

RSU No. 5 Board of Directors Meeting
Wednesday, April 27, 2011 – 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 May 25, 2011 meeting).

CALLED TO ORDER:

Chairperson Larkins called the meeting to order at 6:37 p.m.

MEMBERS PRESENT: Jane Blais, Candace Decsipkes, Eric Dube, Brenda Kielty, Nelson Larkins, John Morang, Peter Murray, Beth Parker, John Ricker, Karin VanNostrand

MEMBERS ABSENT: John Green

3. PLEDGE OF ALLEGIANCE:

4. CONSIDERATION OF MINUTES:

- A. VOTED: (1)** To approve the Minutes of March 22, 2011, March 23, 2011 and April 13, 2011 with a correction to the April 13, 2011 minutes to show Beth Parker as absent.
(Dube – Morang) (10 – 0)

5. ADJUSTMENTS TO THE AGENDA:

6. GOOD NEWS & RECOGNITION:

- A.** Report from Student Government: Katie Poulin and Brina Dillon reported on the following taking place at Freeport High School: spring sports are in full swing with each team playing their first game; a wellness fair was held on April 14th; Cabaret and the art show will take place on May 6th; AP testing will take place next week; FHS is hosting students from Quebec; and the Science Olympiad and Math Teams have done well in recent competitions.
- B.** The Freeport Middle School Odyssey of the Mind 2nd Place Winners were recognized for their accomplishments at the state competition.

7. REPORTS FROM ADMINISTRATORS:

8. SUPERINTENDENT'S REPORT:

9. PUBLIC COMMENTS:

Freeport: Doug Johnson spoke about the request for a high school girl's hockey cooperative agreement with Yarmouth.

10. ORGANIZATIONAL BUSINESS:

- A. VOTED (2)** Action on sub-committee appointments.

1. Policy – Decsipkes, Murray

2. Finance – Ricker
3. Communications – Vacant
4. Stipend Review – Ricker
5. MSMA Legislative Contact – Kielty
6. Wellness Committee – Murray
7. Safety – VanNostrand

(Dube – Parker) (10 – 0)

11. UNFINISHED BUSINESS:

- A. Budget FY'12 – Kelly Wentworth, Finance Director reported Health Insurance rates were announced on April 15th by MEA/Anthem. The increase is 6.5%. The Superintendent's Recommended Budget includes an anticipated 5% increase. This will result in the addition of \$15,891 to the budget. The Town of Freeport refinanced bonds lowering interest rates and principal payment amounts on both shared and non shared debts. This will result in a decrease in the budget of \$23,350.

The net anticipated impact of all adjusts to the budget to taxpayers is as follows:

Durham - +\$17,852	1%
Freeport - +89,067	1%
Pownal – (-\$10,212)	-1%

Continued budget deliberations will occur over the next month ending June 8th with a three-town Annual Budget Meeting followed by a Budget Validation Referendum on June 14th. All citizens are encouraged to participate in the process.

- B. **VOTED: (3)** To adopt the 2011-2012 School Calendar as presented. (Blais – Dube) (9 – 1 Parker)

12. NEW BUSINESS:

- A. **VOTED: (4)** That the warrant and notice of election of Regional School Unit No. 5 (the “RSU”) presented to the meeting be and is hereby approved and that an RSU referendum election be and is hereby called for June 14, 2011 for the purpose of approving the issuance of bonds or notes of the RSU for minor capital project purposes as described therein. (Morang – Murray) (10 – 0)
- B. **VOTED: (5)** That the Notice of Public Hearing presented to the meeting be and is hereby approved and that a public hearing on the issuance of bonds or notes for minor capital project purposes will be held on May 25, 2011 at 6:30 P.M. as provided therein.
- C. **VOTED: (6)** To fully sanction the middle school football program. (Dube – Morang) (10 – 0)
- D. **VOTED: (7)** To approve a high school girl's hockey cooperative agreement with Yarmouth. (Dube – Murray) (10 – 0)

13. FINANCIAL REPORTS:

- A. RSU No. 5 Financial Statements April 21, 2011

14. COMMUNICATIONS (Consent Agenda):

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

- A. Finance – Eric Dube reported the committee met on April 13, 2011. The Audit is complete with minor revisions being made to the final document. A summary was provided of undesignated fund balance which detailed how the undesignated fund balance from FY 2009-2010 is being utilized to offset taxation in 2010/2011 and proposed 2011/2012 fiscal years. The Auditors recommend the district target at least \$350,000 to \$400,000 of undesignated fund balance on hand for prudent financial health. The committee reviewed budget adjustments due to Region 10 Technical High School's assessment increase and the addition of the initial interest payment on the Campus Complex Bond if passed by voters. With these adjustments the communities of Durham and Freeport will see a 1% tax increase while Pownal remains flat.
- B. Policy – Karin VanNostrand reported the committee met on April 14, 2011. Policy GCRD – Private Tutoring for Pay. Previous Policy Chair Cori Holt recommended to the Board at their meeting on March 23rd that the policy language be changed to reflect the limitation of tutoring current students or any students that may be entering the teacher's class within one year of being tutored by that teacher. Teachers tutoring within their assigned school must receive prior authorization from the building administrator for each student. The Policy Committee discussed the language, agreed to make the revision and distribute the policy immediately with packet 11-5 for 2nd Read/Adoption anticipated on April 27th.

Policy BEDI – Board of Directors Relations with the Media. At the Board meeting on March 23rd, the Board discussed adding language to this policy that would explicitly state that Board members retain the right to speak as a private citizen on any matters. The Policy Committee discussed the language, agreed to make the revision and distribute the policy immediately with packet 11-5 for 2nd Read/Adoption anticipated on April 27th.

Policy BHC – Board of Directors Communications with Staff. Feedback on this policy suggested that the opening paragraph reflect a philosophy of open discussion of educational issues. The policy was revised to reflect this feedback and references were added to this policy to direct staff and the public to additional policies regarding communication and the complaint process. This revised policy will be distributed immediately with packet 11-5 for 2nd Read/Adoption anticipated on April 27th.

The policy committee made the decision to add policy KEB – Complaints About School Personnel to packet 11-6. This policy encourages complaints to be resolved closest to the problem but describes the complaint process if issues are unresolved. Policy packet 11-6 received no other feedback and was finalized for 1st Read on April 27th with 2nd Read/Adoption anticipated for May 27th. Policy packet 11-6 is the final packet for the 2010-2011 school year.

- C. Communications – Jane Blais reported the committee met on April 7, 2011. The committee discussed the communication efforts to distribute the performance information related to the strategic plan. Participants in the Education Forum were very positive about the opportunity to discuss educational programs, performance and financial indicators. Although there was a smaller turnout at the Education Forum, many citizens commented on the State of the Schools report and our outreach efforts. Next year we would like to again try to have someone of Angus King's caliber speak national and international educational initiatives. In addition, we want to consider having teams of teachers present the building based plans similar to what was done this current year on the professional development day.

The committee also discussed budget communication efforts to educate the public about our budget process and referendum vote will be made through newsletters, e-mail, phone, and outreach to the press. The committee confirmed that we will use the phone alert system to remind people about the Annual Budget Meeting scheduled for June 8th and the Referendum vote scheduled for June 14th. Building Administrators will be asked to keep this item in the forefront as they communicate with parents.

- D. Negotiations – Nelson Larkins reported support staff negotiations will be held Thursday night; Administrator negotiations are moving forward; and mediation sessions with the teachers are scheduled for May.

16. PERSONNEL:

17. POLICY REVIEW:

- A. Policy Packet 11-4 was distributed for policy book update.

- B. 1st Read on the Following Policies: Packet 11-6

1. BIC – Board of Directors Member Freedom of Access Training
2. BIC-E - Certification of Completion of Freedom of Access Training
3. BID – Board Member Compensation and Expenses
4. CA – Administrative Goals/Priorities Objectives
5. CB – School Superintendent
6. CBI – Evaluation – Superintendent of Schools
7. CC – Administrative Organization
8. CCA – Organizational Chart
9. CHA – Development of Administrative Procedures
10. CHD – Administration in the Absence of Policy
11. KEB – Complaints About School Personnel

- C. A motion was made by Blais, seconded by Parker to adopt the following policies: Packet 11-5

1. BEDI – Board of Directors Relations with the Media
2. BEDJ - Broadcasting/Taping of Board of Directors Meetings By the Public
3. BEDL – Adjournment of Board Meetings
4. BG – School Board Policy
5. BG-R – Policy Adoption Procedure
6. BHC – Board of Directors Communications with Staff

7. BIA – New Board of Directors Member Orientation
8. BIB – Board of Directors Member Development Opportunities
9. GBCC – Employee Use of Cell Phones
10. GCRD – Private Tutoring for Pay
11. IJOA – Field Trips and Other Student Travel

VOTED: (8) To amend packet 11-5 C. 10. policy GCRD – Private Tutoring for Pay first sentence to read as follows: To assure all students reasonable assistance without charge from their own teachers and to avoid placing a teacher in a position where he/she may have a conflict of interest, teachers' shall not be permitted to receive money for tutoring any student in their assigned class or on the teachers' roster for the following year. (Murray – Blais) (10 – 0)

VOTED: (9) To adopt Policy Packet 11-5, as amended. (Blais – Parker) (10 – 0)

18. ADJOURNMENT:

VOTED: (10) To adjourn at 7:42 P.M. (Parker – Dube) (10 – 0).

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