

REGULAR MEETING OF RSU NO. 5 BOARD OF DIRECTORS
WEDNESDAY– JANUARY 24, 2018
FREEPORT HIGH SCHOOL– LIBRARY
6:30 P.M. REGULAR SESSION
AGENDA

1. The meeting was called to order at _____ p.m. by Chair Michelle Ritcheson
2. Attendance:

___ Kathryn Brown	___ Lindsay Sterling
___ Jeremy Clough	___ Valeria Steverlynck
___ Candace deCsipkes	___ Madelyn Vertenten
___ Jennifer Galletta	___ Sarah Woodard
___ Naomi Ledbetter	___ Carter Jedrey-Irvin, Student Representative
___ John Morang	___ Benjamin Monahan-Morang, Student Representative
___ Michelle Ritcheson	
3. Pledge of Allegiance:
4. Consideration and approval of Minutes:
 - A. Consideration and approval of the Minutes of December 13, 2017 and January 10, 2018 as presented barring any errors or omissions.

Motion: _____ 2nd: _____ Vote: _____
5. Adjustments to the Agenda:
6. Good News and Recognition:
 - A. Students selected for All-State Choir
 - B. Report from Board's Student Representative
7. Public Comments:
8. Superintendent's Report:
 - A. Items for Information
 1. District Happenings
 2. Retirements (effective at the end of the school year)
 - Fran Townsend – MLS Administrative Secretary
 - Jim Millhime – DCS Custodian
 - Pam Lizotte – DCS Guidance Counselor
 - Susan Gorman – MSS Physical Education Teacher
 - Allyson Miller – MSS Kindergarten Teacher
 - Diana Passmore – FMS Special Education Teacher
 - Kathy Pearce – MSS Kindergarten Teacher
 - B. Administrator Reports
 1. Finance – Michelle Lickteig
 2. Update on Math – Cynthia Alexander
 3. Update on District and Performance Goals – Becky Foley

9. Unfinished Business:

10. New Business:

A. Consideration and approval to employ an English/Language Arts Teacher for Freeport High School for the remainder of the 2017-2018 school year (one year position).

Motion:_____2nd:_____Vote:_____

B. Presentation of Superintendent's 2018-2019 Recommended Budget.

11. Board Comments: (Reports from Sub-Committees)

A. Strategic Communications Committee and Draft Satisfaction Survey

B. Finance Committee

C. Policy Committee

12. Policy Review:

A. Consideration and approval of the following Policies (1st Read)

IHBAC – Child Find

JICIA – Weapons, Violence and School Safety

Motion:_____2nd:_____Vote:_____

B. Consideration and approval of the following Policy (2nd Read)

BDA – Board of Directors Organizational Meeting

BDE – Board of Directors Standing Committees

Motion:_____2nd:_____Vote:_____

13. Public Comments:

14. Executive Session:

A. Consideration and approval to enter into Executive Session pursuant to 1 M.R.S.A § 405(6)(D) for discussions relating to Educator and Support Staff Negotiations for RSU No. 5.

Motion:_____2nd:_____Vote:_____

Time In:_____Time Out:_____

15. Action as a Result of Executive Session:

Motion:_____2nd:_____Vote:_____

16. Adjournment:

Motion:_____2nd:_____Vote:_____Time:_____

RSU No. 5 Board of Directors Meeting
 Wednesday, December 13, 2017 – 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 January 24, 2018 meeting).

CALLED TO ORDER:

Chair Michelle Ritcheson called the meeting to order at 6:30 p.m.

MEMBERS PRESENT: Kathryn Brown, Jeremy Clough (arrived at 6:36 p.m.), Candace deCsipkes, Jennifer Galletta, Naomi Ledbetter, John Morang, Michelle Ritcheson, Lindsay Sterling, Valeria Steverlynck, Madelyn Vertenten, Sarah Woodard
 Also in attendance was Ben Morang, Student Representative.

MEMBERS ABSENT: None

3. PLEDGE OF ALLEGIANCE:

4. CONSIDERATION AND APPROVAL OF MINUTES:

A. VOTED: To approve the Minutes of November 29, 2017 as presented barring any errors or omissions. (Morang – Steverlynck) (10 – 0). The student representative voted with the majority.

5. ADJUSTMENTS TO THE AGENDA:

Move Item 10.A. after Item 7.

6. GOOD NEWS AND RECOGNITION:

- A. Boys Cross Country - WMC Champions
- B. Girls Cross Country - WMC Champion & Individual State Champion
- C. Report from Board's Student Representative – Ben Morang reported on happenings at Freeport High School.

7. PUBLIC COMMENT:

Alan Tracy, Freeport

Item 10. A. Taken out of order

10. NEW BUSINESS:

- A. RSU5 Cost Sharing Formula with Bill Stockmeyer, Drummond Woodsum

8. SUPERINTENDENT'S REPORT:

- A. Items for Information
 - 1. FHS Building Project Update (**This item was tabled**)
 - 2. Track and Field Update (**This item was tabled**)
- B. Administrator Reports
 - 1. Freeport Middle School Goal Review – Ray Grogan
 - 2. Freeport High School Goal Review – Jen Gulko

9. UNFINISHED BUSINESS:

10. NEW BUSINESS:

B. VOTED: To adopt MSBA's Resolution, Support for Public Education.
(Vertenten – Steverlynck) (8 – 2 Brown, Ledbetter – 1 Abstention - Sterling)

VOTED: To approve continuing the meeting after 10:00 p.m. (Vertenten – Clough) (10 – 1 Brown)

C. VOTED: To adopt MSSA's Resolution in Support of Public Education.
(Galletta – Vertenten) (9 – 2 Brown, Ledbetter)

11. BOARD COMMENTS: (Reports from Sub-Committees)

A. Policy Sub-Committee (**This item was tabled**)

12. POLICY REVIEW:

A. Consideration and approval of the following Policies (1st Read) (**This item was tabled**)
BDA – Board of Directors Organizational Meeting
BDE – Board of Directors Standing Committees

B. Consideration and approval of the following Policy (2nd Read) (**This item was tabled**)
GBEBB – Staff Conduct with Students

13. PUBLIC COMMENT:

None

14. EXECUTIVE SESSION:

VOTED: To enter into Executive Session pursuant to 1 M.R.S.A § 405(6)(D) for discussions relating to Support Staff Negotiations for RSU No. 5.
(Ledbetter – Sterling) (10 – 1 Brown)

Time In: 10:25 p.m.


Time Out: 11:10 p.m.

15. ACTION AS A RESULT OF EXECUTIVE SESSION:

No action was taken.

16. ADJOURNMENT:

VOTED: To adjourn at 11:11 p.m. (Sterling – Ledbetter) (11 – 0)


Becky J. Foley
Superintendent of Schools

RSU No. 5 Board of Directors Meeting
Wednesday, January 10, 2018 – 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 January 24, 2018 meeting).

CALLED TO ORDER:

Chair Michelle Ritcheson called the meeting to order at 6:30 p.m.

MEMBERS PRESENT: Kathryn Brown, Jeremy Clough, Candace deCsipkes, Jennifer Galletta, Naomi Ledbetter, John Morang, Michelle Ritcheson, Lindsay Sterling, Valeria Steverlynck, Madelyn Vertenten, Sarah Woodard

Also in attendance was Carter Jedrey-Irvin, Student Representative.

MEMBERS ABSENT: None

3. PLEDGE OF ALLEGIANCE:

4. ADJUSTMENTS TO THE AGENDA:

Move Item 8.A. to after Item 5. Public Comment

5. PUBLIC COMMENT:

Jon Morris, Pownal

Kevin Nadeau, Durham

Item 8. A. Taken out of order

- 8. A.** How the Board functions – Chair Ritcheson spoke about ways the Board can be more efficient and avoid marathon meetings.

6. ADMINISTRATOR REPORTS:

A. Athletics Report – Craig Sickels

B. Instructional Support Report – Bonnie Violette

7. POLICY REVIEW:

- A. VOTED:** To approve the 1st Read of the following Policies. (Galletta – Woodard) (11 – 0). The student representative voted with the majority.

BDA – Board of Directors Organizational Meeting

BDE – Board of Directors Standing Committees

- B. VOTED:** To approve the 2nd Read of Policy GBEBB – Staff Conduct with Students. (Vertenten – Galletta) (11 – 0). The student representative voted with the majority.

VOTED: To approve the 2nd Read of Policy KF – Community Use of School Facilities. (Galletta – Ledbetter) (8 – 3 Sterling, Steverlynck, Vertenten). The student representative voted with the majority.

8. WORKSHOP:

B. Revised Superintendent Evaluation Tool

VOTED: To approve the 1st Read of Policy CBI – Evaluation of the Superintendent of Schools. (Brown – Steverlynck) (11 – 0). The student representative voted with the majority.

C. Request from Brunswick School Department regarding consolidation of services

D. RSU5 Cost Sharing Formula

VOTED: Approval for the Finance Committee to review the RSU5 Cost Sharing Formula. (Ledbetter – Brown) (7 – 4 Clough, deCsipkes, Galletta, Woodard). The student representative voted with the majority.

9. PUBLIC COMMENT:

None

10. EXECUTIVE SESSION:

VOTED: To enter into Executive Session pursuant to 1 M.R.S.A § 405(6)(D) for discussions relating to Educator Negotiations for RSU No. 5. (Brown – Steverlynck) (11 – 0)

Time In: 8:34 p.m.

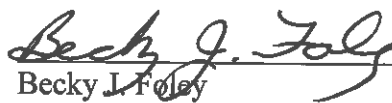
Time Out: 9:59 p.m.

11. ACTION AS A RESULT OF EXECUTIVE SESSION:

No action was taken.

12. ADJOURNMENT:

VOTED: To adjourn at 10:01 p.m. (Brown – Steverlynck) (11 – 0)


Becky J. Foley
Superintendent of Schools

8.B.1.

RSU #5	General Budget Report	12/31/2017			2017-2018			
Article #	Description	2017-2018		Revised	Expenses	Encumb	Balances	%
		Budget	Transfers	Budget	YTD	YTD	YTD	Remaining
Article 1	Support Staff	\$ 3,137,663.00	\$ -	\$ 3,137,663.00	\$ 1,256,280.20	\$ 56,105.02	\$ 1,825,277.78	58.17%
Article 2	School Administration	\$ 1,537,853.00	\$ -	\$ 1,537,853.00	\$ 718,510.52	\$ 4,097.33	\$ 815,245.15	53.01%
Article 3	Operation of Plant	\$ 4,825,088.00	\$ -	\$ 4,825,088.00	\$ 2,664,706.28	\$ 444,254.08	\$ 1,716,127.64	35.57%
Article 4	Voc. E. Assessment	\$ 574,091.00	\$ -	\$ 574,091.00	\$ 334,890.08	\$ 239,207.18	\$ (6.26)	0.00%
Article 5	School Nutrition/Crossing Guard	\$ 374,829.00	\$ -	\$ 374,829.00	\$ 217,833.59	\$ 155,595.41	\$ 1,400.00	0.37%
Article 6	Instruction K - 12	\$ 12,645,570.00	\$ -	\$ 12,645,570.00	\$ 4,465,878.35	\$ 49,791.93	\$ 8,129,899.72	64.29%
Article 7	Co-Curr. & Athletics	\$ 760,096.00	\$ -	\$ 760,096.00	\$ 278,890.61	\$ 16,306.13	\$ 464,899.26	61.16%
Article 8	District Adminitstration	\$ 841,731.00	\$ -	\$ 841,731.00	\$ 397,978.67	\$ 2,824.38	\$ 440,927.95	52.38%
Article 9	Transportation Services	\$ 1,486,225.00	\$ -	\$ 1,486,225.00	\$ 700,470.70	\$ 74,038.57	\$ 711,715.73	47.89%
Article 10	Debt Services	\$ 1,644,542.00	\$ -	\$ 1,644,542.00	\$ 1,449,180.66	\$ 195,361.34	\$ -	0.00%
Article 11	Special Education Services	\$ 4,379,997.00	\$ -	\$ 4,379,997.00	\$ 1,562,987.67	\$ 3,024.00	\$ 2,813,985.33	64.25%
	Totals	\$ 32,207,685.00	\$ -	\$ 32,207,685.00	\$ 14,047,607.33	\$ 1,240,605.37	\$ 16,919,472.30	52.53%

1/24/2018

Math Update Board Presentation

1.24.18

Year 1 of RSU5 Math Goal

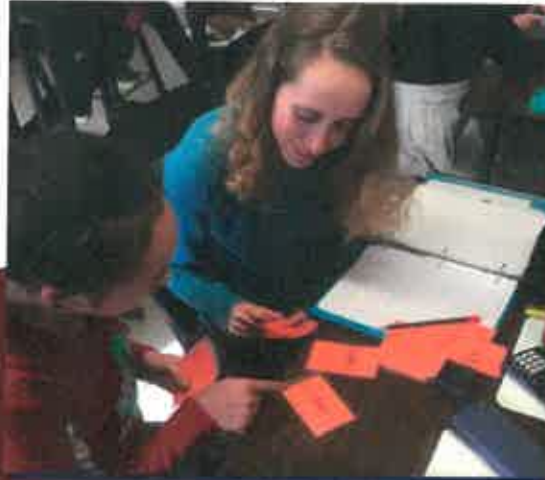
- Big Ideas implementation 6-High School
- Math Focus in K-5

Action Strategies	Activities	Update	Detail
3. Implementation of 6-12 math curriculum	1. Professional development for initial implementation <ul style="list-style-type: none"> • PLCs • Consultants • Math Walk-through 	Nate Garnett	Ongoing
		Jim deBerjeois, BIM	August, Nov., March (MS and HS)
		Monthly walkthroughs primarily in Math	Administrative: FMS, FHS, MSS, MLS
	2. Reflecting on student data to monitor implementation	PLC and Release time at the unit level	
	3. Implement GaTE clustering model	FMS, gr. 6	
	4. Assess effectiveness of clustering model	Reviewed at GaTE Advisory	
		Will look at student achievement and growth data	

<p>4. Differentiation of math instruction K-5</p>	<p>1. Conduct EM4 Needs Assessment Audit</p> <p>2. Determine next steps for increasing math achievement K-5</p> <p>3. Implement GaTE clustering model.</p> <p>4. Assess effectiveness of clustering model.</p>	<p>Sept. 28 and 29, 2017</p> <p>Chose outcomes based on audit feedback.</p> <p>Initiated K-5 Math Committee</p> <p>MLS, gr. 5 DCS, gr. 5</p> <p>Reviewed at GaTE Advisory- will look at student achievement and growth data</p>	<p>Consultants from UChicago: Ellen Dairyko and Denise Porter</p> <p>Shared Vision Differentiation Deepen understanding of Mathematical Practices Increase student discourse</p>
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RSU5 Math Update Presentation

January 24, 2018



Our Math Strategists



Amy C. Wheeler
Pk-5



Nathan Garnett
6-8

RSU5 Math Goals for 2017-2018 and Beyond

K-5

- To improve differentiation in math during the math block through some of the following:
 - Increased use of the Virtual Learning Community and ConnectEd
 - Math strategy groups
 - Understanding key concepts in the math units
 - Using pre-assessments to differentiate
- Deepen understanding of mathematical standards and practices
 - Decrease teacher talk by increasing student/student discourse

6-8

- To complete all units of Big Ideas Math in each grade level based on pacing guides.
- Consistent implementation of the following BIM lesson components:
 - Activity/Exploration to be completed with each lesson (Engagement)
 - Structure of the lesson (Learning target clearly stated and visible)
 - Consistent utilization of the Dynamic Assessment System
- PD, coaching and PLCs reflective of bullets above.

3

Meaningful Mathematical Discourse



"Effective teaching of mathematics facilitates discourse among students to build shared understanding of mathematical ideas by analyzing and comparing student approaches and arguments." (NCTM 2000)

K-5 Math Coaching

K-5	Grade Levels	Coaching Cycles	Strategists
Professional Learning	Release Days	1-1 or in Grade Level Teams	Strategists PLC/ University of Chicago STEM coaching academy
RTI trainings: early numeracy continuum and fact fluency Publish a weekly blog/email blast mathmusingsrsu5.org Staff Meetings: early numeracy continuum, fraction progression Co-facilitate districtwide training: EM4 and the 8 Mathematical Practices from NCTM (National Council of Teachers of Mathematics)	Lab Classroom Pilot February	New teacher support Math workshop to support differentiation GaTE co-teaching support Using Flex time/Lift Block strategically Open Ended Response Revision strategies	Collaborative Coaching: Lab Classroom Pilot February Book Study (with ELA strategists)

5

6-8 Math Coaching

6-8	Grade Levels	1-on-1	Strategists
Professional Learning Days Department Meetings	Release Days	In-class Pre and Post Meetings	Maine Math Coaching Program at UMF and Strategists PLC
Doing Math Examining Student Work Program Implementation 8 Mathematical Practices from NCTM (National Council of Teachers of Mathematics)	Doing Math Unit Implementation Creating a Student Goal Planning Instruction Formative Assessments	Lesson Implementation (2 day cycle) In-class Coaching Formative Assessment Data Improving Instruction	Doing Math Strategist Program Implementation Lab Classrooms/ Dine and Discuss Book Study (with ELA strategists)

6

Next Steps:



- Ongoing Math Professional Development
 - Shared vision,
 - Student to student discourse
 - 8 Mathematical Practices
- Polynomial Identification Process Review
- Further Data Analysis
- High School Full Implementation

7

Thank you for supporting the new math program and math strategists!



RSU5 Goals

2017-2018



RSU5's mission is to provide our students with a world-class education that will challenge minds, engage creativity, develop self-discipline, and advance inherent strengths.

Approved by Board: 9/13/17

Mission: Providing our Students with a World Class Education

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

Evidence:

- Increased percentage of students scoring in the proficient/exceeding categories in math and language arts on the MEA/SAT.

Strategic Objective 1:	Action Strategies:	Accountability/Communication	Stewardship of Resources
Implementation of proficiency-based learning PreK-12	<p>Identify Power Standards, performance indicators, scoring criteria, assessments</p> <p>RTI implementation/ revision K-12</p> <p>Implement Big Ideas Math Program 6-12</p>	<p>Board Policies reflect and support the proficiency based learning.</p> <p>Communication is timely and articulates progress toward proficiency based learning.</p> <p>Stories demonstrate the success of students in a proficiency-based system.</p> <p>Inform Board members at regular intervals about implementation</p>	<p>Professional Development Time</p> <ul style="list-style-type: none"> ● Workshops ● Subs ● Release Time ● Consultants <ul style="list-style-type: none"> ○ Great Schools Partnership ○ Math Teachers College <p>New Math Materials</p> <ul style="list-style-type: none"> ● Algebra II ● Geometry

Providing our Students with a World Class Education

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

Evidence:

- **Increased percentage of students scoring in the proficient/exceeding categories in math and language arts on the MEA/SAT.**

[illegible]

Providing our Students with a World Class Education

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

Evidence:

- Improvement on assessments collected on District Scorecard

Strategic Objective 3:	Action Steps:	Accountability/ Communication	Stewardship of Resources
Create a long-term District strategic plan	Hire Consultant/Facilitator to assist Superintendent in the strategic planning process	Consultant Contract	Budget for potential subs that may be needed
	Create Strategic Planning Subcommittee	Agenda/Minutes	
	Outline Overall Process	School Board Agenda/Minutes	Budget for necessary funds



Strategic Communications Subcommittee Report

Committee: Strategic Communications

Meeting date: January 12, 2018

Chair: Candy deCsipkes

Committee Members in attendance: Kate Brown, Candy deCsipkes, Becky Foley, Lindsay Sterling, Valy Steverlynck

Agenda Items and Discussion:

1. Committee worked reviewing the first draft of the marketing brochure. The brochure will be edited and brought back to the committee for another review.
2. Committee reviewed the exit surveys that have been returned. Thus far, 16 have been returned. Once there are more surveys returned, trends will be identified for future planning purposes.
3. The committee discussed when to send out the satisfaction survey. This will be done as soon as possible.

The next meeting will be held on March 23, 2018 at 8:30 a.m.

Submitted by: Becky Foley

Satisfaction Survey

We try to continually improve our schools. Please take a few minutes to complete this short anonymous survey. Your responses will help us to understand where we can improve. Please fill one survey for each of the children in your family attending RSU5 schools.

My child attends: *(check one box)*

- ☐ Freeport High School
- ☐ Freeport Middle School
- ☐ Durham Community School
- ☐ Mast Landing School
- ☐ Pownal Elementary School
- ☐ Morse Street School

Please let us know how strongly you agree or disagree with the following statements: (Rating scale: Strongly Agree; Somewhat Agree; Neutral; Somewhat Disagree; Strongly Disagree; Not Applicable)

A. Academics

1. The school offers a challenging, rigorous curriculum.
2. The school is focused on academic achievement, setting high expectations for students.
3. The academic program includes a wide selection of course offerings.
4. Teachers meet my child's needs by including a variety of teaching strategies and activities.
5. Teachers assign high-quality homework that supports learning.

B. Student Support

1. Teachers recognize the academic needs of students and provide supports as needed.
2. Teachers recognize the academic needs of my child and provide additional help as needed.
3. Teachers recognize the academic needs of my child and provide additional challenges as needed.
4. Teachers work together to help my child learn.
5. Support staff, including educational technicians and literacy and math strategists, help meet the needs of students.
6. My child's emotional needs are understood and properly addressed.
7. *(For parents of students receiving Special Education services only)* Special Education services meet the needs of my child.
8. *(For parents of students receiving Gifted and Talented services only)* GT programming meets the needs of my child.

1-12-18 Draft

9. The school provides excellent support services (guidance, nursing, mentoring, college planning, etc.).
10. My child learns life skills such as managing time, prioritizing, meeting deadlines, responsibility, and communicating clearly.

C. Extra-Curricular Activities and Sports

1. The school offers a broad range of extracurricular activities.
2. Students have access to a wide selection of sports through the school's athletic program.

D. School Culture/Climate

1. The atmosphere at school is positive and conducive to learning.
2. The school encourages students to show respect for each other.
3. Adults who work in the school treat students with respect.
4. Teachers have built strong relationships with my child.
5. I feel welcome at my child's school.
6. Parents have opportunities to participate in school activities.

E. Behavior

1. Staff handles discipline fairly, consistently, and effectively.
2. School staff have a positive impact on students' behavior.
3. Staff proactively educates students about the impact and prevention of bullying.
4. Teachers manage classroom behavior effectively.
5. Behavior expectations are made clear to students.
6. The school tells me about behavior expectations for my child.

F. Facilities and Resources

1. The school is safe and orderly.
2. The school is clean and well-maintained.
3. The school reflects the pride taken in educating our students.
4. The school provides quality teaching/learning materials and technology equipment.

G. Communication

1. Administrators and teachers communicate with parents/guardians effectively.
2. I have opportunities to share my views about the school.
3. Teachers and administrators are responsive to my concerns and suggestions.
4. I feel comfortable talking with my child's teacher(s).

1-12-18 Draft

5. Teachers respect agreements and decisions reached at parent teacher meetings, and follow-up on those suggestions.
6. Teachers help me understand how my child's work is evaluated.
7. When reporting about my child's progress, teachers use language I can understand.
8. The school helps me understand how to best support my child's learning at home.

Please share with us your suggestions for improving our schools:

Please share with us one or more things we are doing well:

Thank you very much for completing this survey.



Durham • Freeport • Pownal

11.B.

Finance Subcommittee Report

Date: January 18, 2018

Committee: Finance Committee

Chair: Kate Brown

In attendance: Kate Brown, John Morang, Michelle Lickteig

Guests: Dr. Becky Foley

Meeting Date: January 10, 2018

Agenda Items and Discussion:

Discussion of use of Undesignated Fund Balance for 2018/2019

Michelle L. talked about the amounts used in the prior year to reduce the tax impact (\$850,000 from fund balance). Michelle L. talked about the importance of reducing that amount, as that is too much to consistently contribute. She expressed her interest in trying to bring it as close to \$500,000 for next year's budget (FY19) as possible and to \$250,000 the next year (FY20).

Maine Municipal Bond Bank savings due to refunding

Michelle L. told the committee that the Maine Municipal Bond Bank has sent notices that beginning in 2020, the current debt service held by Maine Municipal Bond Bank will reduce in interest expense. The bank was able to reduce the RSU5 bond payments. This will directly affect the towns that do not have shared debt in the year this reduction begins.

Next Meeting:

February 14, 2018 at Central Office.

Submitted by: Michelle Lickteig, Director of Finance

Regional School Unit No. 5

17 West St, Freeport, ME 04032 Telephone: 865-0928x25 E-mail: lickteigm@rsu5.org



Durham • Freeport • Pownal

11.C.

Policy Subcommittee Report

Committee: Policy

Meeting date: January 5, 2018

Chair: Candy deCsipkes

Committee Members in attendance: Naomi Ledbetter, Cynthia Alexander

Agenda Items and Discussion:

The following policies were reviewed with no changes recommended.

GCI	Professional Staff Development Opportunities
JKAA	Use of Physical Restraint and Seclusion
JKAA-R	Procedures on Physical Restraint and Seclusion

Discussion of Class Size

Review/Revise Policies:

The following policies were revised and will be brought to the Board for 1st read on January 24, 2018.

JICIA	Weapons, Violence and School Safety
IHBAC	Child Find

The next meeting will be held on February 2, 2018 will be held at 8:30a.m.

Submitted by: Cynthia Alexander

Regional School Unit No. 5

17 West St., Freeport, ME 04032 Telephone: 865-0928x5



TO: Kathryn Brown, Jeremy Clough, Candace deCsipkes, Jennifer Galletta, Naomi Ledbetter, John Morang, Michelle Ritcheson, Lindsay Sterling, Valeria Steverlynck, Madelyn Vertenten, Sarah Woodard, Benjamin Morang, Carter Jedrey-Irvin

CC: Julie Nickerson, Lisa Demick, Hiram Sibley, Ray Grogan, Erin Dow, Dennis Ouellette, Will Pidden, Craig Sickels, Seth Thompson, David Watts, Jen Gulko, Bonnie Violette, Emily Grimm, Darren Carter, Charlie Mellon, Michelle Lickteig, Anne-Marie Spizzuoco, Beth Daniels, Deanna Coro, Diana Passmore, Dorothy Curtis, Eugenia O'Brien, Hank Ogilby, Lisa Blier, Linda Pritchard, Nancy Drolet, Nancy Dyer, Jessica Sturges, Laurie Allen, Crystal Boucher

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

DATE: January 17, 2018

RE: Review/Update of Policies

At the January 24, 2018 RSU5 Board of Directors Meeting, the following policies will be on the agenda for 1st Read and 2nd Read. The policies are attached.

1st Read Policies

IHBAC – Child Find
JICIA – Weapons, Violence and School Safety

2nd Read Policies

BDA – Board of Directors Organizational Meeting
BDE – Board of Directors Standing Committees

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

GCI – Professional Staff Development Opportunities
JKAA – Use of Physical Restraint and Seclusion
JKAA-R – Procedures on Physical Restraint and Seclusion

CHILD FIND

RSU No. 5 seeks to ensure that all children within its jurisdiction are identified, located and evaluated who are school-age 5 through the school year in which they turn 20 and who are in need of special education and supportive assistance -- including homeless children, state wards, state agency clients, students who have been suspended or expelled, children attending private schools receiving home instruction, children incarcerated in county jails, children who have the equivalent of 10 full days of unexcused absences or 7 consecutive school days of unexcused absences during a school year, highly mobile children (including migrant or homeless), and children who are suspected of being disabled and in need of special education and supportive assistance even though they are advancing from grade to grade.

The school unit's child find responsibility shall be accomplished through a unit-wide process which, while not a definitive or final judgment of a student's capabilities or disability, is a possible indicator of special education needs. Final identification of students with disabilities and programming for such students occurs only after an appropriate evaluation and a determination by the IEP Team.

The school unit shall provide Child Find during the first 30 days of the school year or during the first 30 days of enrollment for transfer children, in addition to other Child Find activities provided by the school unit.

This child find process shall include obtaining data on each child through multiple measures, direct assessment, and parent information regarding the child's academic and functional performance, gross and fine motor skills, receptive and expressive language skills, vision, hearing and cognitive skills. RSU No. 5 may schedule child find activities during its annual kindergarten enrollment to assist in planning for necessary special education and related service at the start of the school year. If screening occurs in the spring prior to school entry, RSU No. 5 will refer the child to the regional CDS site within 10 school days.

If the child find process indicates that a student may require special education and supportive services in order to benefit from regular education, the student shall be referred to the IEP Team to determine the student's eligibility for special education services.

School staff, parents, or agency representatives or other individuals with knowledge of the child may refer children to the IEP team if they believe that the student, because of a disability, may be in need of special education and supportive services in order to benefit from regular education. Such a referral should follow the school unit's pre-referral and referral policy.

Legal References: 34 C.F.R. § 300.111 (2006); Me. Dep't of Educ. Reg. ch. 101, IV(2) (May 2012).

Adopted: June 24, 2009
 Reviewed: April 25, 2012
 Revised: April 24, 2013
 Revised: _____

WEAPONS, VIOLENCE AND SCHOOL SAFETY

The RSU No. 5 Board of Directors believes that students and staff are entitled to learn and work in a school environment free of violence, threats and disruptive behavior. Students are expected to conduct themselves with respect for others and in accordance with Board policies, school rules, reasonable unwritten behavior expectations, and applicable state and federal laws.

School staff are required to report immediately incidents of prohibited conduct by students to the building administrator/designee for investigation and appropriate action.

I. Prohibited Conduct

Students are prohibited from engaging in the following conduct on school property, while in attendance at school or at any school-sponsored activity, or at any time or place that such conduct directly interferes with the operations, discipline or general welfare of the school:

- A. Possession and/or use of articles commonly used or designed to inflict bodily harm and/or to threaten, intimidate, coerce or harass another person. Examples of such articles include but are not limited to firearms, BB guns, pellet guns, any other kind of gun, ammunition, explosives, cross-bows, brass knuckles, switchblades, knives, chains, clubs, Kung Fu stars and numchucks;
- B. Use of any object, although not necessarily designed to be a weapon, to inflict bodily harm and/or to threaten, intimidate, coerce or harass another person. Examples of such articles include but are not limited to bats, belts, picks, pencils, compasses, objects capable of ignition (e.g., matches, lighters), files, tools of any sort and replicas of weapons (including toys);
- C. Violent or threatening behavior, including but not limited to fighting, assault and/or battery, taking hostages, threats to commit violence against persons or property (e.g., verbal or written death threats, threats of bodily harm, bomb threats);
- D. Verbal or written statements (including those made on or through a computer) which threaten, intimidate, or harass others, which tend to incite violence and/or disrupt the school program;
- E. Willful and malicious damage to school or personal property;
- F. Stealing or attempting to steal school or personal property;
- G. Lewd, indecent or obscene acts or expressions of any kind;

- H. Violations of the school unit's drug/alcohol and tobacco policies;
- I. Violations of state or federal laws; and
- J. Any other conduct that may be harmful to persons or property.

II. Use of Other Weapons in Instructional Activities

Nothing in this policy shall prevent the school system from offering instructional activities using objects other than firearms that are generally considered weapons (e.g., bows and arrows) or from allowing an object generally considered a weapon to be brought to school for supervised instructional activities (e.g., archery, boat building) approved by the Board so long as the Board has adopted appropriate safeguards to ensure student and staff safety.

Note: Firearms that are approved under Federal and State law may be approved by the Superintendent.

Any proposal to introduce an instructional activity involving such objects must be submitted in writing to the Superintendent, who may make a recommendation to the Board. Such proposal must state the objectives of the activity and describe the safeguards that will be put in place to ensure student and staff safety.

No weapons or objects that are generally considered weapons may be used in instructional activities or brought to school for instructional activities unless the Superintendent/designee has given specific permission in advance.

IV. III. Disciplinary Action

Principals may suspend and/or recommend expulsion of students who violate this policy based upon the facts of each case and in accordance with applicable state and federal laws. Conduct which violates this policy is deliberately disobedient and deliberately disorderly within the meaning of 20-A MRSA § 1001 (9) and will be grounds for expulsion if found necessary for the peace and usefulness of the school. Such conduct may also be grounds for expulsion under other provisions of 20-A MRSA § 1001 (9 and 9-A) that specifically prohibit the use and possession of weapons, infractions of violence, and possession, furnishing and trafficking of scheduled drugs.

Students who are found to have brought a firearm (as defined by federal law) to school (~~as defined by federal law~~), shall be expelled for a period of not less than one year, unless this requirement is modified by the Superintendent on a case-by-case basis.

All firearms violations shall be referred to law enforcement authorities as required by law. Other violations of this policy shall be referred to law enforcement authorities at the discretion of the Superintendent.

Students with disabilities shall be disciplined in accordance with applicable federal and state laws/regulations and School ~~Committee~~ Board Policy JKF.

~~The School Committee authorized the Superintendent to request an immediate psychological evaluation of a student who violates this policy when, in his/her opinion, such an evaluation will assist in assessing the risk the student poses to school safety if the student were to remain in school.~~

~~The Superintendent is also authorized to request psychological evaluations of students who have been identified as posing a substantial risk of violent behavior.—~~

~~All such evaluations shall be performed at the school unit's expense.~~

~~If the parents/guardians and/or student refuse to permit a requested psychological evaluation, the Superintendent and the School Committee may draw any reasonable inferences from the student's behavior concerning the risk the student poses to school safety for purposes of determining appropriate action.~~

IV. Notification Team/Confidentiality

Maine law authorizes law enforcement officers and criminal justice agencies to share with a superintendent or principal information pertaining to a juvenile when the information is credible and indicates an imminent danger to the safety of students or school personnel on school grounds or at a school function. Maine law requires the District Attorney to notify the superintendent when a juvenile is charged with use or threatened use of force or is adjudicated as having committed one or more juvenile crimes that involve the use or threatened use of force.

Within ten days or immediately if necessary for school safety, the Superintendent shall convene a notification team. The notification team must include the administrator/designee of the school building where the student attends, at least one classroom teacher to whom the student is assigned, a guidance counselor, and the student's parent/guardian. The notification team shall determine on this basis of need which school employees are entitled to receive information concerning allegations or adjudications of use or threatened use of force. Information received by the Superintendent/designee and disclosed to the notification team and/or disclosed to school employees is confidential and may not become part of the student's educational record.

The Superintendent shall ensure that confidentiality training is provided to all school employees who have access to this information.

Legal References: 20 USCA § 8921 (Gun-Free Schools Act of 1994)
 20-A MRSA §§ 1001 (9); 1001 (9-A); 6552
 17-A MRSA §§ 2(9); 2(12-A)

Cross Reference: ACAA-Harassment and Sexual Harassment of Students
 ADC-Tobacco Use and Possession
 EBCA-Crisis Response Plan
 JICH-Drug and Alcohol Use by Students

JK-Student Discipline
JKD-Suspension of Students
JKE-Expulsion of Students
JKF-Disciplinary/Removal of Students with Disabilities
JIH-Questioning and Searches of Students
KLG-Relations with Law Enforcement Authorities

Adopted: July 8, 2009
Reviewed: January 23, 2013
Revised: _____

BOARD OF DIRECTORS ORGANIZATIONAL MEETING

Reorganization shall be effected at the first regular meeting of the Board of Directors following Board of Directors elections. At this meeting in June, there shall be an election for the ensuing year of a Chair and a Vice Chair.

The Chair and Vice Chair shall serve until the next annual organizational meeting in June, by vote of the Board of Directors. Removal prior to the next organizational meeting shall require super majority vote of the whole Board.

The Board of Directors ~~Chair shall appoint~~ will elect members of the Board to Standing Committees. Each Committee shall elect its own Chair. The Board of Directors Chair shall appoint members of the Board to any temporary Committees.

All Committees shall be composed of less than the majority of the Board of Directors.

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

BOARD OF DIRECTORS STANDING COMMITTEES

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

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

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

Establishment and Functions of Standing Committees

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

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

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

Authorization/Appointment of Standing Committees

The Board of Directors shall have the following standing committees:

Finance Committee

Negotiations Committee

Policy Committee

Strategic Communications Committee

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

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

Adopted: October 28, 2009
Reviewed: February 16, 2011
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Revised: _____