

RSU No. 5 Board of Directors Meeting
Wednesday, March 24, 2010 – 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 28, 2010 meeting).

CALLED TO ORDER:

Chairperson Larkins called the meeting to order at 6:36 P.M.

MEMBERS PRESENT: Jonathan Dawson, Kristen Dorsey (arrived at 6:50 p.m.), Eric Dube, Cori Holt, Brenda Kielty, Nelson Larkins, John Morang, Beth Parker, Elizabeth Peters, Laurie Poissonnier

MEMBERS ABSENT:

3. PLEDGE OF ALLEGIANCE:

4. CONSIDERATION OF MINUTES:

- A. **VOTED: (1)** To approve the Minutes of February 24, 2010, March 9, 2010 and March 10, 2010. (Morang – Parker) (9 – 0)

5. ADJUSTMENTS TO THE AGENDA:

None

6. GOOD NEWS & RECOGNITION:

- A. Report from Student Government – Sam Skold and Ellie Soule reported on what's happening at Freeport High School including: spring sports start on Monday; seniors have submitted their proposals for senior projects; course selections for next year have been completed by students; JMG will be holding a yard sale in the near future; Freeport finished second in the regional One Act competition; and on April 15th there will be an Alcohol Awareness activity with round tables.

7. REPORTS FROM ADMINISTRATORS:

- A. Sarah Simmonds, Curriculum Director, reported on the first draft of the proposed 2010-2011 school calendar. Four calendar options were created and shared with Administration which was then reduced to one. The proposed calendar reduces Pownal and Freeport's early release days, the high school's late arrival days and adds seven early release days to Durham. The goal was to have common professional development time throughout the district without impacting the budget. Sarah reported the draft calendar will be posted on the website and feedback will be accepted until Noon on April 5th. Revisions will be made to the calendar, if needed, and will be brought to the Board on April 14th for a 1st read and April 28th for 2nd Read/Adoption.

Board members expressed concern about the inconsistent approach to early-release days in the calendar; the impact on instructional time with students, and alternatives for professional development time for teachers. The Board asked that the Use of Time committee meet to consider the draft calendar in light of that committee's previous recommendations.

- B. Jeff Brazee, Technology Director, reported on the newly re-designed website. Kristen Stetson, a Pownal parent and web designer, volunteered her time to create the design. Jeff reviewed some of the pages and new features on the site. There is still some work to do on the site.

8. SUPERINTENDENT'S REPORT:

9. PUBLIC COMMENTS:

Durham: Jane Rice

Freeport: Cheryl White, Joe Migliaccio

Pownal: Peter Buckley, Jon Morris, Rhonda O'Shea, Michael Morin, Tom Hall, John Green,
Thurston Searfoss, Tracey Bordon, Jane Humpfrey

10. UNFINISHED BUSINESS:

- A. Review Budget FY'11: Superintendent Welsh reviewed the packet of information that included responses to questions asked at the March 10th budget meeting. Clarification was provided on the savings from health services, library books, secretarial support, and the relocation of Pownal 6-8 grades. Stipend positions were reviewed along with the positions funded for Gifted and Talented.

Superintendent Welsh presented the Pownal Middle School Recommendation Summary to the Board and public. The summary explains that equity of educational opportunities had been a concern expressed by several parents about Pownal's middle school program. Parents have commented on a strengthened middle level program this year; however, there are limited funds to increase student access to other offerings and opportunities. The question to consider was how, in light of decreasing state revenues, we can continue to provide varied academic, athletic, and co-curricular experiences to all of our students while limiting the impact to taxpayers. These considerations led to the recommendation to replace Pownal's current middle school program with the choice of attending either Durham or Freeport middle school with transportation being provided to either school. Recommendation considerations include: preserving a PK-5 program in Pownal and provide options for the meaningful use of the middle school classrooms; class sizes at Freeport and Durham middle schools would be targeted at 20-22 students; providing strong educational opportunities for our middle level student would be more cost effective at two middle schools instead of three; transportation would be provided to either middle school; budget reduction of \$185,000 due to the elimination of three teaching positions and the addition of transportation to Durham; and the use of the space at Pownal to ensure the building remains an active and dynamic environment.

11. NEW BUSINESS:

- A. **VOTED: (2)** To approve an unpaid leave of absence. (Poissonnier – Holt) (9 – 0 Larkins out of the room)

12. FINANCIAL REPORT:

- A. RSU No. 5 Financial Statement March 18, 2010

13. COMMUNICATIONS (Consent Agenda)

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

- A. Communications – Betsy Peters reported the committee met on March 4th and March 18th. Kristen Stetson, a professional graphic designer, from Pownal and Jeff Brazee were in attendance on March 4th to finalize the layout of the website. A new feature of the website will be the “Schools Delivering on the Mission”. This will be a student/school focused element of the biweekly message. A donation button will be displayed on the website. The volunteer sub-page has also been set up as a method of identifying volunteers who have specific skills or areas of interest. A High School Students Campaign is in the planning stages. This campaign will focus on retaining students and attracting others who attend a non-RSU high school. This will be discussed further at the Communications meeting on April 8th. Budget communications will be an on-going item that will be discussed at each of our future meetings as we work toward an adopted budget approved by the voters.
- B. Finance – Eric Dube reported the committee met on February 24th and March 17th. At the February 24th meeting the committee selected members to be included on the Strategic Planning Financial Indicators Task Force, they were: Rod Regier, Allan Purinton, Cliff Ruprecht and Lois Kilby-Chesley. The Task Force has met three times. The committee also briefly discussed transportation services. Shannon reviewed the public budget meetings that were held throughout the district and reviewed the areas of discussion.

At the March 17th meeting warrants were signed. The committee discussed the conversion to natural gas. Maine Natural Gas is bringing a pipeline through Pownal into Freeport and three of our schools would be on the line. Eric reviewed the conversion comparison sheet. The conversions would provide us with dual fuel capabilities in these three buildings. The committee continued discussion on the 2010-2011 budget and additional handouts for the March 24th meeting including Pownal total savings and other options. More information will be presented on the Pownal 6-8 choice option on the 24th. The committee reviewed the work of the Strategic Planning Financial Task Force. We are preparing the bus bid for leasing two buses for 2010-2011, the audit bid and the insurance bids. We will be having an on-site review of our AARA funds by the Department of Education.

- C. Negotiations – Nelson Larkins reported several different sessions have been held with Pownal support staff, teachers and administrators. We will be meeting with teachers in the next two weeks.
- D. Policy – Cori Holt reported the committee met on March 12th. The committee did not receive any feedback on policy packet 10-5. The packet was finalized for 2nd Read/Adoption. The committee reviewed and prepared policy packet 10-6 for draft feedback. The committee received feedback on the use of private vehicles policy EEBB in packet 10-5. A component authorizing the superintendent to develop procedures for student use of vehicles and the transportation of other students in private vehicles was added to the policy. The revised packet 10-6 was prepared for 1st Read on March 24th and 2nd Read/Adoption targeted for April 28th. The committee decided to pull the draft superintendent’s evaluation instrument from packet 10-6 and work on that document during May. Packet 10-7 was reviewed and compiled for distribution on March 24th for feedback.

15. PERSONNEL:

- A. Staff Retirement: Cheryl White, Morse Street School Principal
- B. Staff Resignations:
 - 1. Jennifer Jones, Pownal Elementary School Science Teacher
 - 2. Susan Jelly, FHS Educational Technician

Chair Larkins announced this would be Laurie Poissonnier's last meeting because her term is ending. He thanked her for her commitment to our students education, her leadership, and her six years of service as a Durham/RSU Board member.

16. POLICY REVIEW:

- A. Policies Packet 10-4 was distributed for policy book update.
- B. Policies Packet 10-7 was distributed for review with plans for 1st Read on April 28, 2010 and 2nd Read/Final Adoption on June 9, 2010.
- C. **Voted: (3)** To adopt the following policies: Packet 10-5 (Poissonnier – Morang) (10 – 0)
 - 1. BB – School Board Legal Status
 - 2. BBBE – Unexpired Term Fulfillment/Vacancies
 - 3. BEDC – Quorum
 - 4. BID – Board Member Compensation and Expenses
 - 5. JFAA - Admission of Resident Students
 - 6. JFABD – Admission of Homeless Students
 - 7. JGAA – Assignment of Students to Classes – Five-Year Olds
 - 8. JGAB – Assignment of Students to Classes: Transfer Students and Home Schooling Students
 - 9. JHCB – Release Time for Religious Instruction
 - 10. JIC – RSU No. 5 School Department Code of Conduct
 - 11. JIH – Questioning and Searches of Students
 - 12. JJ – Extracurricular Activities
 - 13. JJAB – Student Groups – Limited Open Forum
 - 14. JJE – Student Fundraising Activities
 - 15. JKB – Detention of Students
 - 16. JKD – Suspension of Students
 - 17. JKE – Expulsion of Students
 - 18. JKE-R-Expulsion of Students Guidelines
 - 19. JKF – Disciplinary Removal of Students with Disabilities
 - 20. JKG – Physical Restraint
 - 21. JKGA – Time Out Rooms and Therapeutic Restraint
 - 22. JLC – Student Health Requirements and Services
 - 23. JLCC – Communicable/Infectious Diseases
 - 24. JLCDA – Medical Alert List Policy
 - 25. JLCE – First Aid and Emergency Medical Care
 - 26. JLCEE – Policy Regarding Do Not Resuscitate Requests
 - 27. JLF – Reporting Child Abuse and Neglect
 - 28. JLIB – Student Dismissal Precautions

D. 1st Read on the Following Policies: Packet 10-6

1. AD – Educational Mission and Vision
2. EB – Environmental and Safety Program
3. EBAA – Chemical Hazards
4. EBCA – Comprehensive Emergency Management Plan
5. EBCB – Fire Drills
6. EBCF – Automated External Defibrillators (AED's)
7. ECAC – Vandalism
8. EEA – Student Transportation Services
9. EEAEA – Student Transportation Employee Requirements Training and Responsibilities
10. EEAECE – Student Conduct on School Buses
11. EEAEF – Video Cameras on Transportation Vehicles
12. EEBA – Van Use
13. EEBB – Use of Private Vehicles on School Business
14. EFBA – Menu Development/Options – Offers vs. Serve Lunch Concept
15. EFC – Free and Reduced Price Food Services
16. EGAD – Copyright Compliance
17. EGAD-R-Copyright Compliance

17. EXECUTIVE SESSION:

- A. **VOTED (4):** To enter into Executive Session as outlined in 1 M.R.S.A § 405(6)(D) for the purpose of discussing administrator and support staff negotiations for RSU No. 5.
(Dube – Parker) (10 – 0)

Time In: 9:16 P.M.

Time Out: 9:45 P.M.

18. ACTION AS A RESULT OF EXECUTIVE SESSION:

None

19. ADJOURNMENT:

- Voted: (5)** To adjourn at 9:46 P.M. (Poissonnier – Dorsey) (10 – 0)

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