

RSU No. 5 Board of Directors Meeting
Wednesday, September 23, 2009 – 7:00 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 October 28, 2009 meeting).

MEMBERS PRESENT: Kristen Dorsey, Eric Dube, Cori Holt, Jennifer Kaplan, Brenda Kielty, Nelson Larkins, Melinda McKechnie, John Morang, Beth Parker, Elizabeth Peters, Laurie Poissonnier

MEMBERS ABSENT:

CALLED TO ORDER:

Chairperson Larkins called the meeting to order at 7:02 P.M.

3. CONSIDERATION OF MINUTES:

A. **VOTED: (1)** To approve the Minutes of the August 26, 2009 and September 9, 2009 meetings of the Board of Directors. (Morang – Parker) (11 – 0)

4. GOOD NEWS & RECOGNITION:

A. Cheryl White – Technology Presentation: Cheryl White, Principal of Morse Street School, introduced Kristy Johnson a second grade teacher. Kristy demonstrated how she integrates technology into her classroom. This year the class is using a Wiki so students can record what they learn each week then upload it to the Wiki for parents to hear what their child learned that week. The class has also joined the online Community Collaborative Rain, Hail and Snow Network and Climate Connections to work with mapping and math skills.

5. ADJUSTMENTS TO THE AGENDA:

None

6. REPORTS FROM DIRECTORS:

A. Russell Packett – Opening of School: Russell Packett, Director of Freeport Recreation and Community Education explained the services his department provides to the communities including: Adult GED with 12-15 students participating per year; ESOL with 35-40 students participating per year; youth and adult recreation; Teen Center; scheduling for all school facilities in Freeport; and the child care program with 91 total families participating.

B. Dennis Ouellette – Opening of School: Dennis Ouellette, Director of Facilities and Transportation extended a thank you to the custodians for their hard work over the summer. Projects completed this summer include: Mast Landing School roof; Freeport High School roof over the gym and storage area, the master clock system, and some electrical wiring; insulation replacement and new energy efficient light bulbs at Pownal Elementary; field work at Durham Elementary; two new buses are on order and expected to arrive in November.

- C. Judy Goodenow – Opening of School: Judy Goodenow, Director of Food Service mentioned a \$6,000 grant was received from the Maine Dairy Council to paint, put up new signs and purchase a new milk cooler for the High School cafeteria. Maine Harvest Day was September 17th all food was purchased locally. 334 students in the district or 20% receive free or reduced lunch. Currently we are looking at inviting the elderly to lunch once a month.
- D. Joan Nason – Opening of School: Joan Nason, Director of Student Services reported there are 231 students identified and 8 out of district placements. Two of the RSU towns, Pownal and Freeport, have pre-school programs. Freeport's program was revamped into an integrated program with some students with disabilities and some students typically developing. One of the areas being looked at is unifying how the three towns identify Gifted and Talented. There are currently 21 ESL students in the district. H1N1 clinics have been set up in the three communities for October 7th, 12th and 20th.
- E. Diane Boucher – Opening of School: Diane Boucher, Director of Finance and Human Resources reported the business office is now fully staffed, the Accounts Payable position has been filled. There are just under 400 employees and 90% have direct deposit. On October 9th advices will be e-mailed to all staff that have direct deposit. The business office is currently working on having purchase orders online.
- F. Craig Sickels – Opening of School: Craig Sickels, Director of Athletics reported pre-season started on August 17th and Fall Kick-Off was September 11th. Coastal Orthopedic & Sports Medicine is working with us to provide athletic trainer services at 2 or 3 games/practices per week at no cost to the RSU. Participation in High School sports is at 190 and 223 for the three middle schools.

7. SUPERINTENDENT'S REPORT:

- A. Community Forum on Strategic Plan: Superintendent Welsh reported she has received positive feedback on the forum. Several people have thanked us for holding a well-organized and informative event. Great Schools will report back to the Board at the October 14th Board meeting.
- B. DOE Financial Update: Superintendent Welsh reported there is no concrete information at this time from the DOE. A revenue shortfall for the current year is still anticipated of approximately \$40 million dollars. The Education Committee is looking at the possibility of shutdown days for schools, special education costs, salary freezes, retirement incentives. We are working locally and at the State level. Locally we are working on a salary analysis to see if there are savings due to staff changes.
- C. Naming the RSU: Superintendent Welsh reported that we will begin the process for naming the RSU. The Student Mentor group at the high school will be asked to help educate and facilitate student discussions. Students will initially research the history and geography of the three towns. A summary of the information will be created and shared with all students. Each of the schools will recommend a name for the RSU. The Board will then establish a panel of five Board members to survey the citizens of the three towns to gather input about the recommended names and make a final recommendation to the Board in November/December. Following the naming

of the RSU and either renaming or confirming the name of the high school, consideration will be given to the issues of school colors and the mascot.

D. Board Self-Evaluation: Superintendent Welsh reported typically Board's develop a procedure that provides for individual reflection and board-level discussion of the elements of an effective Board. The Policy Sub-Committee met and is requesting Board members review sample evaluations and provide feedback regarding which of the formats should be used to evaluate the Board's effectiveness. The Policy Sub-Committee will review the feedback at their October 16th meeting.

8. PUBLIC COMMENTS:

None

9. OLD BUSINESS:

None

10. NEW BUSINESS:

A. **Voted: (2)** To approve the revisions to the MVR 10 Cooperative Agreement.
(Morang – Poissonnier) (11 – 0)

B. **Voted: (3)** To appoint Brenda Kielty as delegate and Nelson Larkins as alternate to the Maine School Boards Association Annual Delegate Assembly at the Maine School Management Associations Annual Fall Conference. (Poissonnier – Parker) (11 – 0)

11. FINANCIAL REPORT:

A. RSU No. 5 Financial Statement September 18, 2009

12. COMMUNICATIONS (Consent Agenda)

A. MSMA Fall Conference

13. PERSONNEL:

None

14. POLICY REVIEW:

A. Policies Packet 10-2 was distributed for review with plans for 1st Read on October 28, 2009 and Final Adoption on November 18, 2009.

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

1. BBA – Board of Directors Powers and Responsibilities
2. BBAA – Board of Directors Members Authority and Responsibilities
3. BBBA – Board of Directors Member Qualifications
4. BBBDA – Board of Directors-Declared Vacancy Caused by Absenteeism

5. BBBE – Unexpired Term Fulfillment/Vacancies
6. BCA – Board of Directors Member Code of Ethics
7. BCB – Board of Directors Member Conflict of Interest
8. BCC – Nepotism
9. BDA – Board of Directors Organizational Meeting
10. BDB – Board of Directors Officers
11. BDD – Board of Directors – Superintendent Relationship
12. BDE – Board of Directors Standing Committees
13. BDF – Board of Directors Advisory Committees
14. BDG – School Attorney/Legal Services
15. BEA – Board of Directors Use of Electronic Mail
16. BEC – Executive Session
17. BEC-E – Executive Session Law
18. GCG – Teacher and Educational Technician Substitute Policy
19. IJJ – Instructional and Library-Media Materials Selection
20. IKE – Promotion, Retention and Acceleration of Students
21. ILA – Tests/Assessment
22. ILD – Educational Research: Student Submission to Surveys, Analyses, or Evaluations

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

- A. Communications: Jen Kaplan reported the Communications Sub-Committee met on September 17th. The two items discussed were the Community Forum and Naming the RSU. The sub-committee felt the approach used to inform and invite the public to the forum was effective and a similar plan will be used for the next forum in October. A communications plan for the work related to the naming of the RSU was considered by the sub-committee. The next meetings of the sub-committee will be held on October 8th at 7:30AM and October 22nd at 7:30AM.
- B. Finance: Eric Dube reported the Finance Sub-Committee met on September 16th. Discussions around Pownal Road field were held. Seacost is looking for the town to make a decision by November 30th. A stakeholders group meeting took place on September 17th. The sub-committee heard an update on the 3-5 year financial plan. Jim Rier from the Department of Education and his team are working on numbers. Jim will be asked to attend the October 14th Finance Sub-Committee meeting to provide information for review and decisions about our next steps. A process for capital and facility planning is being worked on and a council member or selectmen from each town will be invited to join the committee. The Warrant was signed.
- C. Negotiations: Nelson Larkins reported negotiations still continue to meet.
- D. Policy: Cori Holt reported the Policy Sub-Committee met on September 18th. No feedback was received on policy packet 10-1. The sub-committee prepared packet 10-2 for feedback. The committee is recommending that the Board include the “Pledge of Allegiance” as part of their meeting and add to the agenda template for policy BEDB. The committee is also recommending adding “Good News and Recognition” to the agenda template for student and staff recognition and presentations. Policy BEDFA on abstentions is included in packet 10-2 and the committee encourages all Board members review it. The committee discussed the creation of a policy to include three student advisory members with representation from each town. Students would not

have voting rights. Because the school calendar is a policy issue the committee will prepare an “Advisory Committee charge” for the Board’s consideration.

16. EXECUTIVE SESSION:

- A. **Voted: (4)** To enter into Executive Session as outlined in 1 M.R.S.A § 405(6)(E) for the purpose of discussing a legal matter. (Morang – Kaplan) (11 – 0)

Time In: 9:02 P.M.

Time Out: 9:58 P.M.

17. ACTION AS A RESULT OF EXECUTIVE SESSION:

None

18. ADJOURNMENT:

Voted: (5) To adjourn at 9:59 P.M. (Poissonnier – McKechnie) (11 – 0)

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