

RSU #63 Board Meeting
Date: December 14, 2020
Location: Holbrook Middle School
Minutes

RSU 63 Board Member(s) Present:

Town of Holden: John Hutchins, Heather Charity, Cherie Faulkner, and Holly Whitmore

Town of Clifton: Linda Graban

Town of Eddington: Robin James and Steve Carr

RSU 63 Board Member Remotely Present:

Town of Eddington: Charles Baker, Jr. joined at 6:32pm

Board Chair, John Hutchins called the meeting to order at 5:39pm

Motion by Robin James with a second by Steve Carr to enter into Executive Session to discuss Superintendent Susan M. Smith's Evaluation and Negotiations pursuant to 1 M.R.S.A. §405(6)(A).

Roll Call Vote: Steve Carr: Yes; Linda Graban: Yes; Holly Whitmore: Yes; Heather Charity: Yes; Cherie Faulkner: Yes; Robin James: Yes; John Hutchins: Yes

Vote: 7 Approved; 0 Opposed

Public session resumed at 6:32pm. A flag salute was conducted and a moment of silence was observed.

John Hutchins called for a motion to offer the Superintendent a three-year contract.

Motion by Steve Carr with a second by Robin James to offer Superintendent Susan M. Smith a three-year contract.

Roll Call Vote: Steve Carr: Yes; Linda Graban: No; Holly Whitmore: Yes; Heather Charity: Abstained; Cherie Faulkner: No; Charles Baker, Jr.: Yes; Robin James: Yes; John Hutchins: Yes

Vote: 5 Approved; 2 Opposed; 1 Abstention (Heather Charity)

John Hutchins called for a motion to approve the November 16, 2020 Board Meeting minutes.

Motion by Heather Charity with a second by Cherie Faulkner to approve the minutes for the November 16, 2020 Board Meetings.

Roll Call Vote: Steve Carr: Abstained; Linda Graban: Yes; Holly Whitmore: Yes; Heather Charity: Yes; Cherie Faulkner: Yes; Charles Baker, Jr.: Yes; Robin James: Yes; John Hutchins: Yes

Vote: 7 Approved; 0 Opposed; 1 Abstention (Steve Carr)

Recognition and/or Awards of Students, Staff, and Other: None

Acceptance of Gifts and Donations: Superintendent Smith thanked the Parent Teacher Group (PTG) for purchasing massage chairs for all three schools as well as, donating to the Santa's Elf Fund at the Holden and Eddington Schools and the Sponsor-a-Child at the Holbrook School. Superintendent Smith thanked the Holden Police Department for their donation of seven Hannaford gift cards for the Sponsor-a-Child program. Together with the generosity of the community, PTG and Holden Police Department, the District has helped over 60 students this holiday season. Superintendent Smith read a thank you letter from a parent new to the District expressing her thankfulness for the help and support the District has offered to them.

Presentation: None.

Questions and Comments from the Board: Cherie Faulkner asked how much it cost to sponsor a child. Superintendent Smith advised donations of any size are welcomed. Some were in the form of money while others were in the form of gifts.

Steve Carr asked if any information regarding the COVID-19 vaccination was available from the State. Superintendent Smith advised no new information has been received yet. Steve Carr suggested the Board and District should start thinking about the District wants to handle the vaccination language.

John Hutchins asked how the District was doing with staffing. Superintendent Smith advised the District is doing well. Some staff have been out due to close contact or child care issues, but no major concerns right now.

Holly Whitmore mentioned her appreciation for the teachers and staff that have started the after-school clubs. She thanked Ms. Norris for starting the World Cultures Club. Superintendent Smith advised more clubs (book club, writing club, etc.) will be starting up soon at the Holbrook School after the December break. Linda Graban asked if

there would be any after-school clubs for the elementary schools. Superintendent Smith advised the librarian and Holbrook Rec are working on activities to include the Holden and Eddington Elementary Schools.

Questions and Comments from the Public: None.

Dates of Next Committee Meetings:

Budget and Finance Committee: Tuesday, December 15, 2020 at 3:00pm, Holbrook Middle School

Community Conversation: Tuesday, January 12, 2021 at 6:30pm, Remote Connectivity Only

Policy Committee: Wednesday, January 13, 2021 at 5:30pm, Holbrook Middle School

Facilities Advisory Committee: Thursday, January 14, 2021 at 5:30pm, Holbrook Middle School

Board Meeting: Monday, January 25, 2021 at 6:30pm, Holbrook Middle School

John Hutchins asked if an amendment could be made to include an Executive Session at the January 25, 2021 at 5:30pm to go over Superintendent Smith's evaluation. The Board and Superintendent Smith approved the change.

Superintendent Smith asked Charles Baker, Jr. if he would be attending the Budget and Finance Committee meeting on Tuesday, December 15, 2021. Mr. Baker advised he will be connecting 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: Nothing to add to the Superintendents Report.

RSU 63 Chair's Report: None.

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

Roll Call Vote: Steve Carr: Yes; Linda Graban: Yes; Holly Whitmore: Yes; Heather Charity: Yes; Cherie Faulkner: Yes; Charles Baker, Jr.: Yes; Robin James: Yes; John Hutchins: Yes

Vote: 8 Approved; 0 Opposed

Old Business: None.

New Business:

Facilities Advisory Committee Update – Holden Generator: Superintendent Smith advised the Facilities Advisory Committee met on November 19, 2020. Committee agreed to move forward with the Holden Generator and Carpenter Associates for the engineering design in the amount of approximately \$9,000. \$150,000 for the new generator is in the local budget. Mr. Morgan is working on the removal aspect of the project. This process will take some time to complete as generators are low in stock right now. Steve Carr asked if we had a plan for the parts of the old generator as he remembers there being low replacements parts available. Jake Morgan advised the plan is to sell it for junk.

Mission, Vision, and Goals: Superintendent Smith advised in the Board Packet the Board would find the Vision and Mission Statement from 2016. It cost the District approximately \$9,000 to complete over a period of time. Policy BA – Operational Goals closely align with the Vision Statement. Policy Committee will take a look at the policy and Mission, Vision, and Goals at the next policy committee meeting. Superintendent Smith provided a visual prototype of the Board "Placement" that includes the Mission, Vision, and Goals as well as the Robert's Rules of Order Tip Sheet.

Policies to Approve: Policy AC-R – Grievance Procedures for Nondiscrimination has been added to reflect the new laws in place. Policy IHBAL is recommended to rescind and the language has been integrated into policy AC-R. Policy BBAA – Board Member Authority and Responsibilities, policy BID – Board of Directors Compensation, policy DK – Payment Procedures, are all older policies that haven't been looked at in a while. Minor changes are recommended. Policy EFCA – Free and Reduced-Price Meal Program has been updated to reflect new law language around student balances and offering of food options.

Motion by Heather Charity with a second by Robin James to approve policy AC-R – Grievance Procedures for Nondiscrimination, policy BBAA – Board Member Authority and Responsibilities, policy BID – Board of Directors Compensation, policy DK – Payment Procedures

Roll Call Vote: Steve Carr: Yes; Linda Graban: Yes; Holly Whitmore: Yes; Heather Charity: Yes; Cherie Faulkner: Yes; Charles Baker, Jr.: Yes; Robin James: Yes; John Hutchins: Yes

Vote: 8 Approved; 0 Opposed

Policies to Rescind: Policy IHBAJ – Special Education Student Oversight Agreement, policy IHBAJ-E – Special Education Student Oversight Agreement Form, and policy IHBAL – Grievance Procedures are recommended to rescind due to revised laws.

Motion to by Cherie Faulkner with a second by Heather Charity to rescind policy IHBAJ – Special Education Student Oversight Agreement, policy IHBAJ-E – Special Education Student Oversight Agreement Form, and policy IHBAL – Grievance Procedures

Roll Call Vote: Steve Carr: Yes; Linda Graban: Yes; Holly Whitmore: Yes; Heather Charity: Yes; Cherie Faulkner: Yes; Charles Baker, Jr.: Yes; Robin James: Yes; John Hutchins: Yes

Personnel Actions:

Superintendent Smith advised the District posted for an anticipated Ed Tech III at Holbrook. Superintendent Smith has received notice from a staff member they will be accepting a position with another school district beginning after winter break, but has not signed a contract yet. We also need some food service support for our Holden breakfast program and our Holbrook lunch program due to the increase of students receiving meals. Kelly Theriault is working on a Full Plate Grant to help off-set the cost.

Appointments: None.

Resignations: None.

Retirement: None.

Reassignments: None.

Elections: None.

Searches: Anticipated Ed Tech III at Holbrook, Cook at Holden and Holbrook, and Substitutes.

Additional Questions and Comments from the Board: Holly Whitmore asked if there is a timeline for the start of the Gifted and Talented Program. Superintendent Smith advised she has met with Marleina Ford, GT Coordinator and she will begin meeting with students currently identified in January and will begin contacting newly identified students in February.

Adjournment: At 7:01pm, motion by Steve Carr with a second by Heather Charity to adjourn the meeting.

Roll Call Vote: Steve Carr: Yes; Linda Graban: Yes; Holly Whitmore: Yes; Heather Charity: Yes; Cherie Faulkner: Yes; Charles Baker, Jr.: Yes; Robin James: Yes; John Hutchins: Yes

Respectfully submitted by,



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

Approved: January 25, 2021