

RSU No. 5 Board of Directors Meeting  
Wednesday, March 26, 2014 – 6:30 p.m.  
Freeport High School - Cafeteria  
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 April 30, 2014 meeting).

**CALLED TO ORDER:**

Chairperson Larkins called the meeting to order at 6:35 p.m.

**MEMBERS PRESENT:** Kathryn Brown, Candace Decsipkes, Nelson Larkins, Naomi Ledbetter, John Morang, Peter Murray (arrived at 6:47 p.m.), Beth Parker, Michelle Ritcheson, Valeria Steverlynck, Karin VanNostrand

**MEMBERS ABSENT:**

**3. PLEDGE OF ALLEGIANCE:**

**4. CONSIDERATION OF MINUTES:**

- A. **VOTED:** (1) To approve the minutes of February 26, 2014 and March 12, 2014 as presented barring any errors or omissions. (Parker – Steverlynck) (10 – 0)

**5. ADJUSTMENTS TO THE AGENDA:**

No reports on 6.C. and 15. C.

**6. GOOD NEWS & RECOGNITION:**

- A. Report from Student Government: Abby Smith, a member of Student Government, reported on the following: One Acts came in 4<sup>th</sup> in states; four students will be keynote speakers at MLTI conference; juniors will take science portion of SAT's tomorrow; students visiting USM to see engineering programs; US Army Field Band concert on April 1<sup>st</sup> in FPAC; spring sports begin on March 31<sup>st</sup>; and today was epilepsy awareness day.
- B. Lives in the Balance Trailblazer Award – Superintendent Welsh recognized Principal Tom Ambrose for his work with the Collaborative & Proactive Solutions model.
- C. Freeport High School Student/Teacher Update – No report given.

**7. REPORTS FROM ADMINISTRATORS:**

- A. FPAC Update – David Watts provided an update on the FPAC including: 337 calendar events this year; 36 events generated income; 1531 after school usage hours; school and community drama programs are the biggest users; 2 main house techs. David also reported all light bulbs have been changed to LED and we need to start thinking about replacing bigger items.
- B. State of the Schools Overview – Joe Makley reported the State of the Schools report has been mailed to all homes in the RSU. The report provides information on how the students are performing in testing such as NECAP, MHSA, and NWEA compared to the state and other districts. Both the NECAP and SAT will be replaced by the new Smarter Balanced Assessment

Consortium test next year. Also included in the report is the graduation rate, student transfers in and out of the district and costs and efficiencies.

#### **8. SUPERINTENDENT'S REPORT:**

- A. Goals Update – Report out on meetings with Councilors and Selectmen: Kate Brown, Candy Decsipkes and Nelson Larkins met with their town's governing boards to report out on the following: educational happenings within the schools; budget; superintendent search; withdrawal; and state of the schools. All three governing boards are interested in creating a leadership team.

#### **9. PUBLIC COMMENTS:**

Eric Wyman of Freeport spoke in favor of Literacy and Math strategists and Ed Techs  
Jennifer Melville of Freeport spoke in favor of repairing the FHS tennis courts this year.  
Dede Bennell of Freeport spoke in favor of repairing the FHS tennis courts this year.  
Kristen Dorsey of Freeport spoke in favor of additional professional development in the calendar.

#### **10. ORGANIZATIONAL BUSINESS**

#### **11. UNFINISHED BUSINESS:**

- A. Budget FY'15 - Superintendent Welsh reported the formal presentation of the budget took place last evening with a through overview of the budget article by article including the anticipated impact to taxpayers, how the budget was developed and Administrators priority items.

Board members asked questions about the budget.

- B. **VOTED: (2)** To hold the Annual Budget Meeting in the Freeport High School Gymnasium. (Stevelynck - Murray) (10 – 1 Ricker)

#### **12. NEW BUSINESS:**

- A. 1<sup>st</sup> Read on the 2014-2015 School Calendar.

- B. **VOTED: (3)** To appoint Beth Parker as the Board representative to the FHS Principal Interview Team. (Brown - Decsipkes) (7 – 4 Morang, Murray, Stevelynck, VanNostrand)

#### **13. FINANCIAL REPORTS:**

- A. RSU No. 5 Financial Statement March 19, 2014

#### **14. COMMUNICATIONS (Consent Agenda):**

- A. Program Support Specialist Job Description

**15. BOARD COMMENTS (Reports from Sub-Committees):**

- A. Strategic Communications – Candy Decsipkes reported the committee met on March 6<sup>th</sup> to review the State of the Schools report that Joe Makley reported on earlier tonight. Dine and Discuss sessions will be held on April 9<sup>th</sup> in Pownal, April 30<sup>th</sup> in Durham and May 7<sup>th</sup> in Freeport
- B. Finance – John Morang reported the Finance Director presented and reviewed the 2012-2013 financial audit. There were no material weaknesses or significant deficiencies that were identified. Once again there were a few suggestions from the Auditor for improvements within the Business Office and schools that are currently being implemented. The school nutrition program has a budget shortage due to new federal regulations including price increases and healthier choices. The committee also discussed the undesignated fund balance. Warrants were signed.
- C. Region Ten Technical High School Cooperative Board – No report given.
- D. Withdrawal Working Group – Michelle Ritcheson reported the group continues to meet on Monday nights. They met with Durham and Pownal Advisory Committees on March 24<sup>th</sup>. A joint meeting with the Freeport Withdrawal Committee was held on March 19<sup>th</sup>. The Working Group met with the attorney last week. The next meeting of the Working Group will be held on March 31<sup>st</sup>.

**16. PERSONNEL:**

- A. Staff Resignations:
  - 1. Anne Ware – Durham Community School Educational Technician
  - 2. Eleanor Sears – Freeport Middle School Assistant Principal
- B. Retirements
  - 1. Judi Foye, Mast Landing School Educational Technician

**17. POLICY REVIEW:**

- A. Policy Packet 14-4 was distributed.
- B. 1<sup>st</sup> Read on the Following Policies: Packet 14-6
  - 1. DA- Fiscal Management Goals/Priority Objectives
  - 2. DB - Annual Budget
  - 3. DBG- Budget Adoption Process
  - 4. DFF- Student Activities Funds
  - 5. DI-Fiscal Reporting
  - 6. DID-Inventories
  - 7. DIE-Audits/Financial Monitoring
  - 8. DJ-Bidding/Purchasing Requirements
  - 9. DJC-Petty Cash Accounts

10. DLB- Tax Sheltered Annuities

11. DM-Cash in School Buildings

12. DN-School Properties Disposition

13. DO-Approval for New Programs

C. **VOTED: (4)** To adopt the Following Policies: Packet 14-5 (Parker – VanNostrand) (11 – 0)

1. BIA - New Board of Directors Member Orientation
2. BIB - Board of Directors Member Development Opportunities
3. BIC - Board of Directors Member Freedom of Access Training
4. BIC-E - Certification of Completion of Freedom of Access Training
5. BID - Board Member Compensation and Expenses
6. CA - Administrative Goals/Priorities Objectives
7. CB – School Superintendent
8. CBI - Evaluation - School Superintendent
9. CC - Administrative Organization
10. CCA - Organizational Chart
11. CHA – Development of Administrative Procedures
12. CHD – Administration in the Absence of Policy
13. JHB - Truancy

**18. EXECUTIVE SESSION:**

A. **VOTED (5):** To enter into Executive Session as outlined in 1 M.R.S.A § 405(6)(D) for the purpose of discussing Director contracts for RSU No. 5. (Brown – Morang) (11 – 0)

Time In: 8:23 p.m.

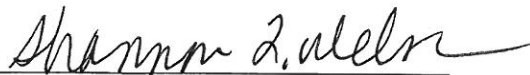
Time Out: 9:11 p.m.

**19. ACTION AS A RESULT OF EXECUTIVE SESSION:**

A. **VOTED: (6)** To authorize the Superintendent to issue contracts to Directors as discussed in Executive Session. (Ritcheson – Brown) (11 – 0)

**20. ADJOURNMENT:**

**VOTED: (7)** To adjourn at 9:13 p.m. (Brown – Ledbetter) (11 – 0).



Shannon L. Welsh, Ed.D.  
Superintendent of Schools