

RSU No. 5 Board of Directors Meeting
Wednesday, June 9, 2010 – 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 August 25, 2010 meeting).

CALLED TO ORDER:

Chairperson Larkins called the meeting to order at 6:35 P.M.

MEMBERS PRESENT: Jane Blais, Kristen Dorsey, John Green, Eric Dube, Cori Holt, Brenda Kielty, Nelson Larkins, John Morang, Beth Parker, Elizabeth Peters

MEMBERS ABSENT:

3. PLEDGE OF ALLEGIANCE:

4. CONSIDERATION OF MINUTES:

- A. VOTED: (1)** To approve the Minutes of May 12, 2010 and May 19, 2010.
(Morang – Blais) (10 – 0)

5. ADJUSTMENTS TO THE AGENDA:

16. A. 11 and 16. D. 1

6. GOOD NEWS & RECOGNITION:

- A. Report from Student Government – Sam Skold reported on what’s happening at Freeport High School including: Graduation was held on Sunday; graduated seniors went to Boston to see the Blue Man Group and took a cruise around Boston; Student Government and Student Council elections were held; yesterday was the first day of finals; the official last day of school is Monday.
- B. FHS Writing Award Recipients – Rich Robinson reported Freeport High School aligns itself with two writing contests in Maine. The first contest is the Merriconeag Poetry Festival, in our three years of participating Freeport has had more participants picked as finalists than any other high school, except Scarborough. The second contest is the Governor’s Young Writer of the Year Award. This year Bennett Wade and Anna Titova placed in the top six. We are very proud of our young writers.
- C. Recognition of Retirees – Retiring staff members were recognized for their many years of service to the students of RSU No. 5, they are: Walter Libby, Deborah Wescott, Sandra Lemmerman, Laura Arsenault, Karin Gamache, Anita Wakely, Mark Wakely, Donna Wilhelm, Clayton Carkin, Joan Nason and Cheryl White.
- D. Health Initiatives Grant Funding – Anne-Marie Davee, School Health Coordinator, reported this year there were 25 initiatives related to health, nutrition, physical activity and leadership. Total grant funding received was \$23,975 to help support the initiatives. There are 16 members on the district Health Leadership Team.

7. REPORTS FROM ADMINISTRATORS:

- A. Professional Development – Sarah Simmonds reported on plans for professional development for the summer that include: a team of 18 will be attending a summer literacy institute; two Every Day Math sessions, one for new users, one for teachers currently using the program to focus on differentiation; NWEA assessment work.
- B. Morse Street School Building Update – Cheryl White reported on the following: Laugh and Learn preschool held their graduation tonight; 83 children were screened during Kindergarten screening in May; two teachers worked on assessment kits this year for each item in each unit so all teachers had shared terms and benchmarks; six teachers took the Technology for Education course and have updated their blogs and Wiki.
- C. Mast Landing School Building Update – Beth Willhoite reported on the following: Over 50% of the students participated in the Memorial Day parade; 65% of the students participate in band; 55% of the 4th and 5th grade students are in band and chorus; 60% of students participated in the Maine Student Book Awards and read over 1,000 books; partnered with Wolf Neck Farm and the historical society; the 5th grade graduation ceremony will be held Monday.
- D. Pownal Elementary School Building Update – Diane Mosher reported on the following: the students have planted a salsa garden with the assistance of Anne-Marie Davee that will be harvested in the fall; a partnership with Tommy Hilfiger to help with fundraising, this is the first ever community partnership; last 8th grade celebration for the school will be held Friday; Monday is the last student day and as the children leave on the busses they staff will give them the customary wave.
- E. Durham Elementary School Building Update – Will Pidden reported on the following: students read 25% more books this year, this information is tracked each year; feedback on the new science units this year has been good; staff development this year focused on cognitive coaching with teachers observing each other; staff and students stayed focused on teaching and learning this year even though a new building was being build right outside the windows; and August 24th is the dedication of the new building.
- F. Freeport Middle School Building Update – Ray Grogan reported on the following: one of the building goals this year was interdisciplinary units, staff were energized to go in this direction; conducted a pre and post survey on bullying, FMS is headed in the right direction; staff worked with the literacy strategist this year; 6th graders attended Space Camp in Alabama; the ropes course has updated equipment thanks to an Aspirations Grant and teachers have been recertified; 8th grade promotion is Friday evening.
- G. Freeport High School Building Update – Bob Strong reported on the following: past six weeks have been busy with senior activities; over 80% of the seniors participated in senior projects; graduation was Sunday; schedules for next year are completed and distributed to students; over 33 students used Plato this year; Fishing Club is taking Pownal Elementary students on an outing on Friday; professional learning communities have been established this year; FHS is losing a lot of experienced teachers due to retirements.

8. SUPERINTENDENT'S REPORT:

- A. Budget FY 11 – Superintendent Welsh reported there was a strong turnout at the polls on Tuesday and thanked the Clerks for all their work. The Budget passed with 2,345 voting in favor and 1,607 voting no. The Budget Validation Referendum process will continue for the next three years with 2,508 voting yes and 1,382 voting no.

Superintendent Welsh reported the budget includes an additional \$245,400. The administrative team met to recommend allocation of those funds to most effectively meet the community's goals of reducing class size and providing academic support and enrichment for our students across the RSU. Board members discussed the list of expenditures presented by administration and the best use of the funds. Administrators spoke to the needs at their buildings.

VOTED: (2) To accept the list of expenditures presented. (Peters – Blais) (8 – 2 Dube, Green)

School	Expenditure	Amount
Durham Community	35 hours/week Ed. Tech	\$28,000
	For academic support in grade 6	
	10 hours/week Ed Tech	\$ 8,000
	For literacy support in grades 1-2	
	.2 Foreign Language	\$12,000
Mast Landing	For enrichment	
	.5 FTE Literacy Teacher	\$30,000
	For coaching and academic support	
	.2 FTE Librarian/Literacy	\$12,000
	For enrichment	
Freeport Middle	15 hours/week Ed Tech	\$12,000
	For academic support	
Morse Street/Pownal	1 FTE Teacher	\$60,000
	For class size reduction	
	Share Literacy Strategist between schools (Increased time at Pownal Elementary)	
	30 hours/week Ed Tech @ MSS	\$24,000
	For literacy support	
	.1 FTE Music Teacher @MSS	\$ 6,000
	(bring position to 3 days per week)	
	For scheduling support	
Pownal/Freeport Middle		
	.2 FTE World Language	\$12,000
	(bring shared position to 3 days per week)	
	For enrichment/strengthen program	
All Schools	Library Books	\$ 5,400
Contingency		\$36,000
Total		\$245,400

9. PUBLIC COMMENTS:

None

10. ORGANIZATIONAL BUSINESS:

- A. **Voted: (3)** To appoint Nelson Larkins as Chairperson for RSU No. 5 Board of Directors.
(Dube – Morang) (10 – 0)
- B. **Voted: (4)** To appoint Eric Dube as Vice-Chairperson for RSU No. 5 Board of Directors.
(Holt – Larkins) (10 – 0)
- C. Betsy Peters announced her resignation from the RSU No. 5 Board, effective at the end of the meeting.

Voted: (5) Action on annual appointments.

Voted: (6) To consolidate the Professional and Support Negotiations teams into one team.
(Blais – Parker) (10 – 0)

- 1. Negotiations – Larkins, Green, Keilty, Parker
- 2. Policy - Dorsey, Holt, vacant
- 3. Communications Committee – Dorsey, Blais, Vacant
- 4. Finance - Dube, Holt, Morang
- 5. RSU No. 5 Student Aspirations - Dorsey
- 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 – Holt, Larkins
- 10. Cable TV Board - Green
- 11. Freeport Performing Arts Center Advisory Committee - Parker
- 12. Technology Committee - Green
- 13. Facilities Committee – Dorsey, Morang
- 14. MSMA Legislative Contact - Holt
- 15. Safety Committee – Vacant, Vacant
- 16. Wellness Committee - Dorsey
- 17. IASA Including: Chapter II & NCLB/Drug Free Schools Title IV – Vacant
- 18. Strategic Planning – Dube, Blais, Vacant
- 19. School Attorney – Drummond Woodsum
- 20. School Physician – Julia Lockwood

(Morang – Blais) (10 – 0)

11. UNFINISHED BUSINESS:

- A. **VOTED: (7)** That the Computation and Declaration of Votes dated and attached hereto be and it is hereby approved. (Parker – Green) (10 – 0)

- B. **VOTED: (8)** That the Computation and Declaration of Votes be entered upon the records of Regional School Unit No. 5 (the “Regional School Unit”). (Parker – Peters) (10 – 0)
- C. **VOTED: (9)** That a Certified copy of the Computation and Declaration of Votes be sent to each of the Municipal Clerks within the Regional School Unit. (Parker – Peters) (10 – 0)

12. NEW BUSINESS:

- A. **VOTED: (10)** To adopt the Comprehensive Education Plan. (Parker – Morang) (10 – 0)
- B. **VOTED: (11)** To authorize the Superintendent to hire professional staff during the summer months. (Green – Dube) (10 – 0)
- C. **VOTED: (12)** To award the insurance bid for RSU No. 5 to Maine School Management Association. (Dube – Peters) (10 – 0)

13. FINANCIAL REPORTS:

- A. RSU No. 5 Financial Statement June 4, 2010

14. COMMUNICATIONS (Consent Agenda)

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

- A. Communications – Betsy Peters reported the committee met on May 20th and June 3rd with much of that time spent on design of a template for building level websites. Work on these templates will continue over the summer with new sites up in the fall. The committee also worked on getting out the vote on the budget.
- B. Finance – Eric Dube reported the committee met on May 12th and June 9th. Discussions took place on the FY 11 Budget and the 2008-2009 Audit/Management letter review which indicated all accounts are in good standing. The committee also discussed auditor selection. Proposals were reviewed and Berry, Talbot, and Royer were selected. Insurance bids were also reviewed.
- C. Negotiations – Nelson Larkins reported we are in mediation on one support staff issue. Teacher negotiations are ongoing with the next session scheduled for tomorrow evening.
- D. Policy – Cori Holt reported the committee has completed three year’s worth of work in one year. No feedback was received on packet 10-7 and the packet was finalized for adoption tonight. There was also no feedback received on packet 10-8 and it was finalized for 1st read tonight. The committee included the superintendent’s evaluation instrument in this packet. It does not contain a merit pay component at this time.

16. PERSONNEL:

- A. Staff Hires:
 - 1. **VOTED (13)** To employ Thomas Ambrose as Morse Street School Principal for the 2010-2011 school year. (Peters – Dorsey) (10 – 0)
 - 2. **VOTED (14)** To employ Lisa Demick as Pownal Elementary School Principal/Math Strategist for the 2010-2011 school year. (Dube – Green) (10 – 0)

3. **VOTED (15)** To employ Jonathan Gallant as Health/PE Teacher for the 2010-2011 school year at Freeport High School. (Blais – Parker) (10 – 0)
 4. **VOTED (16)** To employ Cathy Varela as World Language Teacher for the 2010-2011 school year at Freeport High School. (Parker – Morang) (10 – 0)
 5. **VOTED (17)** To employ Dana Anderson as .33 Time English Writing Center Teacher for the 2010-2011 school year at Freeport High School. (Parker – Morang) (10 – 0)
 6. **VOTED (18)** To employ Melanie Moll as a Second Grade Teacher for the 2010-2011 school year at Morse Street School. (Parker – Morang) (10 – 0)
 7. **VOTED (19)** To employ Kathleen Leggett as a Teacher of the Gifted and Talented for the 2010-2011 school year. (Green – Parker) (10 – 0)
 8. **VOTED (20)** To employ Kristy Badalato as a Kindergarten Teacher for the 2010-2011 school year at Durham Community School for one year only. (Parker – Morang) (10 – 0)
 9. **VOTED (21)** To employ Heather Black-Ward as a Second Grade Teacher for the 2010-2011 school year at Durham Community School. (Peters – Parker) (10 – 0)
 10. **VOTED (22)** To employ Erin Campbell as a 2nd Grade Teacher for the 2010-2011 school year at Durham Elementary School. (Peters – Parker) (10 – 0)
 11. **VOTED (23)** To employ Carolyn Dupee as a Teacher of the Gifted and Talented for the 2010-2011 school year. (Green – Dube) (10 – 0)
- B. Staff Resignations:
1. Jeff Brazee, Technology Director
 2. Courtney Newick, FMS Educational Technician
- C. Voluntary Transfers:
1. Diana Passmore – From PK-5 Special Education Teacher at Pownal Elementary School to 6th Grade Special Education Teacher at Freeport Middle School.
 2. Lisa Roney – From 7th and 8th Grade Math Teacher at Pownal Elementary School to 6th Grade Science Teacher at Freeport Middle School.
- D. Staff Retirements:
1. Diane Boucher, Director of Finance and Human Resources

17. POLICY REVIEW:

- A. Policies Packet 10-6 was distributed for policy book update.
- B. **Voted: (24)** To adopt the following policies: Packet 10-7 (Holt – Dube) (9 – 0 – 1 Green)
1. FF – Naming Facilities
 2. GAB – Job Descriptions
 3. GBEBB – Staff Conduct with Students

4. GBGAA – Bloodborne Pathogens
5. GBGAA – E-1 – Hepatitis B Vaccine Declination Form
6. GBGAA-E2 – Consent to be Tested for Human Immunodeficiency Virus (HIV) Antibodies
7. GBGE – Temporary Modified/Light-Duty Assignments
8. GBJ – Personnel Records and Files
9. GBJC - Retention of Application Materials
10. GBN – Family and Medical Leave
11. GBO – Family Care Leave
12. GCF – Professional Staff Hiring
13. GCK – Professional Staff Assignments and Transfers
14. GCQC – Resignation of School Unit Employees
15. GCQCA – School Unit Employee References
16. GCQCA-E – Authorization to Disclose Information/Release of Claims/Indemnity
17. GCSA – Employee Computer and Internet Use
18. GCSA-R – Employee Computer and Internet Use Rules
19. GDO – Evaluation of Support Staff

C. 1st Read on the Following Policies: Packet 10-8

1. CBI – Evaluation of the Superintendent of Schools
2. KB – Parent Involvement in Education
3. KDA – Public Information Program
4. KDB – Public’s Right to Know/Freedom of Access
5. KE – Public concerns and Complaints
6. KF – Community Use of School Facilities
7. KHB – Advertising in the Schools
8. KI – Visitors to the Schools
9. KLG – Relations with Law Enforcement Authorities
10. KLG-R – Relations with Law Enforcement Authorities Administrative Procedures
11. LDA – Student Teaching and Internships

18. EXECUTIVE SESSION:

- A. **VOTED (25):** 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
(Peters – Green) (10 – 0)

Time In: 9:15 P.M.

Time Out: 9:50 P.M.

19. ACTION AS A RESULT OF EXECUTIVE SESSION:

None

20. ADJOURNMENT:

Voted: (26) To adjourn at 9:51 P.M. (Blais – Green) (10 – 0)

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