

RSU #63 Board Meeting
Date: October 26, 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

RSU 63 Board Member Excused Absent:

Town of Eddington: Charles Barker, Jr. and Steve Carr

Board Chair, John Hutchins called the meeting to order at 5:34pm

Motion by Linda Graban with a second by Heather Charity 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: Cherie Faulkner: Yes; Holly Whitmore: Yes; Linda Graban: Yes; Heather Charity: Yes; Robin James: Yes; John Hutchins: Yes

Vote: 6 Approved; 0 Opposed

Public session resumed at 6:34pm. A flag salute was conducted and a moment of silence was observed.

Motion by Heather Charity with a second by Robin James to approve the minutes for the September 28, 2020 Board Meeting.

Discussion: Cherie Faulkner asked to amend the minutes under Additional Questions and Comments from the Public to reflect "Linda Graban called for a vote with a second by Cherie Faulkner to allow Holbrook Rec to utilize the District fields for sports." All Board members agreed with the amendment. Superintendent Smith asked if the minutes could be approved with the amendment or would the Board like the minutes brought back to the next meeting. The Board agreed to approve with the amendment.

Vote: 6 Approved; 0 Opposed

Recognition and/or Awards of Students, Staff, and Other: Superintendent Smith recognized the Holbrook Students of the Month for September: Tristan Bowden, Grade 5; Isabelle Brideau, Grade 6; Grace Bartlett, Grade 7; and Arianna Sargent, Grade 8. Ashley Allen and Joy Walters were recognized for their hard work with CHEFS and the student food backpack program.

Acceptance of Gifts and Donations: Superintendent Smith thanked the Holden Police Department for the teddy bears with masks they provided Grade Two students at Holden Elementary School. The University of Maine Cooperative Extension and some local families were recognized and thanked for their donation of fresh vegetables to the CHEFS Food Pantry. Holden A Kone is providing free ice cream cones to students in costume from 12pm-3pm on Halloween and the Holden Police Department will be handing out candy to anyone who registers with them. Kelly Theriault, RSU 63 Business Manager was recognized for her work on writing the Full Plate Grant. The District is using this grant to replace the milk cooler at Holden Elementary School.

Presentation: Michelle Wright, RSU 63 Librarian shared progress and plans with the Institute of Museum and Library Services (IMLS) Grant awarded in 2019. Through grant funding, Ms. Wright was able to offer library services weekly at all three schools, purchased storybook rugs, white board tables, comfortable reading chairs, STEAM (Science, Technology, Engineering, Art, Math) interactive learning tools, and updated books. Due to COVID-19 restrictions, library services have looked different this school year. All library instruction is currently remote. Ms. Wright created an interactive library that includes hyperlinks to include everything an in-person library class offers. Students are able to browse the library books and request a book check-out through the virtual library or complete research projects as they would if they were in-person.

Questions and Comments from the Board: Robin James thanked Michelle Wright and complimented her thoughts and ideas.

Questions and Comments from the Public: None.

Dates of Next Committee Meetings:

Policy Committee: Wednesday, October 28, 2020 at 5:30pm, Holbrook Middle School

Board Workshop: Thursday, November 5, 2020 at 6:00pm, Holbrook Middle School

Budget and Finance Committee: Tuesday, November 10, 2020 at 5:00pm, Holbrook Middle School

Board Meeting: Monday, November 16, 2020 at 5:30pm, Holbrook Middle School (Executive Session at 5:30pm with Public Session Resuming at 6:30pm)

Facilities Advisory Committee: Thursday, November 19, 2020 at 5:30pm, Holbrook Middle School

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 many State reports were due by the middle to end of October. Shelley Wyman, Administrative Assistant to the Superintendent, and Kelli Pollack, Administrative Assistant to Special Services, worked hard to track down students and ensure the attending student count and out of district placement report were accurate for the October deadline. The state uses the October 1st report for Essential Programs and Services (EPS) funds determination. Superintendent Smith advised compared to last year we have 18 fewer high school students, 12 fewer Pre-K through Grade 8 students, and overall 4% fewer students. This is similar across the state. Attendance and Truancy is another report that was due this month. Currently we have six truant students in Kindergarten through Grade 8. Our younger students are having more issues with attendance than our older students. Staff members have been reaching out to families with plans to help improve student attendance.

RSU 63 Chair's Report: None

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

Vote: 6 Approved; 0 Opposed

Old Business: None

New Business:

Snow Days: Superintendent Smith stated there are many things taken into consideration for snow days. In order for remote snow days to happen, superintendents have to consider internet connectivity, possible loss of power, and food service. Students must receive food service from the school in order for a school day to be included in the required student day count, therefore decisions would need to be made a day in advance. Superintendent Smith felt staffing could be an issue in preparing meals for students to take home. She recommends the District continue making their decision on a storm by storm basis. Heather Charity felt snow days are needed and the District could limit the number of make-up days by offering remote instruction, even if it is a half day. Holly Whitmore has concern for parents being able to provide access for remote instruction for their students when they are working. Linda Graban asked if a remote snow day would follow the "RED" schedule and what would happen if one town lost power, would those students be marked absent. Superintendent Smith advised yes, remote snow days would follow a "RED" schedule and those students would be marked excused absent. Board members did not feel that was fair to those students and could cause additional stress or anxiety for students who are concerned about their attendance record. Megan Fox, Eddington resident stated she felt if students were going to have remote learning on a snow day, they should be able to go to school. She would still need to get her students up and out of the house to a sitter, she could just as easily get them to school. Robin James asked Superintendent Smith if she was learning toward a regular no school snow day, rather than a remote instruction snow day. Superintendent Smith said yes.

Bids: Board members were provided copies of the bids received for sub-compact tractors, asbestos abatement, and flooring. Due to CRF #2 (Coronavirus Relief Funds) requirements, the lowest bidder will be awarded the contract. Superintendent Smith recommends to accept the sub compact tractor bid from Dorr's in the amount of \$17,346.27 each. The asbestos abatement request received a decline letter from County Abatement due to time restraints in the proposal request form. They did advise they could get the work done between December 18th and December 30th. Superintendent Smith received new legislative language from the DOE today advising if a contract is entered into and unable to complete the task due to circumstances out of their control, payment timeline can be extended past the December 31st deadline. With this new language, Superintendent Smith recommends to move forward with County Abatement for asbestos removal December 18 through December 30th in the amount of \$19,730.00. Saliba's submitted the lowest flooring proposal in the amount of \$17,300.00. Robin James asked if we could go with the John Deere product as they are offering a larger snow blower and better warrantee. Superintendent Smith advised

we must accept the lowest bid that meets the bid criteria. Cherie Faulkner asked if we could bargain with any of the companies. Superintendent Smith said no. The requests for proposals are sealed bids and must be accepted as is.

John called for a motion to accept bids as recommended by Superintendent Smith.

Motion by Heather Charity with a second by Cherie Faulkner to accept the bid from Dorr's for three Kubota sub compact tractors with attachments in the amount of \$17,346.27 each; Asbestos Abatement from County Abatement in the amount of \$19,730.00; and Saliba's floor tile bid in the amount of \$17,300.00.

Vote: 6 Approved; 0 Opposed

Personnel Actions:

Appointments: Cassidy Marsh, COVID-19 Substitute at Eddington; Lori Beck, Night Custodian at Eddington; and David Luciano, Ed Tech at Holbrook.

Resignations: Samantha Smith, Bus Driver

Retirement: None

Reassignments: None

Elections: Motion by Robin James with a second by Heather Charity to elect Zachery Pratt as Grade 7 ELA Teacher.

Vote: 6 Approved; 0 Opposed

Searches: COVID-19 Temporary Custodian at Holbrook; Substitutes; and Long-Term Substitutes.

Additional Questions and Comments from the Public: None

Adjournment: At 7:17pm, motion by Linda Graban with a second by Robin James to adjourn the meeting.

Vote: 6 Approved; 0 Opposed

Respectfully submitted by,



Susan M. Smith

RSU #63 Superintendent/Director of Curriculum and Instruction

Approved: November 16, 2020