

RSU No. 5 Board of Directors Meeting
Wednesday, March 27, 2013 – 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 24, 2013 meeting).

CALLED TO ORDER:

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

MEMBERS PRESENT: Jane Blais, Ruth Broene, Kathryn Brown, Candace Decsipkes, Brenda Kielty, Nelson Larkins, John Morang, Peter Murray, Beth Parker, John Ricker, Karin VanNostrand (arrived at 6:40 p.m.)

MEMBERS ABSENT:

3. PLEDGE OF ALLEGIANCE:

4. CONSIDERATION OF MINUTES:

A. **VOTED:** (1) To approve the Minutes of March 13, 2013 (Parker – Murray) (10 – 0)

5. ADJUSTMENTS TO THE AGENDA:

6. GOOD NEWS & RECOGNITION:

- A. Report from Student Council – Emily Sturtevant reported on the following happenings at Freeport High School: the One Act Play was performed for the student body on Wednesday; 12 students traveled to Quebec for an exchange; the AP Art History class traveled to Boston to visit art museums; and students are in the process of selecting courses for next school year.
- B. Morse Street School Teachers – Rachel Domin, the K-2 Music teacher for Morse Street School and Powanl Elementary presented a video put on by Morse Street School students showing what they are learning in Art, Music and Physical Education.

7. REPORTS FROM ADMINISTRATORS:

- A. FPAC – David Watts, Manager reported on usage and revenues for the FPAC. 84% of after school usage is non-revenue generated hours. We are on track to collect \$8,950 in rental fees and \$2,000 in house tech and user equipment rental fees. This revenue will be used towards the operating costs of the FPAC. David has worked with Dennis Ouellette on usable life and replacement costs of FPAC equipment.

8. SUPERINTENDENT'S REPORT:

9. PUBLIC COMMENTS:

10. ORGANIZATIONAL BUSINESS:

11. UNFINISHED BUSINESS:

A. Budget FY'14 – Chair Larkins reported the Freeport Town Council was scheduled to be in attendance tonight, but because the budget was presented last night there was no time for review of the budget. We will move them to the May 1st meeting.

Superintendent Welsh reported the formal presentation of the budget took place last evening. We went through an overview of the budget then article by article including the anticipated impact to taxpayers. The overall themes are that student enrollment has increased by 3.7%, wages are at 3% on average, insurance 4% and increased program demands in the area of Special Education. After looking at the potential tax impact, reductions were made. Other drivers in the budget are changes in the Governor's proposed budget to push retirement costs to the local taxpayers so it is based on property tax instead of income tax an addition of \$188,000. The other driver is choice, the tuition we would need to pay to Charter schools is estimated at \$110,000.

Superintendent Welsh reported we will be able to provide a quality program with this budget, but we will not be able to move forward at the level we would like for next year. We have quality people and a good foundation to work with.

Board members asked questions about the budget

Public Comments on the Budget:

Durham: Kevin Nedeau asked a question about the retirement costs being shifted locally.

Deb Larrabee thanked the Board for their hard work and does not agree with donating money to the Teen Center

Freeport: Lindsay Sterling asked questions about Gifted and Talented and goals for class sizes and salaries.

Kristen Dorsey asked about professional development for next year, charter school students, negotiations and stated she supports the Teen Center.

12. NEW BUSINESS:

A. **VOTED: (2)** To approve an unpaid leave of absence for Kristy Capponi for the 2013-2014 school year. (Parker – Broene) (11 – 0)

B. **VOTED: (3)** To approve Joseph Cuetara from Moors & Cabot as the Financial Services Advisor for the Freeport High School Renovation Project. (Parker – Murray) (11 – 0)

13. FINANCIAL REPORTS:

A. RSU No. 5 Financial Statements March 22, 2013

14. COMMUNICATIONS (Consent Agenda):

A. Van Driver Job Description

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

- A. Finance – John Morang reported the committee met on March 13, 2013 and listened to the top two candidates for Financial Advisory Services. Richard Ranaghan, Jr. from Gorham Savings Bank and Joseph Cuetara from Moors & Cabot. Both candidates have years of experience in the Maine bonding market and with education finance. The Finance committee recommended Joseph Cuetara from Moors & Cabot and he was appointed by the Board of Directors tonight.

The Finance Director and Superintendent reviewed the proposed budget impact numbers along with a spreadsheet of the requests of the Administrative team for the upcoming budget year. In addition to the 3% increase in enrollments, negotiated wage and benefits increases, and the increased special education needs of the district, the Governor is proposing to push half of the cost of retirement onto the local school districts. The budget was presented to the public last evening.

- B. Strategic Communications – Jane Blais reported the committee met on March 12, 2013. The committee reviewed the final drafts of the data gathered to assess the RSU5 Strategic Plan, including NECAP and MHSA scores, financial data, college attendance, etc. The new report will include summaries of the action taken in response to the implications presented by the data. The 2013 State of the Schools report will be mailed to all households during the last week in March.

The committee discussed the format for the “Dine and Discuss” sessions which will be held in each town to discuss the State of the Schools report, the 2013-2014 budget and the FHS renovation project.

- C. Facilities Committee Update- Peter Murray reported the committee is working on ways to communicate with citizens in the RSU. A postcard was mailed to all households in the RSU notifying citizens of the April 3rd Informational Session at 6:30pm in the FHS café. Visit the renovatefhs.org website for information on the project and to submit questions and comments about the project.

16. PERSONNEL:

- A. Staff Resignations:
 - 1. Justin Nichols – Educational Technician
 - 2. Melissa Patrick – Data Secretary
 - 3. Emily Tuttle – Durham Community School Teacher

17. POLICY REVIEW:

- A. Policy Packet 13-4 was distributed for policy book update.
- B. 1st Read on the Following Policies: Packet 13-6
 - A. IHBAA – Referral/Pre-Referral of Students with Disabilities
 - B. IHBAC – Child Find
 - C. KDA – Public Information Program
 - D. KE – Public Concerns and Complaints
 - E. KEB – Complaints About School Personnel
 - F. KF – Community Use of School Facilities

- G. KHB – Advertising in the Schools
- H. KI – Visitors to the Schools
- I. KLG – Relations with Law Enforcement Authorities
- J. KLG-R – Relations with Law Enforcement Authorities Administrative Procedure
- K. LDA – Student Teaching and Internships

C. **VOTED: (4)** To adopt the Following Policies: Packet 13-5 (Parker – Blais) (11 – 0)

- A. JICK – Bullying
- B. JICK-R-Bullying – Administrative Procedure
- C. JICK-E1-Bullying Report Form
- D. JICK-E2-Bullying Investigation Form
- E. JICK-E3-Document of Disciplinary and Remedial Actions Taken
- F. JICK-E4-Bullying Reporting, Investigation and Intervention/Resolution Process
- G. JJIB – Sponsorship and Evaluation of Athletic Programs
- H. JLCE - First Aid and Emergency Medical Care
- I. JLCEE – Life-Sustaining Emergency Care
- J. JLDBG - Reintegration of Students From Juvenile Correctional Facilities
- K. JLF - Reporting Child Abuse and Neglect
- L. JLIB - Student Dismissal Precautions
- M. KB - Parent Involvement in Education
- N. KBF - Parent Involvement in Title I
- O. KBF-E1- RSU5 Title I Parent Involvement Policy
- P. KBF-E2- RSU5 Title I Parent Involvement Policy

18. EXECUTIVE SESSION:

- A. To enter into Executive Session as outlined in 1 M.R.S.A § 405(6)(D) for the purpose of discussing administrator contracts for RSU No.5.

Executive Session was not held.

19. ACTION AS A RESULT OF EXECUTIVE SESSION:

No action taken

20. ADJOURNMENT:

VOTED: (5) To adjourn at 8:10 p.m. (Parker – Morang) (11 – 0).


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