

RSU No. 5 Board of Directors Meeting
Wednesday, June 13, 2012 – 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 September 26, 2012 meeting).

CALLED TO ORDER:

Chairperson Larkins called the meeting to order at 6:33 p.m.

MEMBERS PRESENT: Jane Blais, Kathryn Brown, Eric Dube, Brenda Kielty, Nelson Larkins, John Morang, Beth Parker, Karin VanNostrand (arrived at 6:45 p.m.)

MEMBERS ABSENT: Candace Decsipkes, Peter Murray, John Ricker

3. PLEDGE OF ALLEGIANCE:

4. ORGANIZATIONAL BUSINESS:

- A. VOTED: (1)** To appoint Nelson Larkins as Chairperson for RSU No. 5 Board of Directors.
(Dube – Morang) (7 – 0)
- B. VOTED: (2)** To appoint Peter Murray as Vice-Chairperson for RSU No. 5 Board of Directors.
(Parker – Kielty) (7 – 0)
- C. VOTED: (3)** To add, delete, or consolidate committees and make annual appointments.
 - 1. Negotiations (Professional) – Larkins, Murray, Parker
Negotiations (Support) – Decsipkes, Ricker
 - 2. Policy – Decsipkes, Murray, VanNostrand
 - 3. Strategic Communications Committee (combine Communications and Strategic Planning)
Blais, Brown, Decsipkes, Murray
 - 4. Finance - Brown, Morang, Ricker
 - 5. RSU No. 5 Student Aspirations - Brown
 - 6. RSU No. 5 Recreation Community Education Advisory Committee - Parker
 - 7. Maine Region 10 Technical High School – Blais, Morang
 - 8. Dropout Prevention Committee –Keilty
 - 9. Stipend Review Committee – Larkins, Ricker
 - 10. Cable TV Board & Technology Committee - Murray
 - 11. Freeport Performing Arts Center Advisory Committee - Parker
 - 12. Facilities Committee – Morang, VanNostrand
 - 13. MSMA Legislative Contact - Kielty
 - 14. Safety Committee – Parker, VanNostrand
 - 15. Wellness Committee - Murray
 - 16. IASA Including: Chapter II & NCLB/Drug Free Schools Title IV – Brown
 - 18. School Attorney – Drummond Woodsum
 - 19. School Physician – Julia Lockwood

(Morang – Dube) (8 – 0)

5. CONSIDERATION OF MINUTES:

- A. VOTED: (4)** To approve the Minutes of May 9, 2012 and May 23, 2012.
(Murray – Morang) (8 – 0)

6. ADJUSTMENTS TO THE AGENDA:

16. A. Staff Hires 7. & 8.

7. GOOD NEWS & RECOGNITION:

- A. Recognition of Retirees - Retiring staff members were recognized for their many years of service to the students of RSU No. 5, they are: Terry Karkos, Deidre Carr and Doug Daggett.

8. REPORTS FROM ADMINISTRATORS:

- A. Update on Hunter Road Field Maintenance – Dennis Ouellette reported on June 5, 2012 the Freeport Town Council accepted the 5-year contract for the RSU to maintain the Hunter Road Fields.
- B. FHS Facilities Study Advisory Final Committee Report – Principal Bob Strong thanked the committee members for their work this past year. Lyndon Keck, PDT Architects presented the Master Plan to the Board members. The objective of the Plan is to provide the Board with a planning tool that identifies deficiencies and needs and provides solutions. The report outlines deficiencies at Freeport High School in the physical structure, in allocated space for educational services, deficiencies in exterior facilities, and identification of building components and missing space. The Plan goes into detail in the following categories: focus and study methodology; building history; enrollment summary; major areas of deficiency and problems; site plan improvements and diagrams; building improvements with renovations and additions; and building components with costs and student enrollment impacts.
- C. Building Level Strategic Plans & End of Year Update– Bob Strong and Chris L'Abbe reported on progress made during the school year. The three goals included: to raise the number of 9th grade students reading and writing at grade level by 10%, or up to 83% according to NWEA; increase achievement for all students with an emphasis on decreasing freshmen failure rate; and create a plan to implement beginning steps to address flat SAT math scores and increase student growth.
- D. Building Level Strategic Plans & End of Year Update – Ray Grogan reported on progress made during the school year. The goals included: 80% of students reading at grade level based on NWEA or F&P reading tests (72% were at the level last year); and 63% of students make their growth goals on NWEA reading test;
- E. Building Level Strategic Plans & End of Year Update – Will Pidden reported on progress made during the school year. The goals included: (K) increase from 85% to 90% number of kindergarten students who meet letter sound fluency targets; (Grade 1-2) 80% of all students in grades 1 and 2 will meet the respective end of year reading benchmarks according to F&P testing; (Grade 3-4) increase words per minute within oral reading fluency, for students below target speed, by one level on proficiency rubric; (Grade 5-6) 60% of 5th grade students and 80% of 6th grade students will meet the target for fact fluency; and (Grade 7-8) 7th and 8th grade NWEA growth targets will increase by 10 percentage points to 55% and 65% respectively.
- F. Building Level Strategic Plans & End of Year Update – Lisa Demick reported on progress made during the school year. The goals included: 80% of students will make at least a year's growth in

Reading as measured by the Fountas and Pinnell Benchmark Assessment; and 80% of students in grades 2-5 will meet or exceed the math fact automaticity targets in addition and/or multiplication by May 2012.

- G. Building Level Strategic Plans & End of Year Update – Beth Willhoite reported on progress made during the school year. The goals included: using fall to spring Fountas and Pinnell data, the number of students meeting grade level benchmarks will increase by 10%; and classroom teachers will teach 4 Units of Study as Year 1 of the RSU5 Reading Workshop Implementation Plan 100% of the time.
- H. Building Level Strategic Plans & End of Year Update – Tom Ambrose reported on progress made during the school year. The goals included: utilizing data analysis and instructional strategies to ensure that 90% of students are reading at or above grade level by the end of second grade. Based on end of the year data 10% of the current second grade class will need support to achieve this goal; and create a school culture that supports clearly defined behavioral expectations consistently throughout the school.

9. SUPERINTENDENT’S REPORT:

- A. Budget FY13 – Superintendent Welsh reported the school budget for 2012-2013 has passed and thanked the voters for their support.

10. PUBLIC COMMENTS:

11. UNFINISHED BUSINESS:

- A. **VOTED: (5)** That the Computation and Declaration of Votes relating to the Budget Validation Referendum dated and attached hereto be and it is hereby approved.
(Dube – Morang) (8 – 0)
- B. **VOTED: (6)** That the Computation and Declaration of Votes relating to the Budget Validation Referendum be entered upon the records of Regional School Unit No. 5 (the “Regional School Unit”). (Dube – Morang) (8 – 0)
- C. **VOTED: (7)** That a Certified copy of the Computation and Declaration of Votes relating to the Budget Validation Referendum be sent to each of the Municipal Clerks within the Regional School Unit. (Dube – Morang) (8 – 0)
- D. **VOTED: (8)** That the Assessment Warrant and the Assessment Schedule and Notice of Installments prepared by the Treasurer for each member municipality of this Regional School Unit for fiscal year 2012-2013 be approved and be issued in form presented to this meeting; and that the Treasurer be authorized and directed to deliver to each member municipality its Assessment Warrant and its Assessment Schedule and Notice of Installments.
(Dube – Morang) (8 – 0)

12. NEW BUSINESS:

- A. **VOTED: (9)** To adopt the revised Strategic Framework. (Blais – Dube) (8 – 0)
- B. **VOTED: (10)** To adopt an RSU5 Professional Growth and Evaluation System.
(Morang – Dube) (8 – 0)

13. FINANCIAL REPORTS:

- A. RSU No. 5 Financial Statement June 7, 2012

14. COMMUNICATIONS (Consent Agenda):

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

- A. Negotiations – Nelson Larkins reported all collective bargaining agreements are in place.
- B. Finance – Eric Dube reported the committee met on May 9, 2012. Kelly Wentworth, Finance Director reviewed the revised Budget Impact sheet which reflects the additions made at the May 2, 2012 Board Meeting. The May 9, 2012 revision also includes the anticipated revenues and expenses of maintenance of the Town of Freeport's Hunter Road Fields Complex. Kelly reported that she had received an email from the Town of Durham that they had chosen to use half of the available fund balance remaining from Durham School undesignated fund balance. (Note: After further review by the Town of Durham it was discovered that the undesignated fund balance from the closing of Durham School Department was added into the Town of Durham's undesignated fund balance and was not available to help offset the RSU5 budget impact in this budget year). In an effort to clarify the impact of the budget on each community the committee reviewed and made suggestions to the impact summary sheet included in the budget summary packet handed out at the May 23, 2012 Annual Budget Meeting. There was much discussion of how the current cost sharing agreement impacts each community in the district. Eric Dube suggested that the Finance Committee look at the impact of the cost sharing formula since the creation of the RSU. Eric Dube also felt it is important for the committee to explain the formula and it's impact to the taxpayers before the next budget process.

The draft versions of the 2012/2013 Finance Meeting Schedule and Warrant Schedule were handed out.

- C. Strategic Communications – Jane Blais reported the committee met on May 31, 2012. At the meeting Joe Makley, Curriculum Director, joined the group to review the Work and College Readiness materials developed over the course of this school year. The Standards have been created in draft form and reviewed by staff members. The Standards are supported by draft Measurement Topics and Scoring Guides. These will be finalized over the summer for Board approval at the beginning of the next school year.

Following a review of these materials, members supported the recommended change to the Strategic Framework to reflect that these will be piloted in 2012-2013 with baseline data gathered in 2013-2014. The assessment measures from the work and college readiness standards will be demonstration based instead of solely focused on exhibitions. This change to the Strategic Framework will also be recommended to the Board for consideration.

Additional changes to the document are recommended for Fountas & Pinnell to reflect our current practice of using this assessment in grades K-8 and in the District Writing Prompt to reflect an implementation timeline similar to Work and College Readiness.

16. PERSONNEL:

A. Staff Hires:

1. **VOTED: (11)** To appoint Sarah Templeton to the position of Gifted and Talented Teacher for the 2012-2013 school year. (Dube – Morang) (8 – 0)
2. **VOTED: (12)** To appoint William Ridge to the position of Special Education Teacher for the 2012-2013 school year. (Dube – Morang) (8 – 0)
3. **VOTED: (13)** To appoint Michelle Leavitt to the position of English Teacher for the 2012-2013 school year. (Dube – Morang) (8 – 0)
4. **VOTED: (14)** To appoint John Stivers to the position of English Teacher for the 2012-2013 school year. (Dube – Morang) (8 – 0)
5. **VOTED: (15)** To appoint Kristy Capponi to the position of Kindergarten Teacher for the 2012-2013 school year. (Dube – Morang) (8 – 0)
6. **VOTED: (16)** To appoint Kellie Shimelman to the position of .5 Nurse for the 2012-2013 school year. (Dube – Morang) (8 – 0)
7. **VOTED: (17)** To appoint Heather Perry to the position of Special Education Teacher for the 2012-2013 school year. (Dube – Morang) (8 – 0)
8. **VOTED: (18)** To appoint Nathan Garnett to the position of Math Teacher for the 2012-2013 school year. (Dube – Morang) (8 – 0)

B. Staff Resignations:

1. Anne-Marie Davee – School Health Coordinator
2. Meg Sparrow – Mast Landing School Teacher (.2 of her full time position)
3. Richard Robinson – English Teacher at Freeport High School (.32 of his full time position)
4. Erika Sahlman – Math Teacher at Freeport Middle School

17. POLICY REVIEW:

- A. VOTED: (19)** To adopt the following policies: Packet 12-7 (Parker – Blais) (8 – 0)
1. IJNDB – Student Computer and Internet Use and Internet Safety
 2. IJNDB-R – Student Computer and Internet Use and Internet Safety Rules
 3. IJNDB-E – Student Computer and Internet Use and Internet Safety Acknowledgment Form

18. EXECUTIVE SESSION:

19. ACTION AS A RESULT OF EXECUTIVE SESSION:

20. ADJOURNMENT:

VOTED: (20) To adjourn at 8:51 p.m. (Dube – Morang) (8 – 0).

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