Education Department General Administrative
 — Regulations ("EDGAR") (for federal awards made prior to 12/26/2014)

2 CFR part 200 (Uniform Administrative Requirements) (for federal awards
made on or after 12/26/2014)

Cross Reference: DJ-R – Federal Procurement Manual
 DJH – Purchasing and Contracting: Procurement Staff Code of Conduct

Adopted: January 27, 2010
Revised: November 30, 2011
Reviewed: April 30, 2014
Revised: _____

EARLY GRADUATION

All students are required to enroll in a minimum of 6 full-time subjects each school year. However, this does not eliminate the possibility of students graduating after completing three years of high school.

Junior students who acquire credits in all courses required by the state and the school unit, which gives a total accumulation of ~~22~~ 24 units, may receive their high school diplomas at the end of the junior year. Seniors who have accumulated 24 credits at the end of semester 1 of their senior year may receive their high school diploma at the end of that semester.

Before registration for the junior year or senior year, the student and parent/guardian must notify the high school administration, in writing, that they wish the student to complete his/her high school requirements at the conclusion of the student's junior year or conclusion of the 1st semester of the senior year. High school administration may consider students who apply during the school year on a case by case basis.

After this notification, and prior to registering for courses, the student and parent/guardian will have a conference with the Principal/designee and guidance counselor to discuss the request.

The student will be awarded a high school diploma at the conclusion of the student's junior year or at the end of the 1st semester of the senior year if all courses are successfully completed, if the student has met State standards and other local requirements, and if the student and parent or guardian fully approve at that time.

Students who enroll after during the junior or senior year in a college from which credits are transferred back to the high school are also eligible to receive a high school diploma after all credits have been earned. Prior to the conclusion of the junior year, the student and parent/guardian will notify the high school administration, in writing, that they wish the student to complete his/her high school requirements at a college where the student has been accepted. The student and parent/guardian will confer with the Principal and guidance counselor to agree on a course of study that will fulfill high school requirements. On successful completion of the courses, the student will be awarded a high school diploma.

Cross Reference: IKF – Graduation Requirements
IKFC – High School Credits for Pre-High School Courses

Adopted: February 24, 2010
Reviewed: December 12, 2012
Revised: _____

GRADUATION EXERCISES

It is the policy of the Board of Directors that only students who have fulfilled all requirements for graduation be permitted to participate in the annual diploma ceremony of Freeport High School.

Students who are not eligible to participate in the diploma ceremony for reasons beyond their control or responsibility may apply to the High School ~~Administrator, including Guidance~~ Principal for a limited waiver of this policy in order to attend other activities centered around graduation. In order to be granted this waiver the student must demonstrate all of the following:

- 1) That the student had consistently utilized his or her best efforts to comply with the rules and policies of the school;
- 2) That the student has a firm plan for completing his or her studies at the earliest possible time; and
- 3) That the student brought a written request for a waiver to the Principal at the earliest possible opportunity.

If the High School ~~Administrator~~ Principal, including with input from Guidance, find that the student has met these requirements and that granting the waiver would be in the best interest of both the student and his or her class, then the Principal may waive the policy to the extent that the student may participate in any or all senior activities other than the diploma ceremony.

Any appeal of an action pursuant to this policy is to the Superintendent.

Adopted: February 24, 2010

Reviewed: December 12, 2012

Revised: _____

FY 2020 BUDGET: SCHOOL BOARD BUDGET WORKSHOP PRESENTATION

Building/Program: Technology Department

What key issues and priorities are you trying to address in your proposed budget? (Administrators identified the following three focus areas: increased student support for differentiation, maintain class sizes, and increased nursing services.)

The primary goal of the FY 2020 Technology Budget is to start a replacement plan for the possible end of MLTI and the wireless networking. The current networking equipment in the elementary schools is about 10 years old. We will qualify for E-Rate reimbursement this year which will cover approximately 50% of the cost. This assists us in addressing needs in future years.

In addition to this, funds have been reallocated to allow for more professional development, especially for the new Data Specialist/Project Manager position.

Also the budget addresses the following:

- Continued participation in MLTI in grades 6 to 12. There is an increased cost due to increased enrollments at the high school over the past two years.
- PowerSchool increased cost due to increased enrollments.
- Continued implementation of voice amplification and projection systems.
- Continued increase of devices and carts at elementary level for general educational use and testing.
- Continued replacement of elementary laptop equipment.

How do these priorities align with the district's four strategic objectives?

Access to current and reliable technology infrastructure as well as the ability to access and utilize student data helps improve student/teacher effectiveness.

FY 2020 Projected Enrollment / Class Size Ratio by Grade

Not Applicable

Staffing Adjustments to Budget in FY 19	Staffing Adjustments to Budget in FY 20
None	None

Other significant FY 20 requests in budget and need (Supplies, Equipment, etc).

None

FY 2020 BUDGET: SCHOOL BOARD BUDGET WORKSHOP PRESENTATION

Building/Program: Improvement of Instruction/Curriculum/Assessment
Cynthia Alexander

What key issues and priorities are you trying to address in your proposed budget?
(Administrators identified the following three focus areas: increased student support for differentiation, maintain class sizes, and increased nursing services.)

Strategic Objective 1: Implementation of proficiency-based learning PreK-12.

The proposed budget reflects no increase in these lines.

- Math professional development is supported through Title II funding.
- New Big Ideas math curriculum materials were a 6-year purchase made last year with the exception of a bubble group at the middle school.

Strategic Objective 2: Improved teacher and administrator effectiveness.

- Additional stipends for mentoring implementation
 - Educator Mentors 25 @ \$1235 each - \$30,875
 - Mentor Chair - \$1593

FY 2020 Projected Enrollment / Class Size Ratio by Grade

N/A

Staffing Adjustments to Budget in FY 19	Staffing Adjustments to Budget in FY 20
Add .5 Math Strategist at the H.S. as reflected in the FHS Budget presentation	25 Stipend Positions- Educator Mentors \$30,875 1 Stipend Position -Mentor Chair \$1593

Other significant FY 20 requests in budget and need (Supplies, Equipment, etc).

None

FY 2020 BUDGET: SCHOOL BOARD BUDGET WORKSHOP PRESENTATION

Building/Program: Gifted and Talented Education Cynthia Alexander

What key issues and priorities are you trying to address in your proposed budget?
(Administrators identified the following three focus areas: increased student support for differentiation, maintain class sizes, and increased nursing services.)
Support with differentiation for learners who are identified as Gifted and Talented.

How do these priorities align with the district's four strategic objectives?
Strategic Objective: Implementation of Proficiency-Based Learning K-12.

FY 2020 Projected Enrollment / Class Size Ratio by Grade

N/A

Staffing Adjustments to Budget in FY 19	Staffing Adjustments to Budget in FY 20
None	None

Other significant FY 20 requests in budget and need (Supplies, Equipment, etc).

None

Item # 12.A.4

FY 2020 BUDGET: SCHOOL BOARD BUDGET WORKSHOP PRESENTATION

Building/Program: School Nutrition Program

Erin M. Dow, School Nutrition Director

What key issues and priorities are you trying to address in your proposed budget?

1. Support department goal of continuing the improvement of menu offerings and participation by providing adequate staff coverage at FMS and FHS.
2. Obtain equipment and supplies necessary for a positive dining experience while ensuring the highest levels of safety and sanitation.
3. Continue department efforts to cultivate constructive and efficient communications between the district's students, staff and parents.

How do these priorities align with the district's three strategic objectives?

PROGRAM STATS AT A GLANCE: September 5 - February 11	SY18	SY19	% Change
Reimbursable Breakfasts Sold	19,673	20,701	4.97%
Average Meals/Day (Breakfast)	215	226	4.87%
Reimbursable Lunches Sold	65,332	71,071	8.08%
Average Meals/Day (Lunch)	703	727	3.30%
Adult Lunches Sold	1,656	1,850	10.49%
A La Carte Sales	\$32,901.00	\$41,792.00	21.27%
F/R %	18.91%	22.36%	3.45%

RSU5's Nutrition Program continues its mission to support the academic and social development of its students by providing a robust variety of healthy and delicious foods each school day. Continued improvements to departmental communications with all stakeholders has yielded several notable benefits: the district's free & reduced percentage is up 3.45% over last year, due in part to aggressive email and phone campaigns; additionally, all past due balance notifications include information about applying for free and reduced meals.

As well, the district's negative meals' balance is down by \$6,000.00 and positive balances in student and staff accounts are up over \$9,000.00 since the start of SY19 due to improved and more frequent communications about account balances, meal payment options and expectations.

The Nutrition Program plans to expand its effort to engage students in the menu development process through SY19 and into SY20.

FY 2020 Projected Enrollment / Class Size Ratio by Grade

N/A

Staffing Adjustments to Budget in FY 19	Staffing Adjustments to Budget in FY 20
<p>Minor increases in staff hours at FMS and FHS (a total of 5 hours/week combined) to accommodate increased meal sales</p>	<ul style="list-style-type: none"> ● Add 30 hr./week dishwasher/prep position to FMS - \$27,400 ● Increase FHS dishwasher/prep position from 15 to 30 hours/week to support general program improvements and catering - \$13,700

Other significant FY 20 requests in budget and need (Supplies, Equipment, etc).

Equipment Purchases:

-Wireless POS (cash register) stations, hardware and additional software licenses for Mast Landing School and Morse Street School to replace the current corded units that are a personal and equipment safety hazard

-Beverage service equipment to Freeport High School to make room for additional cold sandwich and salad offerings

-Condiment and utensil island at Durham Community School to reduce service area congestion and increase student meal time

Supplies:

-Initial purchase, storage, display, chemicals, equipment maintenance and warewashing items for all schools towards a reduction of single-use utensils by an additional 25% by June 30, 2020

-Additional items to support aesthetic/informational (menu boards, nutritional information, etc.) installations and educational materials in all cafeterias and in outreach materials to classrooms and district households

FY 2020 BUDGET: SCHOOL BOARD BUDGET WORKSHOP PRESENTATION

Building/Program: Facilities and Transportation

What key issues and priorities are you trying to address in your proposed budget?
(Administrators identified the following three focus areas: increased student support for differentiation, maintain class sizes, and increased nursing services.)

Student support is always the driving factor when developing budgets for facilities and transportation. We service 1993 students within our facilities. Of the 1993 students, our buses pick up and drop off 1400 to 1500 students per day in a safe and timely manner. This year in the budget we focused on recycling and the single sort program. The front doors at Mast Landing will be replaced. Three additional heat pumps will be replaced in Durham, for a total of six pumps being replaced with four remaining pumps needing to be replaced in future budgets. In our transportation department, we have requested two buses to replace two of our older buses; one is 19 years old, the other is 12 years old. Also we are requesting an additional van and van driver to help cover "out of district placements." Capital projects include converting boiler one to natural gas, central office phone replacement, high school shades replaced, Pownal septic tank and Pownal main hall bathroom upgrades.

How do these priorities align with the district's four strategic objectives?

A clean well maintained facility and transportation department impacts all students, staff and community. We strive to keep our facilities well maintained to ensure a clean, comfortable safe learning environment.

FY 2020 Projected Enrollment / Class Size Ratio by Grade

NA

Staffing Adjustments to Budget in FY 19	Staffing Adjustments to Budget in FY 20
One half time van driver for out of district placements -20 hours	One half time van driver for out of district placements-20 hours - \$12, 500 One half time bus aide -20 hours - \$14,400

Other significant FY 20 requests in budget and need (Supplies, Equipment, etc).

In the system wide cost center, we have added the services of a turf field specialist company to come onto our turf field to clean, redistribute, repair (if needed) and loosen infill to reduce compaction. This will help preserve our field for years to come. We continue to upgrade our older facilities such as replacing the stair treads on all the stairways at Morse Street School. We have entered into an agreement with the Town of Freeport Public Works Department in sharing a full time maintenance person to be assigned to the town from November to April and to RSU5 from April to November. Van drivers continue to be needed for in district programming as well as for out of district placements.

FY 2020 BUDGET: SCHOOL BOARD BUDGET WORKSHOP PRESENTATION

Building/Program: Community Programs

What key issues and priorities are you trying to address in your proposed budget? (Administrators identified the following three focus areas: increased student support for differentiation, maintain class sizes, and increased nursing services.)

The primary needs being met in the FY20 budget are sustainably offering high-quality programs in Child Care, Recreation, and Adult Education and Enrichment. In a year when our Laugh & Learn program will weather significant changes, ensuring the continuity of those services has become more important than ever. We additionally plan to grow our offerings in Adult Education and Enrichment, and be more effective in the daily management in our Recreation Program.

How do these priorities align with the district's four strategic objectives?

1. *Implementation of proficiency-based learning: N/A*
2. *Teacher/administrator effectiveness: professional development opportunities and purposeful collaboration with other community service providers*
3. *Long-term strategic plan: thorough communications inventory and comprehensive communications plan being created; critical analysis of all programs to evaluate cost/benefit; purposeful creation of programs with an eye toward innovation*
4. *Incorporate engagement with stakeholders: (re)formation of Community Programs Advisory Committee; strategic partnerships with area non-profits; consistent collaboration with building principals*

FY 2020 Projected Enrollment / Class Size Ratio by Grade
N/A

Staffing Adjustments to Budget in FY 19 N/A	Staffing Adjustments to Budget in FY 20 N/A
---	---

Other significant FY 20 requests in budget and need (Supplies, Equipment, etc).

Increased budget requests will support growth of our Adult Enrichment offerings (including improved charter transportation to a greater number of destination adventures).