

RSU #63 Board Meeting
Date: May 17, 2021
Location: Holbrook Middle School
Minutes

RSU 63 Board Member(s) Present:

Town of Holden: John Hutchins (arrived 7:00pm), Heather Charity, Cherie Faulkner, and Holly Whitmore

Town of Clifton: Linda Graban

Town of Eddington: Robin James, Jaime Pangburn, and Steve Carr

Board Vice-Chair, Linda Graban called the meeting to order at 6:35pm

A flag salute was conducted and a moment of silence was observed.

Linda Graban called for a motion to approve the April 26, 2021 Board Meeting minutes.

Motion by Steve Carr with a second by Heather Charity to approve the minutes for the April 26, 2021 Board Meetings.

Vote: 7 Approved; 0 Opposed

Recognition and/or Awards of Students, Staff, and Other: Superintendent Smith recognized Dawna Bickford, RSU 63 School Nurse. Ms. Bickford along with many other school nurses were awarded the State Nurse of the Year Award from Governor Mills.

Acceptance of Gifts and Donations: None

Presentation: Superintendent Smith introduced Jesse Gauthier, RSU 63 Special Services Director for an overview of Special Services. Mr. Gauthier provided a handout of the basic information governing the Special Education laws and procedures. In 2004, the Individualized Education Plans (IEP) became the forefront of special education. The IEP teams meet yearly and look at all areas of the student needs including cognitive processing. The IEP is a legal document listing the educational requirements for the student, these are not optional. Each plan is based on the individual needs of the student, not convenience or availability. He shared that eighth-grade students are currently completing their high school transition meetings and are advocating for themselves.

Questions and Comments from the Board: Jaime Pangburn asked how long does the district have to respond to the student needs after they are identified. Jesse Gauthier responded 30 days or less. Ms. Pangburn asked if the special education teachers have access to the regular instruction curriculum or if they have to create their own curriculum. Mr. Gauthier advised special education teachers have access to regular education curriculum and specialized curriculum materials purchased by the district. Jaime Pangburn asked how special education students are evaluated for progression and teachers held accountable. Mr. Gauthier advised special education teachers follow the same evaluation process as regular instruction teachers. Students in special education have goals rather than standards to meet. Cherie Faulkner asked how often the special education teachers are evaluated. Mr. Gauthier advised four times per year for probationary teachers, same as regular instruction teachers. Cherie Faulkner asked what happens if the special education teacher or student is not meeting the standard. Mr. Gauthier explained special education students have goals to meet, not standards based on their individualized need.

Questions and Comments from the Public: Erika Greer, Clifton resident asked if services are based on individual need, why move the program out of Eddington Elementary and combining grade levels. Mr. Gauthier explained the services will be provided for each student, but the move in general is for staffing purposes.

John Hutchins apologized for being late.

Dates of Next Committee Meetings:

Community Conversation (FY22 Budget): Wednesday, May 19, 2021 at 6:30. Google Meet: meet.google.com/die-wfxt-vcg or Phone: 1-518-655-1845 PIN: 554 462 365#

Special Board Meeting: Wednesday, May 26, 2021 at 6:30, Holbrook Middle School (Retiree Recognition)

FY22 Budget Meeting (Public Vote): Wednesday, May 26, 2021 at 7:00pm, Holbrook Middle School

Budget and Finance Committee – Handbook Workshop: Thursday, June 3, 2021 at 3:30pm, Holbrook Middle School

Budget and Finance Committee Meeting: Monday, June 7, 2021 at 3:30pm, Holbrook Middle School

Board Meeting: Monday, June 14, 2021 at 6:30pm, Holbrook Middle School and Remotely

Budget and Finance: Nothing to add to the Business Manager Report. Nothing to add to the Budget and Finance Committee Report.

Superintendent's Report: Superintendent Smith advised there was a handout in the Board Folders on student attendance rates. Superintendent Smith asked the Board to not share the handout to avoid possible identification of students as some groups are small. The state asked for attendance data on students all remote and hybrid through April 1, 2021. Overall, our students attended 94.96% of the time. As of April 1, 2021, 27 students were all remote. We also compared remote only students to hybrid students, based on economic status, ethnicity, etc. We do have some truant students and some chronically absent students, but over all our student attendance is very good.

RSU 63 Chair's Report: John Hutchins stated this was his last official meeting as Board Chair. He said it has truly been an honor and privilege to serve on the Board. He thanked Superintendent Smith for all of her time and hard work, as well as the teachers, principals, and other administrators.

Acceptance of Reports: Motion by Heather Charity with a second by Cherie Faulkner to approve the written and verbal reports from Budget and Finance, Superintendent, Administrators, and Board Chair.

Discussion: Holly Whitmore noted she liked the way the principals did their reports with the bullet points of events going on.
Vote: 8 Approved; 0 Opposed

Old Business: None

New Business:

Approval of Proposed 2021-2022 (FY22) RSU 63 Budget: Superintendent Smith advised the state released information on the Governor's proposal to release more funds to schools. If this change happens and approved before next Wednesday, May 26th, we can make an amendment. Other options are to use the money to off-set the next budget (FY23), send back to towns, or ask to apply funds toward our capital reserve fund.

Superintendent Smith advised the proposed FY22 draft three budget has an adjustment to the adult education line. Kelly Theriault received the final costs and adjusted those lines and the warrant articles accordingly.

Linda Graban asked if the proposed staffing changes remained the same for special education. Supt. Smith advised we are continuing with the proposed changes. However, the advertisement has changed to be two special education teachers. Parents have been notified of the changes and some are pleased with the proposed changes. Discussion took place on the need of special education teachers, case load size, and oversight of the Resource Room, Self-Contained, and Life Skills program. Ms. Graban asked about the remote instruction anticipated amount in the ESSER II budget. Superintendent Smith explained this was budgeted last fall in case additional remote instruction is required next year. It does not currently look like those funds will be needed in that way.

Motion by Steve Carr with a second by Heather Charity to approve the proposed 2021-2022 (FY22) RSU 63 Budget.

Vote: 8 Approved; 0 Opposed

Acceptance of Proposals:

Holly Whitmore excused herself from this part of the meeting due to her company (Whitmore Contracting) submitting proposals on the projects.

Holden Paving recommendation from the Budget and Finance Committee is to move forward with the proposal received from Hopkins Paving, LLC in the amount of \$5,500.00. Holbrook Walkway recommendation from the Budget and Finance Committee is to move forward with the proposal received from Whitmore Contracting in the amount of \$8,000.00. Eddington Burner Conversion recommendation from the Budget and Finance Committee is to move forward with the proposal from Mechanical Services in the amount of \$28,250.00. Eddington Oil Tank Removal recommendation from the Budget and Finance Committee is to move forward with the proposal received from Whitmore Contracting, Inc. in the amount of \$8,600.00.

Motion by Robin James with a second by Heather Charity to approve the recommendations from the Budget and Finance Company as written. Holden Paving: Hopkins Paving, LLC \$5,500.00; Holbrook Walkway: Whitmore Contracting, LLC \$8,000.00; Eddington Burner Conversion: Mechanical Services \$28,250.00; Eddington Oil Tank Removal: Whitmore Contracting, LLC \$8,600.00

Vote: 7 Approved; 0 Opposed; 1 Abstention (Holly Whitmore)

Policies to Approve: Motion by Heather Charity with a second by Cherie Faulkner to approve policy IHBG – Home Schooling; policy IHBGB – Supplemental Statement of Rights for Private School Students with Disabilities; policy IJJ – Instructional and Library Media Materials Selection; and policy IJJ-E – Instructional, Library Media Materials Challenge

Vote: 8 Approved; 0 Opposed

Personnel Actions:

Appointments: Kelly Davis, Outdoor Education Coordinator; Emily Lord, Substitute; Steve Sanborn, Long-term Substitute Custodian; Karen Tate, Substitute Bus Driver; Teresa Maybury, Full Time Substitute (2021-2022); Caid Cummings, Ed Tech III (2021-2022); and Summer School Staff: Michele Archambault, Kasha Robertson, Dani Eichenlaub, Linda Thompson, Inez Laverdiere, Amy Chandler, Mike Revel, Stephanie Chesley, and Sonja Salley.

Resignations: Kristen Russell, Special Education Teacher.

Retirements: None.

Reassignments: None.

Elections: None.

Searches: Summer School Teacher or Ed Tech III, PreK Ed Tech II or III, Ed Tech II or III, (2) Special Education Teachers, Elementary Music Teacher, PK-Grade 4 PE/K-8 APE Teacher, District Instructional Coach/Assistant Principal, Full Time Substitute, Grade One Teacher, and as needed Substitutes.

Superintendent Smith reminded the Board that discussion regarding staff cannot happen via “reply all” on emails or without the presence of the employee. There are laws/rules governing board communication and discussions regarding employees. Superintendent Smith advised just because information is not being shared, does not mean a situation is not being handled. Some information cannot be shared with Board members. Jaime Pangburn asked at what point does an executive session happen regarding an employee issue. Superintendent Smith advised every situation is different and it would depend on the law. Executive sessions do not usually happen unless a situation cannot be resolved.

Questions and Comments from the Public: None.

Questions and Comments from the Board: None.

Adjournment: At 7:47pm, motion by Heather Charity with a second by Steve Carr to adjourn the meeting.

Vote: 8 Approved; 0 Opposed

Respectfully submitted by,



Susan M. Smith
RSU #63 Superintendent/Director of Curriculum and Instruction

Approved: June 14, 2021