

RSU No. 5 Board of Directors Meeting
Wednesday, August 12, 2009 – 6:30 P.M.
Freeport High School Library
Special 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 26, 2009 meeting).

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

MEMBERS ABSENT: Cori Holt, Elizabeth Peters

CALLED TO ORDER:

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

3. CONSIDERATION OF MINUTES:

- A. **VOTED: (1)** To approve the Minutes of the July 1, 2009 and July 8, 2009 meeting of the Board of Directors. The July 8, 2009 minutes were revised to reflect Board member Kaplan was appointed to Freeport Student Aspirations. (Morang – Parker) (9 – 0)

4. ADJUSTMENTS TO THE AGENDA:

None

5. PUBLIC COMMENTS:

None

6. OLD BUSINESS:

- A. **Voted: (2)** That the Computation and Declaration of Votes dated and attached hereto be and is hereby approved. (Morang – Poissonnier) (9 – 0)
- B. **Voted: (3)** That the Computation and Declaration of Votes be entered upon the records of Regional School Unit No. 5 (the “Regional School Unit”). (Morang – Poissonnier) (9 – 0)
- C. **Voted: (4)** That a Certified copy of the Computation and Declaration of Votes be sent to each of the Municipal Clerks within the Regional School Unit. (Morang – Poissonnier) (9 – 0)

7. COMMUNICATIONS (Consent Agenda)

- A. Finance Sub-Committee Meeting Schedule for 2009-2010
B. Sub-Committee Membership 2009-2010

8. PERSONNEL:

- A. **Voted: (5)** To employ Raymond Grogan as Principal of Freeport Middle School for the 2009-2010 school year. (Parker – Poissonnier) (9 – 0)

Superintendent Welsh explained the hiring process. The position was advertised; parents and staff were invited to participate in the interview process; the 12 member interview committee met to review applications and create a list of characteristics needed in a Principal; five candidates were interviewed; two candidates were invited back for a second interview with two Board members, a teacher and the Superintendent; references checked; final meeting with the top candidate and Superintendent. The Superintendent and the candidate reviewed CBEA salary comparables and looked to move closer to other Cumberland County salaries.

Superintendent Welsh introduced Raymond Grogan. Mr. Grogan has been at Sanford Middle School for the past thirteen years, the last two as Assistant Principal. He has been released from his contract in Sanford and will be able to begin soon. Mr. Grogan told the Board he appreciates this opportunity and is very excited to be at Freeport Middle School.

- B. **Voted: (6)** To employ Beth Willhoite as a one-year Interim Principal at Mast Landing School for the 2009-2010 school year. (Morang – Parker) (9 – 0)

Superintendent Welsh explained when Holly Couturier gave her resignation and accepted a full time Principal position in Auburn she spoke with both Beth Willhoite and Holly Couturier about the best strategy for filling the position. Ms. Couturier immediately suggested Ms. Willhoite take over as full time Principal. Some of the concerns include trying to hire a Teaching-Principal in August and Ms. Willhoite teaches in the morning and it would be hard to mentor a new Teaching-Principal. Superintendent Welsh then contacted the Board, parents and staff about the possibility of going to a full time Principal. Superintendent Welsh received four responses from parents, three said to go for it and one suggested doing away with the three programs. Feedback from one staff member was concern about losing the three programs. Superintendent Welsh and Beth Willhoite met to review salary comparables

Superintendent Welsh noted a few years ago there was a Mast Landing governance study done. Parents indicated they wanted the three separate programs but also wanted the kids to be together. Two years ago Beth Willhoite took over Teaching-Principal duties for the Soule and Harraseeket Programs which helped with the effort to make connections between students and staff. Superintendent Welsh and Ms. Willhoite have looked at performance indicators and the possibility of a survey for feedback on how the model of a full time Principal is working. The Board will need to decide by February.

- C. **Voted: (7)** To employ Charles Mellon as a Social Studies teacher for Freeport High School for the 2009-2010 school year. (Poissonnier – Parker) (9 – 0)

Superintendent Welsh indicated this position is one of the new positions created in the budget to alleviate class sizes. The most compelling element of Mr. Mellon is his strong use of technology. Dr. Welsh welcomed Charles Mellon.

- D. **Voted: (8)** To employ Lynne Rowe as a Foreign Language teacher for Durham Elementary School/Freeport Middle School for the 2009-2010 school year. (Parker – Poissonnier) (9 – 0)

Superintendent Welsh explained the position is half-time afternoons at Freeport Middle School and half-time mornings at Durham Elementary School. Ms. Rowe has extensive experience and the quality of her language skills is outstanding. Ms. Welsh welcomed Lynne Rowe.

E. E. Staff Summer Retirements:

1. Dan Queior – Industrial Technology Teacher at Freeport Middle School

F. Staff Summer Resignations:

1. Holly Couturier – Teaching-Principal at Mast Landing School
2. Erika Dupont – 5th Grade Teacher at Pownal Elementary School
3. Allen Irish - .5 Time Science Teacher at Freeport High School

Chairperson Larkins noted Hannah Hall was listed on the agenda as a resignation, but she will be staying at Durham Elementary School.

G. Staff Summer Hires:

1. Maria Talbot - .5 Time Music Teacher at Morse Street School
2. Chake Higgison - .6 Time Art Teacher at Morse Street School
3. Katherine Whipple – Grade 3/4 Teacher at Mast Landing School
4. Susan Beaulé – Literacy Strategist at Morse Street School

9. POLICY REVIEW:

- A. 09-Packet #3 was distributed for Policy book update.

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

- A. Communications: Superintendent Welsh reported the recommendation from the Communications Sub-Committee and the Strategic Planning Committee is to shift the focus of the Future Search to a focus on a three-year Strategic Plan with performance indicators. The Great Schools Partnership would facilitate the process for the community and Board development of the Plan and indicators. Duke Albanese, Co-Executive Director (previous Maine Commissioner of Education) and David Ruff, Co-Executive Director (graduate of Freeport High School) would work closely with us. On September 14th from 6:00PM-9:00PM a Board and Community forum will be held with a special guest speaker on learning needs for the 21st Century. The group discussion would respond to the presentation and identify characteristics and set high-level three-year targets for student performance. Out of that information we would create three-year K-12 targets for student performance; annual indicators that measure progress in achieving targets; and three-year K-12 district strategic plan. A second community forum for feedback on the plan would be held at the end of October. At the end of the 2009-2010 school year a forum/celebration to review indicators of the one-year strategic plan will be held. All community members would be invited to attend the forums. The goal would be to bring information to the Board at either the August 26th or September 9th meeting before it goes public on September 14th.

- C. Finance: Eric Dube reported the Finance Committee held meetings on July 21st and August 4th. Warrants were reviewed and signed. We have not had to use our line of credit and do not anticipate the need to do so. The committee discussed providing a financial report to the full Board monthly. In September we will start to look at a 3-5 year capital plan for budget in January. Pownal Road field deed is still being discussed. The Town of Freeport is working with Seacoast Soccer on the possibility of selling the Pownal Road fields. There has been discussions at the Town level that if they sell the fields money should be set aside for future school fields, but the concern is there is no land to develop. A meeting between the Finance Sub-Committee and Town leadership has been scheduled for Tuesday, August 18th 7:30AM to discuss the Pownal Road fields.

Superintendent Welsh explained she was approached by Seacoast to provide school usage of the Pownal Road fields. There is confusion around the sale of the land and what our role is. Ms. Welsh noted the Town paid \$8,000 for a field study and she has met with the group that did the study. The process of the sale of the land has been slowed down by the Town Council.

- D. Policy: Melinda McKechnie reported the Policy Committee met on August 7th. Additional feedback from recently adopted policies was considered and those revisions will be included in the first 10-01 packet for review. Members also reviewed and prepared B policies related to functions of the Board. They also reviewed and have recommendations regarding substitute pay for all schools in the RSU. A schedule for the year has been completed and given to the full Board. The plan authorizes the use of existing policies until the RSU adopts replacement policies. The policy work plan for the year provides for a review of all existing policies and adoption of recommended RSU policies by the end of the 2009-2010 school year. Policy packet 10-01 will be distributed on August 26th. The next meeting of the committee will be held on September 18th.

11. ADJOURNMENT:

Voted: (9) To adjourn at 8:20 P.M. (Poissonnier – Parker) (9 – 0)

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