

**REGULAR MEETING OF RSU NO. 5 BOARD OF DIRECTORS  
WEDNESDAY– FEBRUARY 3, 2016  
FREEPORT HIGH SCHOOL – LIBRARY  
6:30 P.M. REGULAR SESSION  
AGENDA**

I. The meeting was called to order at \_\_\_p.m. by Chair Michelle Ritcheson

II. Attendance:

\_\_\_ Louise Brogan  
\_\_\_ Kathryn Brown  
\_\_\_ Jeremy Clough  
\_\_\_ Candace deCsipkes  
\_\_\_ Naomi Ledbetter

\_\_\_ John Morang  
\_\_\_ Beth Parker  
\_\_\_ Brian Pike  
\_\_\_ Michelle Ritcheson  
\_\_\_ Lindsay Sterling  
\_\_\_ Valeria Steverlynck

III. Pledge of Allegiance:

IV. Adjustments to the Agenda:

V. Public Comments:

VI. Correspondence:

A. Letter from Kevin Nadeau

VII. New Business:

A. Consideration and approval to allow advertising banners on the FHS outfield fence.

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

VIII. Unfinished Business:

A. Consideration and approval to rotate the location of the Annual Budget Meeting between the three towns beginning with 2016 at Durham Community School, 2017 at Pownal Elementary School, and 2018 at Freeport High School then back to Durham Community School.

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

B. Workshop: Budget Review

1. Durham Community School – Will Pidden
2. Freeport Middle School – Ray Grogan
3. Freeport High School – Brian Campbell

C. Discussion on Open vs. Closed Warrant Articles.

IX. Adjournment:

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

Kevin Nadeau  
568 Quaker Meetinghouse Road  
Durham, ME 04222

January 27, 2016

Board of Directors  
RSU 5  
17 West. St.  
Freeport, ME 04032

Dear Board Members,

With a fourth-grader and a third-grader at Durham Community School, and a wife employed by RSU 5 (Ruth Dodge, SLP), my family has as much interest as anyone in seeing that RSU 5 has the resources it needs to fulfill its mission. That being said, we can't ignore the financial realities of the impact to the taxpayers of the district in recent years. I'm asking that the Board exercise restraint in this year's budget and keep any increase to 4% or less. With the full high school renovation bond payment becoming part of the budget for the first time next year, that will certainly present a challenge, but I believe it's in the best long-term interest of the RSU to do so. There will be more room for new investments in the 2017-2018 cycle when the bond payment will be part of the budget baseline.

As we saw last spring, restraint on the part of the Board is not enough. The trigger for the current withdrawal effort in Durham was the fact that a relatively small group of people were able to take advantage of the process at the Annual 3-Town Budget Meeting and add an additional \$150,000 to a budget that was already calling for the largest increase in the history of the RSU. This occurred in spite of the recommendation of the School Board that the additional spending was either not necessary or already accounted for in the budget via contingency accounts. I believe this must change if the RSU is to survive long term.

Fortunately, there appears to be an option available to the Board. I call your attention to the *Citizen's Guide to Town Meeting* on the Maine Municipal Association web site. In the "What do the following words mean?" section, the guide makes reference to capped and open ended money articles. Please see link and excerpt below...

<http://www.memun.org/TrainingResources/LocalGovernment/AGuidetoTownMeeting.aspx>

Currently, RSU 5 budget articles appear on the warrant as open-ended articles, as in the example below, allowing them to be amended up or down.

**Article 1:** To see what sum the Regional School Unit will be authorized to expend for Student and Staff Support.

**Regional School Unit Board Recommends: \$2,837,476**

If the format of the articles were changed to the Capped format below, they could only be amended downward.

**Articles 1:** To see if the Regional School Unit will vote to raise and appropriate the sum of \$2,837,476 for Student and Staff Support.

**Regional School Unit Board Recommends: Yes**

I reviewed the school budget approval processes for every district surrounding RSU 5, as well as two other districts the RSU typically benchmarks. As you can see, nearly every district in our area has some level of fiscal check and balance on the process.

- RSU 15 (Gray/New Gloucester) and RSU 75 (Topsham, Bowdoin, Bowdoinham, Harpswell) currently use the “Capped” format for Articles on the Budget Meeting Warrant.
- In Brunswick, Falmouth, Lisbon and Cape Elizabeth, the total amount of school budget spending must be vetted and approved by the Town Council. There is no opportunity for citizens to amend the budget.
- Yarmouth uses the open-ended article format, but the budget is vetted by the Town Council who has the opportunity to offer a competing recommendation that appears along with the School Board’s recommendation for each article on the warrant.
- RSU 51 (Cumberland/North Yarmouth) uses the same process as RSU 5.

I strongly urge the Board to adopt the “capped” warrant article format beginning with the current budget season. I’ve attached correspondence I’ve had with the Maine DOE on this matter. As you can see, the Board has complete discretion on which format to use.

Some may argue that this somehow subverts the democratic process, but I think quite the opposite is true; it protects it. The budget process occurs over several months with multiple public hearings and opportunity for input. The end result represents the best judgement of our Administrators and elected School Board members. Allowing the opportunity for a small, well-organized special interest group to substitute their own judgement for that of the very deliberative process that has already occurred is what truly subverts the democratic process.

Moving to a capped article format would bring much needed credibility and at least a small measure of fiscal check and balance to the budget process. This would also address a major concern of those in Durham advocating for withdrawal from the RSU. I again urge you to adopt this change for the 2016/17 budget season.

Sincerely,

Kevin Nadeau  
Durham, ME

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**From:** "Tyler Backus" <Tyler.Backus@maine.gov>  
**To:** "kevin nadeau" <kevin.nadeau@comcast.net>  
**Cc:** "Paula B Gravelle" <Paula.B.Gravelle@maine.gov>  
**Sent:** Monday, November 2, 2015 10:43:34 AM  
**Subject:** FW: RSU 5 annual budget meeting question

Hi Kevin, Paula sent me your question as I have some experience with topic.

There is no requirement on which format to use, but using the open format allows the voters at the meeting the option to raise or lower individual articles versus using the closed (or capped) format only allows voters to lower individual articles. Whether a school district uses an open or closed format is a decision that the school board would make during the budget preparation. Below are example text for each format type:

Open format:

Article 1: To See what sum the Regional School Unit will be authorized to expend for Regular Instruction.  
School Board Recommends \$x,xxx,xxx.xx

Closed format:

Article 1: Shall the Regional School Unit be authorized to expend \$x,xxx,xxx.xx for Regular Instruction?

Tyler Backus  
School Finance Coordinator  
Maine Department of Education  
207-624-6790

**From:** Gravelle, Paula B  
**Sent:** Monday, November 02, 2015 9:25 AM  
**To:** Backus, Tyler  
**Cc:** Allen, Joanne  
**Subject:** FW: RSU 5 annual budget meeting question

Tyler,

Can you help Kevin with his questions about the format of warrant articles?

Thanks,

*Paula Gravelle*

School Finance Coordinator  
Maine Department of Education  
Phone (207) 624-6792

<http://www.maine.gov/doe/>

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## ADVERTISING IN THE SCHOOLS

The Board of Directors believes that, in general, product advertising and/or endorsement is to be discouraged in the schools. The Board has an obligation to assure that students, who are required by law to attend, are not subjected to commercial messages of any kind without careful analysis of the benefits and risks that pertain in each instance. Since the issue of advertising in the schools can be attended by strong opinions, the Board may seek comments and recommendations from the administration, the professional teaching staff and the community prior to considering any form of advertising in schools, on school grounds or on school buses.

The Board is opposed in principle to accepting any programming, equipment or services that are offered only on the basis of mandatory exposure of students to product advertising. The Board recognizes, however, that in some instances product names, logos or advertising may be acceptable when the programming, equipment or services can be clearly shown to be of significant benefit to the school program.

The Board reserves the right to consider requests for advertising in the schools, on school grounds or on school buses on a case-by-case basis, except that:

- A. Brand specific advertising of food or beverages is prohibited in school buildings, on school grounds or on school buses except for food and beverages meeting standards for sale or distribution on school grounds in accordance with Department of Education rules. For the purpose of this paragraph, "advertising" does not include advertising on broadcast media or in print media such as newspapers and magazines, clothing with brand images worn on school grounds or advertising on product packaging.
- B. Consistent with its efforts to promote a tobacco, alcohol and drug-free environment, the Board will not agree to displays of advertising in school buildings, on school grounds or on school buses for tobacco products, alcoholic beverages, drugs (including prescription and over the counter medications), performance enhancing substances or dietary supplements.

Legal Reference: 20-A M.R.S.A. § 6662  
Me. Dept. of Ed. Rule Ch.51

Cross Reference: EFE – Competitive Food Sales – Sales of Foods in Competition with the  
School Food Services Program

Adopted: August 25, 2010  
Reviewed: April 24, 2013





**FUNDRAISING PROJECT REQUEST FORM**

Please complete each section of this form and submit to the Building Administrator.

Name of Project Coordinator: **Elena Bell Wagner/ Lynn Shea**

Address: **30 Holbrook St. Freeport, Maine 04032**

Phone Number **Work: 207-869-4022 Home: 704-280-7676**

Name of Group/Organization: **Freeport High School Baseball/Softball Boosters**

Date Submitted for Review: **01/21/2016**

Date(s) of Fundraising Event: **On going until start of season- starting immediately after approval. Banners in place Spring, Summer, Fall**

Location of Fundraising Event: **FHS and surrounding communities/businesses**

Title and Description of Event: **Freeport HS Baseball/Softball Field Advertising**

Description of How Funds will be used to Support Student Learning: **Advertising banners to be placed along the outfield fence. All banners of uniform color and style. Funds will be used to purchase much needed equipment for the baseball and softball teams and for field maintenance items, spring trips**

ADMINISTRATOR'S RECOMMENDATION:

\_\_\_\_\_ DENIED REASON: \_\_\_\_\_

☒ APPROVED SIGNATURE:  DATE: 1-21-16

(Administrator)

SUPERINTENDENT'S ACTION:

\_\_\_\_\_ DENIED REASON: \_\_\_\_\_

\_\_\_\_\_ APPROVED SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

(Superintendent)

Administrative procedure Adopted: 6/17/10

***\*\*Please see attached letter***

January 21<sup>st</sup>, 2016

Good afternoon, Mr. McDonough—

My name is Elena Wagner and I am the president of the Freeport High School softball and baseball boosters and also help on the soccer and basketball boosters. My colleague Lynn Shea and I have been racking our brains to try and take fundraising to the next level for the future of Freeport baseball and softball.

Unlike XC, soccer, basketball, golf, and other sports, baseball and softball are expensive sports – helmets, bats, indoor and outdoor batting cages, leather balls, batting Ts, pitching machines, and catcher's gear are important items for our program but are quite expensive to buy and maintain. We also do not have the luxury of a concession stand to help defray these costs like soccer and basketball. Football boosters benefit from being able to charge for admission to the games and from money made from local advertisements in their programs given out at each game. Basketball sells ads in their program as well. (I'm sorry to only use these sports- but I have some knowledge of them since my boys play these sports)

Here are some numbers that may put things in perspective for comparison:

#### *BASEBALL/SOFTBALL*

At year's end last baseball/softball season we had \$2,372.90 softball / \$2931.71 baseball in the bank.

\*\*\*\*\*With \$2,500 to be used this spring for a new batting cage net (\$2,5000 from us and \$2,500 from school)- leaving us just \$1122.9/\$1681.71 to start this season.

Fundraising for 2015- \$667 on carwashes \$178 on bottle drive \$250 from Bow Street bottle drive \$200 for apparel \$486 Tuscan Bistro night \$240 Furniture Superstore day

#### *BASKETBALL*

At near year's end we are at about \$8,500

Fundraising for 2015-16- average \$500 PER GAME for boys and \$300 for girls \$85 dollars per game for chuck a duck \$2000 for advertising in program (\$3000+ for free throw shots and other numbers for bottle drive, dinner nights, etc.. have not been added in yet)

It is about the subject of advertisements that I am writing to you.

Earlier this week Lynn Shea wrote to Ginny about the possibility of getting donations from local businesses in return for banners to be placed on the fence of the baseball or softball fields. She was nice enough to send us the policy on advertising in the school. In reading the policy, I was hopeful that we may be able to persuade the board to allow us to advertise on our fences, and therefore benefit the community (our field shares the first base line with the town's parking lot) and to our teams.

The policy reads, in part,

"Since the issue of advertising in the schools can be attended by strong opinions, the Board may seek comments and recommendations from the administration, the professional teaching staff and the community prior to considering any form of advertising in schools, on school grounds or on school buses. The Board reserves the right to consider requests for advertising in the schools, on school grounds or on school buses on a case-by-case basis."

Many schools in our area (Yarmouth, Greely, Cape, etc.) already allow for this type of advertising on their fields to help defray costs of upkeep, and most agree it's evident when you compare our fields to those of our opponents. We are proud of our field and many of our parents and field crew have spent many hours getting it into the best shape possible. We raked and cleared the fields in spring, trimmed trees and bushes, shoveled snow, gave the dugouts a fresh coat of paint, and even painted a large Freeport "F" on the dugout to show our Falcon pride.

I feel that hanging our advertisements on the fence is equivalent to the advertisements placed in the back of the basketball and football programs. I know we cannot argue apples to apples, but in this case it is the best I can do since we do not have programs at baseball games.

We do not have any plans to place any product or business advertising that would harm the reputation of Freeport High School or the surrounding community and promise you that if allowed- you will be happy with anything that is hanging on our fields. We plan to have all banners be of uniform size and shape and will stick to the colors of our school or perhaps green and white as does Yarmouth and other surrounding towns.

If I were to boil this down to a single pitch, I would say that the baseball and softball programs have immediate equipment and programmatic needs that they simply can't afford... because compared to other FHS sports, they do not have the same revenue-generating opportunities. We are certain that selling advertisements for the high school fields would put us over the top and allow us to purchase the equipment (and keep the fields, nets, screens, etc. in good repair) that the teams need.

Please see our attached form with Craig Sickelss endorsement. Please feel free to call or email me with any further questions or concerns.

Thank you for taking the time to read this email and hope you will be persuaded to make an exception in our case.

Be well and have a great day.

*Elena Bell Wagner*  
*President of the Baseball & Softball Boosters*  
[704-280-7676](tel:704-280-7676)



## FY 2017 BUDGET: SCHOOL BOARD BUDGET WORKSHOP PRESENTATION

### Building/Program: Durham Community School

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

- Return of Kindergarten Jump Start to programming for targeted students beginning Kindergarten. *PES students will also attend this session.*
- Incremental increase to music, 0.1 FTE, to support increased offerings for band and chorus.
- Add role of Assistant to the Athletic Director (similar to FMS) in order to provide time for the Assistant Principal to re-focus on school culture and learning.
- Increase student engagement and connection to school through offering more clubs afterschool for students in 4 - 8 to have the opportunity to join. Green team, Writing.

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

The biggest impact is in the goal area of *student achievement*. Last year we were unable to offer KJS and we have seen the impact of that in our Kindergarten classrooms. We will host a summer session of this intervention for children in Durham and Pownal who are identified through the screening process.

Adding the role of Assistant to the Athletic Director will allow our assistant principal to focus on student learning and school culture. There has been a far greater demand on the AD role since DCS became part of the Cumberland County Conference.

#### FY 2017 Projected Enrollment / Class Size Ratio by Grade

	Student Count	Teachers	Class Size
Grade	Durham Community	Durham Community	Durham Community
PK	32	1	16
K	45	3	15
1	45	3	15
2	44	3	15
3	53	3	17-18
4	42	2	21
5	38	2	19
6	46	2	23
7	53	3	17-18
8	47	2	23-24
Total Classroom Teachers	445	24	18.5

**Staffing Adjustments to Budget in FY 16****Staffing Adjustments to Budget in FY 17**

Pre-K Ed. Tech	Increase 0.1 to music for band and chorus
Reduction of music 0.2	Stipends for student clubs
	Stipend for Assistant to AD

**Other significant FY 17 requests in budget and need (Supplies, Equipment, etc).**

We have added some supply money to upgrade the robotics in STEM and some equipment money to start the upgrade for security cameras from analog to digital. There is also a request for the annual ropes course maintenance to ensure safety and meet insurance requirements.

**What did you request that was not included in your budget? How will the needs in your request be met differently?**

Our budget requests are presently all included in the budget.

**Building/Program:** Freeport Middle School

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

Help improve student learning through continued transition to standards, increased literacy support and supporting school culture and discipline, will all be aided by increasing assistant principal from .6 to .8.

Increase student engagement and connection to school through offering more clubs afterschool for all kids to have the opportunity to join. Green team, Writing, Ropes Course, Coding, Robotics.

Increased nursing from .5 to .7 due to nursing needs of our students.

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

The increased assistant principal will help improve student achievement and teacher effectiveness through helping working with teachers on classroom instruction, literacy and school/classroom culture. The stipends will provide new unique learning opportunities for students that will improve engagement and student achievement.

**FY 2017 Projected Enrollment / Class Size Ratio by Grade**

	Student Count	Teachers	Class Size
6th Grade	95	5	19
7th Grade	110	6	18-19
8th Grade	98	5	19-20

**Staffing Adjustments to Budget in FY 16**

**Staffing Adjustments to Budget in FY 17**

RTI teacher Math/ELA	Stipends for student clubs Assistant principal increased from .6 to .8 Nursing .5 to .7
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**Other significant FY 17 requests in budget and need (Supplies, Equipment, etc).**

We can always use more supplies and replace more aging equipment, but with keeping the budget similar to last year we are able to get the needed supplies and will be looking to add more security cameras, continue replacing broken student chairs, and make required safety upgrades to the ropes course.

**What did you request that was not included in your budget? How will the needs in your request be met differently?**

Ed. Tech was requested to help support the 6th grade students in the transition to the middle school (and also as needed help when we don't have enough subs). 6th grade students have more teachers, greater expectations, and more self-responsibility than before and some students need help with these changes. We will continue working with 6th grade students with our teachers, guidance and administration to help support the kids in the transition. We will continue to have teachers, ed. techs, and administration cover classes when we don't have enough subs.



## FY 2017 BUDGET: SCHOOL BOARD BUDGET WORKSHOP PRESENTATION

VIII B.3.

**Building/Program:** Freeport High School

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

- Supporting proficiency work through continuing relationship with Great Schools Partnership
- Summer curriculum work- aligning all units to proficiency, development of performance tasks, and backward unit design
- Expanding music programming and replacement of older fitness equipment while expanding that program

### **How do these priorities align with the district's four strategic goals?**

- Budget requests align with Goal #1 around PBE, PBL, curriculum development, increasing student achievement, identifying strong teaching/learning, and raising student aspirations

### **FY 2017 Projected Enrollment / Class Size Ratio by Grade**

508 total enrollment

- 132 (9<sup>th</sup>)
- 143 (10<sup>th</sup>)
- 107 (11<sup>th</sup>)
- 126 (12<sup>th</sup>)

### **Staffing Adjustments to Budget in FY 16**

- Hired .5 Social Studies (new hire)
- Hired science teacher to replace a retirement
- Increased Simon Skold's role to support VHS and service learning
- Increased Amy Hunter .25

### **Staffing Adjustments to Budget in FY 17**

- Zero

### **Other significant FY 17 requests in budget and need (Supplies, Equipment, etc).**

- Increasing percussion section of concert band
- Outfitting the new fitness center and upgrading older equipment for safety reasons

### **What did you request that was not included in your budget? How will the needs in your request be met differently?**

- Staffing requests in ELA and SS
- .5 SS will need to be increased for 17-18 with the economics requirement for Class of 2019