

REGULAR MEETING OF RSU NO. 5 BOARD OF DIRECTORS
WEDNESDAY– JUNE 12, 2024
FREEPORT HIGH SCHOOL - LIBRARY
6:30 P.M. REGULAR SESSION
AGENDA

1. Call to Order:

The meeting was called to order at _____p.m. by Chair Michelle Ritcheson

2. Attendance:

___ Colin Cheney
___ Malik Farlow
___ Cheyenne Farrell
___ Danielle George
___ Durham Vacant
___ Carolyn Jensen

___ Kara Kaikini
___ Elisabeth Munsen
___ Maura Pillsbury
___ Michelle Ritcheson
___ Kelly Sink
___ Phoebe Williamson, Student Representative
___ Lily West, Student Representative

3. Pledge of Allegiance:

4. Consideration of Minutes:

None

5. Adjustments to the Agenda:

6. Good News & Recognition:

None

7. Public Comments: (10 Minutes)

8. Reports from Superintendent: (5 Minutes)

A. Resignation: Abigail Leavitt, PES Nurse

9. Administrator Reports:

None

10. Board Comments and Committee Reports:

None

11. Policy Review:

None

12. Unfinished Business: (10 Minutes)

A. I move that the Computation and Declaration of Votes dated June 12, 2024 and attached hereto be approved.

Further moved: That the Computation and Declaration of Votes be entered upon the records of Regional School Unit No. 5.

Further moved: That a certified copy of the Computation and Declaration of Votes be sent to each of the Municipal Clerks of the member municipalities within Regional School Unit No. 5.

Motion: _____ 2nd: _____ Vote: _____

- B. I move that the Warrant for Assessment of Tax and the Assessment Schedule and Notice of Installments for each member municipality prepared by the Treasurer for fiscal year July 1, 2024 to June 30, 2025 be approved and be issued in form presented to this meeting; and that the Treasurer be authorized and directed to deliver to each member municipality its Warrant for Assessment of Tax and its Assessment Schedule and Notice of Installments.

Motion: _____ 2nd: _____ Vote: _____

13. New Business: (25 Minutes)

- A. Consideration and approval to authorize the Superintendent to hire staff between June 13, 2024 and the first Board meeting in September 2024.

Motion: _____ 2nd: _____ Vote: _____

- B. Consideration and approval of the Freeport High School Testing Coordinator stipend position, pending Stipend Committee approval at their June 7, 2024 meeting.

Motion: _____ 2nd: _____ Vote: _____

- C. Consideration and approval of a delegate and alternate to the Maine School Boards Association Annual Delegate Assembly at the Annual Fall Conference.

Motion: _____ 2nd: _____ Vote: _____

Items D. - G. dependent on the 2024-2025 budget passing

- D. Consideration and approval to authorize the Superintendent to hire a Special Education Teacher at Morse Street School for the 2024-2025 school year (one year position). Funding to come from Article 2 Reserve Account.

Motion: _____ 2nd: _____ Vote: _____

- E. Consideration and approval to authorize the Superintendent to hire a Grade 5 Teacher at Mast Landing School for the 2024-2025 school year (one year position). Funding to come from Article 1 Reserve Account.

Motion: _____ 2nd: _____ Vote: _____

- F. Consideration and approval to authorize the Superintendent to hire a .5 Guidance Counselor at Durham Community School for the 2024-2025 school year (one year position). Funding to come from Article 1 Reserve Account.

Motion: _____ 2nd: _____ Vote: _____

- G. Consideration and approval to authorize the Superintendent to hire up to seven educational technicians (one year positions). Funding to come from Article 2 Reserve Account.

Motion: _____ 2nd: _____ Vote: _____

14. Organizational Business: (20 Minutes)

- A. Consideration and approval to appoint a Chair for the RSU No. 5 Board of Directors (to take effect July 1, 2024).

Motion: _____ 2nd: _____ Vote: _____

- B. Consideration and approval to appoint a Vice-Chair for the RSU No. 5 Board of Directors (to take effect July 1, 2024).

Motion: _____ 2nd: _____ Vote: _____

- C. Consideration of approval to add, delete, or consolidate committees and make annual appointments. (Board member names indicate current committee members)

1. Negotiations (2-3)

Professional (Ritcheson, George, Pillsbury)

Support (_____, _____)

2. Policy (3) (Kaikini, Cheney, _____)

3. Finance (3) (Pillsbury, Ritcheson, Munsen)
(One member from each town)

4. Strategic Communications Committee (2-3) (Sink, Kaikini, _____)

5. Facilities and Operations (3) (Sink, Farlow, Ritcheson)

6. Stipend Review Committee (2) (Kaikini, Munsen)

7. Maine Region 10 Technical High School Board (2) (Cheney, _____)

8. Dropout Prevention Committee - BOOST (1) (Munsen)

9. Freeport Cable TV Board (1) (Jensen)

10. Wellness Committee (1) (Sink)

11. Diversity, Equity, Inclusion (2) (Cheney, Farlow)

12. Curriculum and Program Development (2) (George, _____)

13. School Attorney

Drummond Woodsum

14. School Physician

Dr. Stephanie Phelps

Motion: _____ 2nd: _____ Vote: _____

15. Personnel: (20 Minutes)

- A. Consideration and approval to employ a 4th Grade Teacher at Mast Landing School for the 2024-2025 school year.

Motion: _____ 2nd: _____ Vote: _____

- B. Consideration and approval to employ a Music Teacher at Mast Landing School for the 2024-2025 school year.

Motion: _____ 2nd: _____ Vote: _____

- C. Consideration and approval to employ an Assistant Principal at Freeport Middle School for the 2024-2025 school year.

Motion: _____ 2nd: _____ Vote: _____

- D. Consideration and approval to employ a Music Teacher at Freeport Middle and High School for the 2024-2025 school year.

Motion: _____ 2nd: _____ Vote: _____

- E. Consideration and approval to employ a Social Worker at Freeport High School for the 2024-2025 school year.

Motion: _____ 2nd: _____ Vote: _____

Positions dependent on the 2024-2025 budget passing

F. Consideration and approval to employ a 4th Grade Teacher at Mast Landing School for the 2024-2025 school year.

Motion: _____ 2nd: _____ Vote: _____

G. Consideration and approval to employ a Special Education Teacher at Mast Landing School for the 2024-2025 school year.

Motion: _____ 2nd: _____ Vote: _____

H. Consideration and approval to employ a Science Teacher at Freeport High School for the 2024-2025 school year. (.5 is new and .5 already in the budget)

Motion: _____ 2nd: _____ Vote: _____

16. Public Comments: (10 Minutes)

17. Executive Session:

A. Consideration and approval to enter into Executive Session as outlined in 1 M.R.S.A § 405(6)(A) for the purpose of discussing the Superintendent's evaluation.

Motion: _____ 2nd: _____ Vote: _____

Time In _____ Time Out _____

18. Action as a Result of Executive Session:

Motion: _____ 2nd: _____ Vote: _____

19. Adjournment:

Motion: _____ 2nd: _____ Vote: _____ Time: _____

REGIONAL SCHOOL UNIT NO. 5
COMPUTATION AND DECLARATION OF VOTES

QUESTION 1:

NEGATIVE

Abstract

1. *Journal of the American Medical Association*, 2000; 283: 2639-2645.

100

(write "passed" or "failed")

Age Group	Total (%)	Female (%)	Male (%)	Under 18 (%)	18-24 (%)
18-24	~1.5	~1.5	~1.5	~1.5	~1.5
25-34	~2.5	~2.5	~2.5	~2.5	~2.5
35-44	~3.5	~3.5	~3.5	~3.5	~3.5
45-54	~4.5	~4.5	~4.5	~4.5	~4.5
55-64	~5.5	~5.5	~5.5	~5.5	~5.5
65-74	~6.5	~6.5	~6.5	~6.5	~6.5
75+	~7.5	~7.5	~7.5	~7.5	~7.5

100

A true copy, attest:

Jean Skorapa, Secretary

Item #12.B.

STATE OF MAINE
WARRANT FOR ASSESSMENT OF TAX – Durham
Regional School Unit No. 5

To the Assessors of the **Town of Durham** in the **County of Androscoggin** (the “Town”):

Under and by virtue of the provisions of, as applicable, 20-A M.R.S. §§ 1301-1315, 1451-1512, 1701-1706, the School Board of Regional School Unit No. 5 (the “RSU”), organized in pursuance thereof, hereby issue their warrant for the assessment of taxes on the Town for the year covering the period of July 1, 2024 to June 30, 2025 (the “Fiscal Year Period”).

Whereas, the citizens of the RSU, at budget proceedings duly held, voted to raise the following sums for the Fiscal Year Period:

Budgetary Revenue Category	Approved to be Raised
EPS Required Local Contribution	\$19,573,905.67
Debt Service for non-State funded School Construction	\$121,247.63
Additional Local Funds	\$12,965,830.54
Adult Education	\$112,000.00
Total:	\$32,772,983.84

Whereas, the School Board has determined that the total school operating budget, school nutrition program, and adult education program, minus all anticipated revenues, requires the sum of \$32,772,983.84 to be assessed against the member municipalities of the RSU for the Fiscal Year Period and;

Whereas, the School Board, on June 12, 2024, ordered that warrants be issued forthwith and sent out for assessing the towns comprising the RSU their proportionate shares, said share being in accordance with existing statutes and the method of sharing costs among the member municipalities of said RSU and for paying the same to the Treasurer of the RSU

Now, therefore, agreeable to the provisions of 20-A M.R.S. § 1489, you are hereby required, in the name of the State of Maine and the RSU to assess the sum of \$6,357,416.27 upon the taxable estates within the Town according to the provisions of law for the assessment of taxes; and in making said assessment, you are required to add the sum aforesaid to the amount of state, county and town taxes to be by you assessed.

And you are alike required to pay or issue your warrants to the several constables or collectors of said Town requiring them respectively to levy and collect the sum of \$6,357,416.27, and to pay to the Town treasurer the aforesaid sum set against said Town, to be paid by said Town treasurer to the treasurer of the RSU in twelve equal monthly installments on or before the 20th of each of the months during the Fiscal Year Period.

Given under our hands this June 12, 2024:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

A majority of the School Board of Regional School Unit No. 5

Attest: _____
Jean Skorapa, Treasurer
Regional School Unit No. 5

STATE OF MAINE
ASSESSMENT SCHEDULE AND NOTICE OF INSTALLMENTS OF TAX – Durham
Regional School Unit No. 5
17 West Street, Freeport, ME 04032

To the Treasurer of the **Town of Durham** in the **County of Androscoggin** (the “Municipality”):

Under and by virtue of, as applicable, 20-A M.R.S. §§ 15691 and 15691-A, the School Board of Regional School Unit No. 5 (the “RSU”) presents the following Assessment Schedule based on the budget and amounts approved at budget proceedings of the RSU for **fiscal year July 1, 2024 to June 30, 2025** (the “Fiscal Year Period”):

Municipality	EPS Required Contribution	Local Only Debt Service	Additional Local Funds	Adult Ed	Total Municipal Assessment
Durham	\$3,434,897.34	\$121,247.63	\$2,777,280.90	\$23,990.40	\$6,357,416.27
Freeport	\$14,063,859.00	\$0	\$8,554,854.99	\$73,897.60	\$22,692,611.59
Pownal	\$2,075,149.33	\$0	\$1,633,694.65	\$14,112.00	\$3,722,955.98
Totals:	\$19,573,905.67	\$121,247.63	\$12,965,830.54	\$112,000.00	\$32,772,983.84

Under and by the virtue of the provisions of section 1489(3) of Title 20-A of the Maine Revised Statutes, as amended, you are hereby notified that the following monthly installments are payable by the Municipality to the Treasurer of the RSU for the Fiscal Year Period and that each such monthly installment is due on or before the 20th day of each month, commencing July 20th, of the Fiscal Year Period, as follows:

July 20	\$529,784.69
August 20	\$529,784.69
September 20	\$529,784.69
October 20	\$529,784.69
November 20	\$529,784.69
December 20	\$529,784.69
January 20	\$529,784.69
February 20	\$529,784.69
March 20	\$529,784.69
April 20	\$529,784.69
May 20	\$529,784.69
June 20	\$529,784.68

Fiscal Year Period Total **\$6,357,416.27**

Given under our hands this June 12, 2024.

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

A majority of the School Board of Regional School Unit No. 5

Attest: _____
Jean Skorapa, Treasurer
Regional School Unit No. 5

STATE OF MAINE
WARRANT FOR ASSESSMENT OF TAX – Freeport
Regional School Unit No. 5

To the Assessors of the **Town of Freeport** in the **County of Cumberland** (the “Town”):

Under and by virtue of the provisions of, as applicable, 20-A M.R.S. §§ 1301-1315, 1451-1512, 1701-1706, the School Board of Regional School Unit No. 5 (the “RSU” organized in pursuance thereof, hereby issue their warrant for the assessment of taxes on the Town for the year covering the period of July 1, 2024 to June 30, 2025 (the “Fiscal Year Period”).

Whereas, the citizens of the RSU, at budget proceedings duly held, voted to raise the following sums for the Fiscal Year Period:

Budgetary Revenue Category	Approved to be Raised
EPS Required Local Contribution	\$19,573,905.67
Debt Service for non-State funded School Construction	\$121,247.63
Additional Local Funds	\$12,965,830.54
Adult Education	\$112,000.00
Total:	\$32,772,983.84

Whereas, the School Board has determined that the total school operating budget, school nutrition program, and adult education program, minus all anticipated revenues, requires the sum of \$32,772,983.84 to be assessed against the member municipalities of the RSU, for the Fiscal Year Period and;

Whereas, the School Board, on June 12, 2024, ordered that warrants be issued forthwith and sent out for assessing the towns comprising the RSU their proportionate shares, said share being in accordance with existing statutes and the method of sharing costs among the member municipalities of said RSU, and for paying the same to the Treasurer of the RSU.

Now, therefore, agreeable to the provisions of 20-A M.R.S. § 1489, you are hereby required, in the name of the State of Maine and the RSU to assess the sum of \$22,692,611.59 upon the taxable estates within the Town according to the provisions of law for the assessment of taxes; and in making said assessment, you are required to add the sum aforesaid to the amount of state, county and town taxes to be by you assessed.

And you are alike required to pay or issue your warrants to the several constables or collectors of said Town requiring them respectively to levy and collect the sum of \$22,692,611.59, and to pay to the Town treasurer the aforesaid sum set against said Town, to be paid by said Town treasurer to the treasurer of the RSU in twelve equal monthly installments on or before the 20th of each of the months during the Fiscal Year Period.

Given under our hands this June 12, 2024:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

A majority of the School Board of Regional School Unit No. 5

Attest: _____
Jean Skorapa, Treasurer
Regional School Unit No. 5

STATE OF MAINE
ASSESSMENT SCHEDULE AND NOTICE OF INSTALLMENTS OF TAX – Freeport
Regional School Unit No. 5
17 West Street, Freeport, ME 04032

To the Treasurer of the **Town of Freeport** in the **County of Cumberland** (the “Municipality”):

Under and by virtue of, as applicable, 20-A M.R.S. §§ 15691 and 15691-A, the School Board of Regional School Unit No. 5 (the “RSU” presents the following Assessment Schedule based on the budget and amounts approved at budget proceedings of the RSU for **fiscal year July 1, 2024 to June 30, 2025** (the “Fiscal Year Period”):

Municipality	EPS Required Contribution	Local Only Debt Service	Additional Local Funds	Adult Ed	Total Municipal Assessment
Durham	\$3,434,897.34	\$121,247.63	\$2,777,280.90	\$23,990.40	\$6,357,416.27
Freeport	\$14,063,859.00	\$0	\$8,554,854.99	\$73,897.60	\$22,692,611.59
Pownal	\$2,075,149.33	\$0	\$1,633,694.65	\$14,112.00	\$3,722,955.98
Totals:	\$19,573,905.67	\$121,247.63	\$12,965,830.54	\$112,000.00	\$32,772,983.84

Under and by the virtue of the provisions of section 1489(3) of Title 20-A of the Maine Revised Statutes, as amended, you are hereby notified that the following monthly installments are payable by the Municipality to the Treasurer of the RSU for the Fiscal Year Period and that each such monthly installment is due on or before the 20th day of each month, commencing July 20th, of the Fiscal Year Period, as follows:

July 20	\$1,891,050.97
August 20	\$1,891,050.97
September 20	\$1,891,050.97
October 20	\$1,891,050.97
November 20	\$1,891,050.97
December 20	\$1,891,050.97
January 20	\$1,891,050.97
February 20	\$1,891,050.96
March 20	\$1,891,050.96
April 20	\$1,891,050.96
May 20	\$1,891,050.96
June 20	\$1,891,050.96

Fiscal Year Period Total **\$22,692,611.59**

Given under our hands this June 12, 2024.

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

A majority of the School Board of Regional School Unit No. 5

Attest: _____
Jean Skorapa, Treasurer
Regional School Unit No. 5

STATE OF MAINE
WARRANT FOR ASSESSMENT OF TAX – Pownal
Regional School Unit No. 5

To the Assessors of the **Town of Pownal** in the **County of Cumberland** (the “Town”):

Under and by virtue of the provisions of, as applicable, 20-A M.R.S. §§ 1301-1315, 1451-1512, 1701-1706, the School Board of Regional School Unit No. 5 (the “RSU” organized in pursuance thereof, hereby issue their warrant for the assessment of taxes on the Town for the year covering the period of July 1, 2024 to June 30, 2025 (the “Fiscal Year Period”).

Whereas, the citizens of the RSU at budget proceedings duly held, voted to raise the following sums for the Fiscal Year Period:

Budgetary Revenue Category	Approved to be Raised
EPS Required Local Contribution	\$19,573,905.67
Debt Service for non-State funded School Construction	\$121,247.63
Additional Local Funds	\$12,965,830.54
Adult Education	\$112,000.00
Total:	\$32,772,983.84

Whereas, the School Board has determined that the total school operating budget, school nutrition program, and adult education program, minus all anticipated revenues, requires the sum of \$32,772,983.84 to be assessed against the member municipalities of the RSU, for the Fiscal Year Period and;

Whereas, the School Board, on June 12, 2024, ordered that warrants be issued forthwith and sent out for assessing the towns comprising the RSU their proportionate shares, said share being in accordance with existing statutes and the method of sharing costs among the member municipalities of said RSU, and for paying the same to the Treasurer of the RSU.

Now, therefore, agreeable to the provisions of 20-A M.R.S. § 1489, you are hereby required, in the name of the State of Maine and the RSU to assess the sum of \$3,722,955.98 upon the taxable estates within the Town according to the provisions of law for the assessment of taxes; and in making said assessment, you are required to add the sum aforesaid to the amount of state, county and town taxes to be by you assessed.

And you are alike required to pay or issue your warrants to the several constables or collectors of said Town requiring them respectively to levy and collect the sum of \$3,722,955.98, and to pay to the Town treasurer the aforesaid sum set against said Town, to be paid by said Town treasurer to the treasurer of the RSU in twelve equal monthly installments on or before the 20th of each of the months during the Fiscal Year Period.

Given under our hands this June 12, 2024:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

A majority of the School Board of Regional School Unit No. 5

Attest: _____
Jean Skorapa, Treasurer
Regional School Unit No. 5

STATE OF MAINE
ASSESSMENT SCHEDULE AND NOTICE OF INSTALLMENTS OF TAX – Pownal
Regional School Unit No. 5
17 West Street, Freeport, ME 04032

To the Treasurer of the **Town of Pownal** in the **County of Cumberland** (the “Municipality”):

Under and by virtue of, as applicable, 20-A M.R.S. §§ 15691 and 15691-A, the School Board of Regional School Unit No. 5 (the “RSU” presents the following Assessment Schedule based on the budget and amounts approved at budget proceedings of the RSU for **fiscal year July 1, 2024 to June 30, 2025** (the “Fiscal Year Period”):

Municipality	EPS Required Contribution	Local Only Debt Service	Additional Local Funds	Adult Ed	Total Municipal Assessment
Durham	\$3,434,897.34	\$121,247.63	\$2,777,280.90	\$23,990.40	\$6,357,416.27
Freeport	\$14,063,859.00	\$0	\$8,554,854.99	\$73,897.60	\$22,692,611.59
Pownal	\$2,075,149.33	\$0	\$1,633,694.65	\$14,112.00	\$3,722,955.98
Totals:	\$19,573,905.67	\$121,247.63	\$12,965,830.54	\$112,000.00	\$32,772,983.84

Under and by the virtue of the provisions of section 1489(3) of Title 20-A of the Maine Revised Statutes, as amended, you are hereby notified that the following monthly installments are payable by the Municipality to the Treasurer of the RSU for the Fiscal Year Period and that each such monthly installment is due on or before the 20th day of each month, commencing July 20th, of the Fiscal Year Period, as follows:

July 20	\$310,246.34
August 20	\$310,246.34
September 20	\$310,246.33
October 20	\$310,246.33
November 20	\$310,246.33
December 20	\$310,246.33
January 20	\$310,246.33
February 20	\$310,246.33
March 20	\$310,246.33
April 20	\$310,246.33
May 20	\$310,246.33
June 20	\$310,246.33
 Fiscal Year Period Total	 \$3,722,955.98

Given under our hands this June 12, 2024.

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

A majority of the School Board of Regional School Unit No. 5

Attest: _____
Jean Skorapa, Treasurer
Regional School Unit No. 5



Item # 13.C.
Ginny McManus <mcmamusg@rsu5.org>

Local Delegate to MSBA Annual Delegate Assembly

1 message

MSBA <msba@msmaweb.com>
Reply-To: msma@msmaweb.com
To: mcmamusg@rsu5.org

Thu, May 30, 2024 at 2:30 PM



MSMAWEB.COM

(800) 660-8484

WEB VERSION

UNSUBSCRIBE

May 30, 2024

Local Delegate to MSBA Annual Delegate Assembly

The Constitution of the Maine School Boards Association provides that each Active Regular Member Board of MSBA and each Career and Technical Regional Board Associate Member is entitled to elect a voting delegate to participate in the Association's Annual Delegate Assembly. Below is a copy of the Purpose of the MSBA Delegate Assembly. Since the Delegate Assembly is responsible for proposed Constitution and Bylaws changes and considers resolutions of the Association, your election of a local delegate is strongly encouraged. **This year's Delegate Assembly is scheduled virtually for 9:30 a.m., Saturday, October 19. It is important that the elected delegate have computer / technical skills that will allow them to fully participate. It also is important that the delegate participate in the September MSBA Regional meetings so they can discuss the proposed resolutions.**

Please elect your delegate early, maybe at your June meeting, as well as an alternate should your Board's delegate be unable to attend. We hope that your delegate will attend the September MSBA Regional Meeting (see dates linked below) to have them be familiar with the resolutions that will be discussed at that time, and later presented for consideration at the October 19, Delegate Assembly. Please put this item on your June school board agenda so that Delegates can be elected early – or at least on your August agenda.

Return the form listing the delegate and alternate to MSMA by October 9, 2024. Submission of your delegate's name does not automatically register them for the Fall Conference. Therefore, please be sure to register your delegate for the Fall Conference through your superintendent's office on the appropriate form when these forms are distributed. (Registration materials coming later this summer.)

Confirmation of registered delegates will be emailed to Superintendents and Delegates by October 16, 2024.

Superintendents with more than one school board are asked to reproduce the form for each of their boards. Thank you!

Certification of School Board Representative Form

MSBA Regional School Board Meetings September 2024

Purpose of the MSBA Delegate Assembly

Region List

Purpose of the MSBA Delegate Assembly

Governance and policy decisions affecting MSBA are dealt with at the Delegate Assembly. The importance of each School Board being represented at the Delegate Assembly cannot be overstated. The following information about the Delegate Assembly is to inform your School Board of the importance of electing a delegate.

According to Article VIII of the Constitution, the Delegate Assembly is the policy making body of the Association. The Delegate Assembly has four specific powers.

1. It adopts resolutions that express the beliefs and purposes of the Association.
2. It transacts such other business as presented to it prior to the opening of the Delegate Assembly by any delegation or the Executive Board of Directors.
3. It elects the Officers and Executive Board of Directors.
4. It may adopt amendments to the Constitution.

According to Article V of the Constitution, the Association is governed by the Executive Board of Directors. The Board is comprised of Regional Directors and At-Large Directors.

The Delegate Assembly consists of one voting delegate for each member district. In order to be an official delegate, the member School Board must report the name of the elected delegate and alternate prior to the Assembly. (See Delegate Form for actual date.)

The resolutions adopted at the Delegate Assembly are an expression of the Assembly's views regarding various issues and define the Association's position on legislative proposals.

As the Officers and Board of Directors approach any legislative session, it is crucial that they represent the Association's members. Make your local Board's voice heard and send a delegate to the MSBA Delegate Assembly held virtually this year, on Saturday, October 19, 2024.

MSBA**2024 May and September Meetings of Regions****6 – 7:30 p.m. via Zoom****May**

Monday, May 6

Regions I & II, Aroostook and Penquis

Wednesday, May 8

Regions III & IV, Washington and Hancock

Wednesday, May 15

Regions V & VI, MidCoast and Western Maine

Monday, May 20

Regions VII, VIII & IX, Cumberland, Kennebec and York

September

Monday, September 9

Regions I, II & V, Aroostook, Penquis and MidCoast

Wednesday, September 11

Regions III-IV, Washington and Hancock

Thursday, September 12

Regions VI & IX, Western Maine and York

Monday, September 16

Regions VII & VIII, Cumberland and Kennebec

INDEX OF MSBA SCHOOL DISTRICTS BY REGION

<u>Acroostook (1)</u>	<u>Penquis (2)</u>	<u>Washington (3)</u>	<u>Hancock (4)</u>	<u>Mid-Coast (5)</u>	<u>Western ME (6)</u>	<u>Cumberland (7)</u>	<u>Kennebec (8)</u>	<u>York (9)</u>
Albancroft	Airline CSD	AOS 77	AOS 47	AOS 93	Andover	Brunswick	Athens	Acton
Albion	AOS 43	AOS 90	AOS 91	AOS 98	Auburn	Cape Elizabeth	Augusta	Biddeford
Albion	AOS 94	AOS 96	CTE Region 7	CTE Region 8	Carrabasset Valley	Chebeague Island	Brighton Plt.	Dayton
Albion Region 2	Bangor	Beddington	Deer Isle-Stonington CSD	Great Salt Bay RSU	Coplin Plt.	Falmouth	Caratunk	Kittery
Albion Lake	Bowerbank	Calais	Ellsworth	Five Town CSD	CTE Region 9	Gorham	Dennistown Plt.	RSU 6/MSAD 6
Albion	Brewer	Cherryfield	Hancock	Islesboro	CTE Region 11	Long Island	Fayette	RSU 21
Albionwood Plt.	Burlington	Indian Island	Isle Au Haut	Lincolnville	Flagstaff Regional RSU	MECDHH/Gov Bax Schl Deaf	Forks Plt.	RSU 23
Albion Isle	CTE Region 3	Indian Township	Lamoine	Monhegan Island	Gilead	Portland	Highland Plt.	RSU 35/MSAD 35
Albionstone	CTE Region 4	Maine Indian Education	Otis	Northport	Lewiston	Region 10 Technical High School	MSAD 11	RSU 55/MSAD 55
Albionawaska	East Millinocket	Moosabec CSD	RSU 24	RSU 1	Lisbon	RSU 5	Pleasant Ridge Plt.	RSU 57
Albion 10	Glenburn	Pleasant Point	RSU 25	RSU 7/MSAD 7	RSU 4	RSU 14	Richmond	RSU 60/MSAD 60
Albion 27	Greenbush	Robbinston	Union 76	RSU 8/MSAD 8	RSU 9	RSU 15/MSAD 15	RSU 2	Saco
Albionville Plt.	Hermon	RSU 37/MSAD 37	Union 93	RSU 13	RSU 10	RSU 51/MSAD 51	RSU 3/MSAD 3	Sanford
Albion	Kingsbury	Union 103		RSU 20	RSU 16	RSU 61/MSAD 61	RSU 12	Wells-Ogunquit CSD
Albion	Lowell	Vanceboro		RSU 28/MSAD 28	RSU 17/MSAD 17	RSU 72/MSAD 72	RSU 18	York
Albion 29/MSAD 29	Medford			RSU 40	RSU 44/MSAD 44	RSU 75/MSAD 75	RSU 38	
Albion 32/MSAD 32	Medway			RSU 65/MSAD 65	RSU 52/MSAD 52	Scarborough	RSU 49/MSAD 49	
Albion 33/MSAD 33	Milford			RSU 71	RSU 56	Sebago	RSU 53/MSAD 53	
Albion 39	Millinocket			St. George	RSU 58/MSAD 58	South Portland	RSU 54/MSAD 54	
Albion 42/MSAD 42	RSU 19			Union 69	RSU 73	Westbrook	RSU 59/MSAD 59	
Albion 45/MSAD 45	RSU 22			West Bath	RSU 78	Yarmouth	RSU 74/MSAD 74	
Albion 50	RSU 26			Wiscasset	Upton		RSU 82/MSAD 12	
Albion 70/MSAD 70	RSU 34						RSU 83/MSAD 13	
Albion 79/MSAD 1	RSU 63/MSAD 63						Vassalboro	
Albion 84/MSAD 14	RSU 64/MSAD 64						Waterville	
Albion 86/MSAD 20	RSU 67						Winslow	
Albion 88/MSAD 24	RSU 68/MSAD 68						Winthrop	
Albion 89	RSU 80/MSAD 4							
Albion 122	RSU 87/MSAD 23							
Albionville Plt.	Sebeois Plt.							
	Shirley							
	Union 60							
	Veazie							
	Willimantic							
	Woodville							

Item #14. A, B, C.

BOARD OF DIRECTORS OFFICERS**Duties of the Chair**

The Chair shall preside at all meetings of the Board of Directors and shall perform other duties as directed by law, Maine Department of Education rules, and by this Board. In carrying out these responsibilities, the Chair shall:

- A. Sign the instruments, acts, and orders necessary to carry out state requirements and the will of the Board of Directors;
- B. Consult with the Superintendent in the planning of the Board meeting agendas and with the Vice Chair as feasible;
- C. Confer with the Superintendent on crucial matters which may occur between Board meetings;
- D. Appoint subcommittees subject to Board approval and serve as an ex-officio member of all such subcommittees;
- E. Call special meetings of the Board of Directors as necessary;
- F. Be the public spokesperson for the Board of Directors at all times except as this responsibility is specifically delegated to others; and
- G. Preside at and be responsible for the orderly conduct of all Board of Directors meetings.

As presiding officer at all meetings of the Board of Directors, the Chair shall:

- A. Call the meeting to order at the appointed time;
- B. Announce the business to come before the Board in its proper order;
- C. Enforce the Board's policies relating to the order of business and the conduct of meetings;
- D. Recognize persons who desire to speak, and protect the speaker who has the floor from disturbance or interference;
- E. Explain, as appropriate, what the effect of a motion would be;

- F. Restrict discussion to a motion that is before the Board;
- G. Put motions to a vote and announce the vote result.

The Chair shall have the right, as other Board members have, to offer motions, discuss questions, and vote.

Duties of the Vice-Chair

In the absence of the Chair, the Vice-Chair shall perform all the duties of the Chair.

Duties of the Secretary

The Superintendent shall serve as Secretary of the Board of Directors, with the right to speak on all questions and offer recommendations. The Superintendent/designee shall be responsible for ensuring that records are kept of all business transacted by the Board at both regular and appropriately called special meetings, and shall perform such other functions as are ordinarily functions of this office.

Legal Reference: 20-A MRSA § 1055

Cross Reference: BB – Board of Directors Legal Status

Adopted: October 28, 2009
Reviewed: February 16, 2011
Reviewed: January 22, 2014
Revised: January 22, 2020

**RSU5 Board of Directors
Committees**

Curriculum and Program Development Committee	Two members sit on the committee. The committee will be updated with progress occurring in the district. <i>Meets once each trimester at 2:30 p.m. during the school year.</i>
Diversity, Equity and Inclusion (DEI) Committee	Two members sit on the committee. <i>Meets the second Tuesday of each month at 7:00 a.m.</i>
Dropout Prevention (BOOST) Committee	One Board member per policy serves as a representative. The committee is charged with meeting at least annually to plan for decreasing the number of students who do not complete their education. <i>Meets at 2:30 p.m. once in the Fall.</i>
Facilities and Operations Committee	Three members. Conducts periodic reviews of school facilities and buildings, and reports to the Board. Recommends additions, deletions, and/or changes to facilities needed to support the school programs and ensure safety. Develops and recommends a maintenance schedule for buildings, grounds, and transportation. Conducts studies, reviews proposals, and determines the impact on maintenance costs, usage, and sustainability efforts. Works with building committees and renovations committees as needed. Reviews data regarding the operation of the Freeport Performing Arts Center, develops a long-term plan for maintenance and makes recommendations for appropriate usage fees. <i>Meets at 5:00pm before the first Board meeting of the month.</i>
Finance Committee	Three members, one representative from each town per policy. Committee provides oversight for finance operations of the RSU. <i>Meets at 5:00pm before the first Board meeting of the month.</i>
Freeport Cable TV Board Committee	One member serves as the school representative on the Freeport Cable TV Board. <i>Meetings scheduled by the Town of Freeport.</i>
Maine Region Ten Technical High School Committee	Two Board members serve on the Maine Region Ten Technical High School Board of Directors. All traditional Board functions are carried out by the Region 10 board which is made up of representatives of the three sending school towns (Brunswick, Freeport and SAD 75) Note: we have filled one of the positions with a community member in the past. <i>Meets at 6:00 p.m. the 3rd Monday of the month.</i>

Negotiations Committee	Two or three members for professional and two members for support staff. Take part in active contract negotiations on behalf of the school system with each employee union. Activities may involve negotiating successor agreements. The major time commitment arises when current contracts require renewal.
Policy Committee	Three members. Policy topics and issues are generated by referral from the Board, at the request of the Superintendent, changes in law and recommendations from MSMA. <i>Meets monthly during the school year.</i>
Stipend Review Committee	Two members sit on the committee per CBA. Contractually any new stipend request comes with Administrator approval to the committee; their recommendation goes to the CEA then the full Board for final action. Reviews all stipend positions periodically. <i>Meets at 3:45 p.m. if needed.</i>
Strategic Communications Committee	Two or Three members. The Strategic Communications Committee provides oversight for the Strategic Framework implementation and facilitates communication between the RSU5 Board and the public. <i>Meets four times a year.</i>
Wellness Committee	One member. <i>Meets bi-monthly during the school year are held after school.</i>

STANDING COMMITTEE

REQUIRED COMMITTEES

OTHER COMMITTEES

Board Vote: 9-13-23

COMMITTEE MEMBERSHIP

Standing	Required	Other
Facilities & Operations	Dropout Prevention	Curriculum & Program Dev.
Finance	Freeport Cable TV	Diversity, Equity and Inclusion
Negotiations	Region Ten	
Policy	Wellness	
Stipend Review		
Strategic Comm.		

Beth	Durham Vacant	Danielle	Colin	Malik	Carolyn	Kara	Cheyenne	Maura	Michelle	Kelly
Vice Chair		Prof. Negotiations	Policy	Facilities and Operations	Freeport Cable TV	Policy		Finance	Chair	Facilities and Operations
Finance		Curriculum & Program Development	Region Ten	Diversity, Equity and Inclusion		Stipend Review		Prof. Negotiations	Facilities and Operations	Strategic Communications
Stipend Review			Diversity, Equity and Inclusion			Strategic Communications			Finance	Wellness
Dropout Prevention									Prof. Negotiations	

** Maura is also a member of the MSBA Board

Updated: 11-9-22

Revised: 2-1-23

Revised: 4-1-23

Revised: 7-1-23

Revised: 11-29-23

RSU5 Board Committees

FACILITIES AND OPERATIONS Jean Skorapa/Glen Reynolds • Malik Farlow • Michelle Ritcheson • Kelly Sink	FINANCE Kelly Wentworth • Elisabeth Munsen • Maura Pillsbury • Michelle Ritcheson	NEGOTIATIONS Jean Skorapa <u>Professional</u> • Danielle George • Maura Pillsbury • Michelle Ritcheson <u>Support</u> • Vacant • Vacant	POLICY Cynthia Alexander • Colin Cheney • Vacant • Kara Kaikini
STIPEND REVIEW Jean Skorapa • Kara Kaikini • Beth Munsen	STRATEGIC COMMUNICATIONS Jean Skorapa • Vacant • Kara Kaikini • Kelly Sink	CURRICULUM AND PROGRAM DEVELOPMENT Cynthia Alexander • Vacant • Danielle George	DIVERSITY, EQUITY AND INCLUSION Dr. June Sellers/Jean Skorapa • Colin Cheney • Malik Farlow
DROPOUT PREVENTION (BOOST) Cynthia Alexander • Beth Munsen	FREEPORT CABLE TV • Carolyn Jensen	MAINE REGION 10 TECHNICAL HIGH SCHOOL • Colin Cheney • Vacant	WELLNESS COMMITTEE Erin Dow • Kelly Sink

STANDING COMMITTEE

REQUIRED COMMITTEES

OTHER COMMITTEES