

RSU No. 5 Board of Directors Meeting
Wednesday, January 26, 2011 – 6:30 p.m.
Freeport High School Library
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 February 16, 2011 meeting).

CALLED TO ORDER:

Chairperson Larkins called the meeting to order at 6:34 p.m.

MEMBERS PRESENT: Jane Blais, Eric Dube (arrived at 6:45 p.m.), John Green (arrived at 6:40 p.m.), Brenda Kielty, Nelson Larkins, John Morang, Peter Murray, Beth Parker, Karin VanNostrand

MEMBERS ABSENT: Cori Holt, Greg Wilson

3. PLEDGE OF ALLEGIANCE:

4. CONSIDERATION OF MINUTES:

A. VOTED: (1) To approve the Minutes of December 8, 2010. (Morang – Murray) (7 – 0)

5. ADJUSTMENTS TO THE AGENDA:

6. GOOD NEWS & RECOGNITION:

A. Report from Student Government: Evan Goodwin reported mid-term exams finished up on Monday; a SAT course is being offered; Student Council is preparing for the Winter Carnival; winter sports are well under way; JMG sponsored a blood drive on December 2nd; and senior Matt Creasy was judged the top jazz baritone sax player in Maine.

7. REPORTS FROM ADMINISTRATORS:

- A. Recreation and Athletic Facilities and Field Use Committee Report with an Update on Athletic & Co-Curricular Programs Linked to Enrollments - Craig Sickles, Athletic Director, and members of the committee presented their final report to the Board with the following recommendations:
- Construct an artificial turf playing field at Freeport High School with a track, lights, press box, bathrooms, concession stand and other necessary amenities that are needed to create a quality athletic complex.
 - Modify the layout of the existing fields and make improvements (irrigation, drainage, fencing) at Freeport High School to more efficiently use available space and maximize scheduling options for RSU5 district and community programs. The new layout at the High School will result in the relocation of the softball field and enlargement of the baseball field to minimum regulation.
 - Modify the layout of the existing fields and make improvements (irrigation, drainage, fencing) at Freeport Middle School to more efficiently use available space and maximize scheduling options for RSU5 district and community programs. The new layout at the Freeport Middle School will result in the relocation of the baseball field creating space for the addition of another full size playing field.

Craig reported there is a 35 acre parcel of land on Hunter Road that a separate group has put an offer on. The committee would like to wait on their recommendation to the Board until the two groups can meet to see how they can work together so all needs can be met.

Craig also reported on enrollment and participation in athletic programs. He is proposing a five year budget phase in for stipends and teams that are currently supported mostly by booster groups and not the budget.

VOTED: (2) To allow the committee to continue work to explore options for fields and funding. (Morang – Murray) (9 – 0)

- B. Use of Time Update – Sarah Simmonds, Curriculum Director, reported the Use of Time Committee met on December 15th to begin their work on a calendar for 2011-2012. The committee started by identifying the elements of the 2010-2011 calendar that worked well, and those that were not as positive. The committee met again on January 10th to review nine calendar proposals that were developed by the members of the committee. The committee then developed two calendar options that were presented to the Board. Both calendar options eliminate Early Release and Late Arrival times, thus adding student learning time back into the calendar. Both proposals adjust for the elimination of the professional development time that was created with Early Release and Late Arrival sessions, by reallocating professional learning time into five full days for staff members. The cost of the five days is \$236,500. The committee strongly supports continuing to provide time for professional learning as it is critical if the district is to make progress on the initiatives identified in the Strategic Framework. Members of the committee spoke about the reasoning behind the two calendar options.

Board members felt they needed additional calendar options due to the cost of the two calendar choices presented. The Board directed the committee to hold on sending out the calendars for feedback and to bring two additional options back to the Board. The two additional calendars should be a low cost calendar and no cost calendar options.

C. Leadership and Content Area Teams Update:

- A. Freeport High School – Bob Strong reported they have reorganized and restructured into one team. The team took a one day retreat to form a vision, goals, roles and job descriptions. There are ten members on the team representing Visual and Performing Arts, Health/PE, Student Services, Technology, Literacy and content areas. Subcommittees have been formed for academic, cultural and operational.
- B. Freeport Middle School – Ray Grogan reported the middle school leadership positions are up and running. They are working on inter-disciplinary units, RTI options and school culture. Ray also reported he is on the Social Studies vertical team with Ryan Gleason to see where there are gaps and overlaps throughout the RSU.
- C. Durham Community School – Will Pidden reported his teams are broken up as follows: PreK-K; grades 1-2; grades 3-4; grades 5-6; grades 7-8; specialists; and special education. The teams lead their group PLC as well as school wide. Will reported he is working with the Science representatives to see where there are gaps and overlaps throughout the RSU.

- D. Pownal Elementary School – Lisa Demick reported one person has stepped forward to be a member of the leadership team to work on the literacy action plan and other collaborative work on professional learning groups. Lisa also reported she is working with Beth Willhoite in the Math content area on best practices and to see where there are gaps and overlaps throughout the RSU.
- E. Mast Landing School – Beth Willhoite reported there are four teams at Mast Landing. The team's priorities will be professional development, budget priorities, RTI and school culture.
- F. Morse Street School – Tom Ambrose reported he has a five member team from K, 1st grade, 2nd grade, specialists, and student services. The team meets every week to talk about the following: reading; math; classroom management strategies; professional development; data analysis; student learning; and developing a culture of trust. Tom also reported he is chair of the English/Language Arts content area team.

8. SUPERINTENDENT'S REPORT:

- A. Board Goals Update – Superintendent Welsh provided an update on the Board's goals for 2010-2011. Great progress has been made on the goal area of effective communication to include the following: Communication Subcommittee members attended parent group and municipal officers' meetings to establish communication relationships to keep people informed; the Superintendent has scheduled meetings with parent groups in February and March as an open discussion regarding education and the budget; and, the Board held informal socials in each of the three towns to provide an opportunity for the public to speak with members of the Board. Goal two, to provide Board training and opportunities for members to develop and reinforce the skills required for effective policy-making, budget planning, and communication has been accomplished as follows: new Board members participated in orientation meetings and assigned a mentor; and, several Board members attended the MSMA annual conference in October. Goal three is to provide leadership for securing support for the district budget with a specific plan for explaining and defending the budget to the public. Progress on this goal is ongoing with workshops being held that focused on programs and needs that may impact the 2011-2012 budget. Board members will select a specific budget article and take primary responsibility for responding to questions and explaining Board decision making regarding that budget article.

9. PUBLIC COMMENTS:

Freeport: David Latulippe spoke as a member of the group that put an offer on the Hunter Road land. The group is looking forward to meeting with the school group to discuss ways that recreation and athletic facilities can benefit everyone.

Brian Berkemeyer stated as a teacher he would rather have more time with the students than professional development time.

Pownal: Rachel Parker spoke on behalf of the Running Boosters. They are looking for funding for the track program in the budget and fairness among all sports.

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

12. FINANCIAL REPORTS:

- A. RSU No. 5 Financial Statements January 20, 2011

13. COMMUNICATIONS (Consent Agenda):

- A. FY'12 Budget Schedule
- B. MSBA Handbook

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

- A. Finance – Chair Eric Dube reported the committee met on December 8, 2010 and January 19, 2011. At the December 8th meeting Athletic Director Craig Sickels presented a verbal summary of the Recreation and Athletics Facilities and Field Use Committee's preliminary findings. The full report was presented tonight. The entire project is estimated to cost approximately \$3,600,000. Tuition student enrollments were reported to remain flat for 2010-11. Durham tuition students will decrease by approximately 20 in 2011-12. The draft budget calendar was reviewed. It was reported the audit is still underway. Dennis Ouellette, Director of Transportation and Facilities provided an update on the transportation analysis. He reported two bids were received. Three options were considered. Option (1) Freeport local, Pownal leased buses, and contracted Durham; one bid received from BoMar. Option (2) Freeport local, Pownal and Durham contracted; no bids received. Option (3) Freeport, Pownal, and Durham all contracted; one bid received from STA Transportation (Ledgemere). Kelly Wentworth and Dennis worked on the analysis and at the January 19th meeting they reported once the full analysis of the bid was complete for a four year cycle the cost to contract would cost the district an estimated additional \$36,000 over the next four years. Field trips and a mid day bus run was left out of the bid. This number takes into account the revenue the RSU would receive from the sale of the 14 owned buses. The committee was in support of keeping the transportation services currently offered. A report will be presented to the full Board at their workshop on February 2, 2011. Also at the January 19th meeting it was reported the auditors have been granted an extension by the State of Maine to February 15, 2011 to complete the audit. The audit is taking longer than expected due to the combining of the three towns into the RSU. The committee reviewed a draft presentation of the graphs to be included in the State of the Schools report. Warrants were signed at both meetings.
- B. Policy – Superintendent Welsh reported that the policy revision cycle is ongoing.
- C. Negotiations - Nelson Larkins reported support staff negotiations begin tomorrow evening; administrator negotiations tentatively set for February 8th; and the Board team has been split in two. John Green and Nelson will take over support staff and administrators. Peter Murray, Beth Parker and Brenda Kielty will continue with teachers.

15. PERSONNEL:

- A. Staff Retirements:
 - 1. Patricia Cavanaugh – FMS Teacher
 - 2. Paula Smith – FHS Guidance Counselor

3. Helene Lauziere – Durham Community School Teacher
4. Peggy Brick – Durham Community School Teacher

16. POLICY REVIEW:

Policy Packet 11-1 was distributed for policy book update.

- A. Policy Packet 11-4 was distributed for review with plans for 1st Read on February 16, 2011 and 2nd Read/Final Adoption on March 23, 2011.

- B. 1st Read on the Following Policies: Packet 11-3

1. BCE – Board Committees (Finance)
2. BCF – Advisory Committees to the Board
3. BDA – Board of Directors Organizational Meeting
4. BDB – Board of Directors Officers
5. BDD – Board of Directors – Superintendent Relationship
6. BDE – Board of Directors Standing Committees
7. BDF – Board of Directors Advisory Committees
8. BDG – School Attorney/Legal Services
9. BE – Board of Directors Meetings
10. BEA – Board of Directors Use of Electronic Mail
11. BEC – Executive Sessions
12. BEC-E – Executive Session Law
13. BEDA – Notification of Board of Directors Meetings

- C. **VOTED: (3)** To adopt the following policies: Packet 11-2 (Morang – Parker) (9 – 0)

1. BB – School Board Legal Status
2. BBA – Board of Directors Powers and Responsibilities
3. BBAA – Board of Directors Member Authority and Responsibilities
4. BBAB – Board Self-Evaluation
5. BBBA – Board of Directors Member Qualifications
6. BBBDA – Board of Directors – Declared Vacancy Caused By Absenteeism
7. BBBE – Unexpired Term Fulfillment/Vacancies
8. BCA – Board of Directors Member Code of Ethics
9. BCB – Board of Directors Conflict of Interest
10. BCC – Nepotism
11. JK – Student Discipline
12. JKGA – Time Out Rooms and Therapeutic Restraint

- D. **VOTED: (4)** To delete policy JKG – Physical Restraint. (Parker – Morang) (9 – 0)

17. **VOTED (5):** To enter into Executive Session as outlined in 1 M.R.S.A § 405(6)(D) for the purpose of discussing teacher and support staff negotiations for RSU No. 5. (Dube – Parker) (9 – 0)

Time In: 9:45 P.M.

Time Out: 10:15 P.M.

18. ACTION AS A RESULT OF EXECUTIVE SESSION:

None

- 19. VOTED (6):** To enter into Executive Session as outlined in 1 M.R.S.A § 405(6)(A) for the purpose of discussing administration compensation. (Blais – Green) (9 – 0)

Time In: 10:16 P.M.

Time Out: 10:39 P.M.

20. ACTION AS A RESULT OF EXECUTIVE SESSION:

None

21. ADJOURNMENT:

Voted: (7) To adjourn at 10:40 P.M. (Murray – Green) (9 – 0).

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