

RSU 63 Board of Directors
Monday, June 27, 2022
6:30pm
Holden Elementary School
Google Meet: meet.google.com/mip-bfmr-fqh
Phone In: 1-336-618-7299 **PIN:** 841213831#
Agenda

Phone and video link above are available to members of the public for the purpose of listening/viewing only. If you would like to speak, current law requires that you attend the meeting in-person.

Call Meeting to Order

Flag Salute/Moment of Silence

Welcome New Board Members

Election of RSU 63 Board Chair

Election of RSU 63 Vice-Chair

Approval of Minutes for May 16, 2022 Board Meeting

Approval of Minutes for June 1, 2022 Special Board Meeting

Approval of Minutes for June 1, 2022 RSU 63 District Budget Meeting

Recognition and/or Awards of Students, Staff, and Others

1. Grade 8 Student Awards

Acceptance of Gifts/Donations

Presentation: None

Questions and Comments from the Public

Dates of Next Meetings

1. **Board Workshop:** July TBD
2. **Board Meeting:** Monday, August 22, 2022 at 6:30pm, Holbrook Middle School
3. **Strategic Planning Committee Meeting with Judy Sanders:** Tuesday, October 4, 2022 from 6:00pm until 8:00pm, Holbrook Middle School
4. **Budget and Finance Committee Meeting:** TBD
5. **Policy Committee Meeting:** TBD
6. **Superintendent Search Committee Meeting:** TBD

Budget and Finance

1. Business Manager Report
2. Budget and Finance Committee Report

Superintendent's Report

RSU #63 Chair's Report

Acceptance of Reports

(written and verbal Budget and Finance Committee, Strategic Planning Committee, Superintendent Search Sub-Committee, Administrators, Superintendent, and Board Chair's Reports)

Old Business

1. Superintendent Search Update
 - a. Superintendent Job Description

New Business

1. Certification of the Referendum Results
2. 2022-2023 RSU 63 Board Meeting Dates and Locations
3. Review of Board Committees and Committee Member Assignments
 - a. Election of Budget and Finance Committee Members
 - b. Election of Warrant Officers
 - c. Discussion and Volunteer for Other Committees, Boards, and High School Liaisons
4. Motion to Authorize the Interim Superintendent to Hire New Teachers During Summer Months
5. Safety Policies, Procedures, Training, and Relationships with Law Enforcement
6. Remote Board Meeting Option
7. Bids
 - a. Holden Elementary Roof
 - b. Eddington Elementary Roof
 - c. Paving

Personnel Actions

1. Appointments
2. Resignations
 - a. Erin McDonald – Holbrook Resource Room Teacher
 - b. Jennifer Mahoney – Holden Speech/Language Pathologist
3. Retirements
4. Reassignments
5. Elections
 - a. Brian White – Holbrook Life Skills Special Education Teacher
 - b. Kimberly Flanagan – Grade 6 Math Teacher
 - c. Rachel Beckwith – Grade 6 ELA Teacher
 - d. Emma Peterson – Grade 3 Teacher
6. Searches
 - a. Superintendent
 - b. Assistant Principal/Athletic Director
 - c. Bus Drivers
 - d. Technology Integrator
 - e. Resource Room Teacher - Holbrook
 - f. Speech/Language Pathologist - Holden
 - g. Anticipated Resource Room Teacher - Holbrook
 - h. Substitutes (Teachers, Ed Techs, Drivers, Custodians)

Questions and Comments from the Public**Adjournment**

In compliance with the Americans with Disabilities Act, if you require any kind of assistance to fully participate in this meeting, please notify the Superintendent's Office at 843-7851 or write to Superintendent of Schools, 202 Kidder Hill Road, Holden, ME 04429.

**RSU #63 Board Meeting
Date: May 16, 2022
Location: Holbrook Middle School
Minutes**

RSU 63 Board Member(s) Present:

Town of Holden: Cherie Faulkner, Tracy Roberts, and Holly Whitmore

Town of Clifton: Linda Graban

Town of Eddington: Robin James, Tracy Bigney, and Jaime Pangburn

RSU 63 Board Member Present Remotely:

Town of Holden: Matthew Campbell

Board Chair, Holly Whitmore called the Board Meeting to order at 5:40pm.

At 5:41pm, motion by Robin James with a second by Cherie Faulkner to enter into executive session for discussion of contract negotiations pursuant to 1 MRSA section 405(6)(D).

Roll Call: Cherie Faulkner: Yes; Matthew Campbell: Yes; Robin James: Yes; Linda Graban: Yes; Tracy Roberts: Yes; Tracy Bigney: Yes; Jaime Pangburn: Yes; Holly Whitmore: Yes

Vote: 8 Approved; 0 Opposed

Public session resumed at 6:45pm.

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

Holly Whitmore read opening remarks regarding public comment guidelines.

Tracy Bigney moved that the Board authorize the Chair to offer the position of Interim Superintendent to the selected candidate subject to completing reference and background checks and reaching an agreement with the candidate regarding the terms of employment.

Second by Robin James

Discussion: None

Roll Call: Cherie Faulkner: Yes; Matthew Campbell: Yes; Robin James: Yes; Linda Graban: Yes; Tracy Roberts: Yes; Tracy Bigney: Yes; Jaime Pangburn: Yes; Holly Whitmore: Yes

Vote: 8 Approved; 0 Opposed

Motion by Robin James with a second by Jaime Pangburn to approve the April 25, 2022 Board Meeting Minutes with correction.

Discussion: Tracy Bigney noticed a typo on page 4, the word perimeter should be parameter.

Roll Call: Cherie Faulkner: Yes; Matthew Campbell: Yes; Robin James: Yes; Linda Graban: Yes; Tracy Roberts: Yes; Tracy Bigney: Yes; Jaime Pangburn: Yes; Holly Whitmore: Yes

Vote: 8 Approved; 0 Opposed

Motion by Robin James with a second by Tracy Bigney to approve the May 2, 2022 Special Board Meeting Minutes.

Discussion: Tracy Roberts and Linda Graban asked to have their absence notation changed to excused as they stated they emailed Holly Whitmore prior to the start of the meeting. Holly Whitmore confirmed receipt of a message from Tracy Roberts and stated she did not receive one from Ms. Graban. Ms. Whitmore approved the notation change for both board members.

Roll Call: Cherie Faulkner: Yes; Matthew Campbell: Yes; Robin James: Yes; Linda Graban: Yes; Tracy Roberts: Yes; Tracy Bigney: Yes; Jaime Pangburn: Yes; Holly Whitmore: Yes

Vote: 8 Approved; 0 Opposed

Recognition and/or Awards of Students, Staff, and Others: Superintendent Smith recognized Holbrook student, Nevaeh Kennedy for conducting a food collection at Parks Pond over the weekend to benefit the CHEFS Food Pantry. Ms. Smith thanked the Parent Teacher Group for all the food, games, and prizes for Teacher Appreciation Week at all three schools. Superintendent Smith recognized Robin James, Eddington Board Member. She read an appreciation of service letter and presented Ms. James with flowers. Ms. James' Eddington seat on the RSU 63 Board of Directors is a write in option for a one year term (the remainder of her term) on the June 14, 2022 Referendum Ballot.

Acceptance of Gifts/Donations: Grade 8 Legacy Fund has made the deposit for the new Holbrook School Sign that should be arriving soon. Superintendent Smith thanked Tim Archambault, Quirk Auto Group, and the Chevrolet Community Action Fund. Dan Allen, Darrell Pluard, Jake Morgan, and Michele Archambault were also recognized for their help with the installation of the sign.

Presentation: Parent Teacher Group (PTG)

Abby Glidden and Louis LeVasseur are Co-Vice Presidents of the PTG. They presented a slide show and explained the different events the PTG hosted this year. Ms. Glidden explained that the PTG is all new members and this year has been a year of learning and growth. They have many new events planned for next year and are working closely with newly formed/appointed school liaisons to help match the goals of the PTG with the needs of the schools. Ms. Glidden also advised they are working on a binder of tips/tricks to pass down as leadership changes happen within the PTG.

Questions from the Public: None.

Dates of Next Meetings:

Strategic Planning Committee Meeting with Judy Sanders: Friday, June 3, 2022 from 1:00pm until 6:00pm, Heritage on 9

Policy Committee Meeting: TBD

Budget and Finance Committee Meeting: Monday, June 13, 2022 at 5:00pm, Holbrook Middle School

Interim Superintendent Search Committee Meeting: TBD

RSU 63 District Budget Meeting: Wednesday, June 1, 2022 at 7:00pm, Holbrook Middle School

Referendum Vote: Tuesday, June 14, 2022, Town Offices

Board Meeting: Tuesday, June 21, 2022 at 6:30pm, Holden Elementary School

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

Superintendent's Report: Nothing to add.

RSU #63 Chair's Report: Nothing to add.

Acceptance of Reports:

Motion by Robin James with a second by Cherie Faulkner to accept all reports as submitted from the Budget and Finance Committee, Policy Committee, Strategic Planning Committee, Administrators, Superintendent, and Board Chair.

Discussion: Tracy Roberts asked if the Interim Superintendent Search Committee minutes were included. Superintendent Smith advised they would be part of the next Board packet as they were received after this Board packet was posted and shared.

Roll Call: Cherie Faulkner: Yes; Matthew Campbell: Yes; Robin James: Yes; Linda Graban: Yes; Tracy Roberts: Yes; Tracy Bigney: Yes; Jaime Pangburn: Yes; Holly Whitmore: Yes

Vote: 8 Approved; 0 Opposed

Old Business:

ReVision Energy Solar Net Energy Billing Contract: Superintendent Smith introduced Aga Dixon, Drummond and Woodsum and Tina Meserve, ReVision Energy. Board members had answers to the questions discussed at the Budget and Finance Committee Meeting last week and a copy of the draft contract in their binders. Aga Dixon and Tina Meserve answered multiple questions from the Board regarding the net energy savings and contract language. Holly Whitmore called for a motion.

Tracy Bigney moved that the vote entitled "Vote to Authorize the Purchase of Net Energy Billing Credits," be adopted in the form as present to this meeting.

Second by Tracy Roberts

Discussion: None

Roll Call: Cherie Faulkner: No; Matthew Campbell: No; Robin James: No; Linda Graban: No; Tracy Roberts: Yes; Tracy Bigney: Yes; Jaime Pangburn: No; Holly Whitmore: No

Vote: 2 Approved; 6 Opposed

Holly Whitmore announced the motion failed.

Interim Superintendent Search Update: Tracy Roberts advised the minutes were not included in the Board packet, but the committee is moving forward with an interim candidate.

Superintendent Search Update: Tracy Roberts stated she has talked with Steve Bailey regarding the cost summary proposal. A copy will be sent to Holly Whitmore to review and sign. Maine School Management Association (MSMA) will assist with updating the Superintendent Job Description to match what the committee is looking for. Superintendent Smith asked if Tracy Roberts wanted the Superintendent Job Description added to the next Board meeting agenda. Ms. Roberts confirmed.

Superintendent Smith advised the contract from MSMA was received today, signed by Holly Whitmore, and emailed back to Steve Bailey.

Tracy Roberts advised other stakeholders will be added to the search committee as an interview sub-committee. She is hopeful to add teachers and administrators to the sub-committee.

New Business:

Approval of Proposed 2022-2023 (FY23) RSU 63 Budget: Superintendent Smith explained the draft budget version 4 has one change to allow the negotiations committee to increase teacher salaries under regular instruction and special education. There is still no increase to towns, but there is an increase to the bottom line. Kasha Robertson, Co-President of the RSU 63 Teacher's Association questioned if the changes to the salary lines reflected the agreed upon amounts from the negotiation's committees. Superintendent Smith advised there is not an agreement in place yet between the negotiation's committees.

Motion by Cherie Faulkner with a second by Linda Graban to approve the proposed 2022-2023 (FY23) RSU 63 Budget.

Discussion: None

Roll Call: Cherie Faulkner: Yes; Matthew Campbell: Yes; Robin James: Yes; Linda Graban: Yes; Tracy Roberts: Yes; Tracy Bigney: Yes; Jaime Pangburn: Yes; Holly Whitmore: Yes

Vote: 8 Approved; 0 Opposed

Robin James read the motion, "Vote to call and approve the warrants for the budget meeting and the validation referendum and to authorize the notice of amounts adopted," be approved in the form presented to this meeting and that a copy of said vote to be included with the minutes of this meeting as Attachment A.

Second by Cherie Faulkner

Discussion: None

Roll Call: Cherie Faulkner: Yes; Matthew Campbell: Yes; Robin James: Yes; Linda Graban: Yes; Tracy Roberts: Yes; Tracy Bigney: Yes; Jaime Pangburn: Yes; Holly Whitmore: Yes

Vote: 8 Approved; 0 Opposed

Board Evaluation: Holly Whitmore asked the Board to complete the evaluation form in the board packet and return to her by June 1, 2022. She will then compile the response and share with Linda Graban before June 21, 2022. Ms. Graban will share as part of the Board Workshop in July.

Policy to Rescind: Robin James explained policy DJB – Purchasing Procedures is a procedural item and should not be a Board policy. This policy was also reviewed by Kelly Theriault, RSU 63 Business Manager and the Budget and Finance Committee. Both agree this is a procedural item.

Motion by Robin James with a second by Cherie Faulkner to approve rescind policy DJB – Purchasing Procedures.

Discussion: None

Roll Call: Cherie Faulkner: Yes; Matthew Campbell: Yes; Robin James: Yes; Linda Graban: Yes; Tracy Roberts: Yes; Tracy Bigney: Yes; Jaime Pangburn: Yes; Holly Whitmore: Yes

Vote: 8 Approved; 0 Opposed

Personnel Actions:

Appointments: Russell Smith, Bus Driver and David Luciano, After-School Support for Track and Field Intramural Club.

Resignations: Nicole Luce, Holbrook Special Education Teacher and Sara Miller, Grade 6 Math Teacher.

Retirements: None.

Reassignment: Harry Hayes, Substitute to Temporary Ed Tech (pending certification); Ashley Enright, Grade 6 ELA Teacher to Grade 5 Teacher (2022-2023 School Year); and Pamela Bull, Bus Driver to Substitute Bus Driver (2022-2023 School Year).

Election: Motion by Tracy Bigney with a second by Jaime Pangburn to elect Sharon Haskell as Director of Curriculum and Instruction (2022-2023 School Year)

Discussion: None

Roll Call: Cherie Faulkner: Yes; Matthew Campbell: Yes; Robin James: Yes; Linda Graban: Yes; Tracy Roberts: Yes; Tracy Bigney: Yes; Jaime Pangburn: Yes; Holly Whitmore: Yes

Vote: 8 Approved; 0 Opposed

Searches: Interim Superintendent, Principal Holbrook Middle School, Bus Driver, Technology Integrator, Holbrook Life Skills Special Education Teacher, Anticipated Grade 3 Teacher, Anticipated Grade 6 ELA Teacher, Grade 6 Math Teachers, Assistant Principal/Athletic Director, and Substitutes.

Tracy Roberts asked for an update on the principal search. Don Spencer, Elementary Schools Principal and Chair of the Principal Search Committee advised interviews were starting this week. Tracy Roberts asked how it would work with Robin leaving the Board. Robin James offered for someone to replace her. Tracy Roberts asked when the Board would give input. Superintendent Smith explained the Superintendent hires administrators as part of their duty. The search committee will recommend a candidate to the Superintendent, the Superintendent will interview and then bring the recommended candidate to the Board for election.

Questions and Comments from the Public: None.

Adjournment:

Holly directed the Board to their board binders for reflection.

At 7:57pm, motion by Matthew Campbell with a second by Robin James to adjourn the meeting.

Discussion: None

Roll Call: Cherie Faulkner: Yes; Matthew Campbell: Yes; Robin James: Yes; Linda Graban: Yes; Tracy Roberts: Yes; Tracy Bigney: Yes; Jaime Pangburn: Yes; Holly Whitmore: Yes

Vote: 8 Approved; 0 Opposed

Respectfully submitted by,

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

Approved:

RSU #63 Special Board Meeting
Date: June 1, 2022
Location: Holbrook Middle School
Minutes

RSU 63 Board Member(s) Present:

Town of Holden: Cherie Faulkner, Tracy Roberts, Matthew Campbell, and Holly Whitmore

Town of Clifton: Linda Graban

Town of Eddington: Tracy Bigney, and Jaime Pangburn

Board Chair, Holly Whitmore called the meeting to order at 6:17pm

At 6:18pm, motion by Tracy Bigney with a second by Jaime Pangburn to enter into executive session for discussion of contract negotiations pursuant to 1 MRSA section 405(6)(D).

Roll Call: Cherie Faulkner: Yes; Matthew Campbell: Yes; Linda Graban: Yes; Tracy Roberts: Yes; Tracy Bigney: Yes; Jaime Pangburn: Yes; Holly Whitmore: Yes

Vote: 7 Approved; 0 Opposed

Public session resumed at 6:35pm

A flag salute was conducted and a moment of silence was observed. Holly Whitmore read the public comment guidelines.

Tracy Bigney moved that the Board authorize the Chair to execute the tentative agreement between the RSU 63 Board of Directors and the RSU 63 Teachers' Association for a collective bargaining agreement for the term September 1, 2022 through August 31, 2025.

Second by Linda Graban.

Discussion: None

Vote: 7 Approved; 0 Opposed

Recognition and/or Awards of Students, Staff, and Others: Superintendent Smith recognized Jaime Pangburn and Holly Whitmore for their service as RSU 63 Board Members and presented them with a recognition letter and flowers. Holly Whitmore recognized Superintendent Susan M. Smith for her service as RSU 63 Superintendent and Director of Curriculum and Instruction. She presented her with a recognition letter, 10-year service award (RSU 63 hat), and flowers.

Questions from the Public: Susan Dunham Shane, Eddington resident and RSU 63 Substitute commented that Superintendent Smith has been an inspiration, a great leader, and will be missed.

Dates of Next Meetings:

Strategic Planning Committee Meeting with Judy Sanders: Friday, June 3, 2022 from 1:00pm to 6:00pm, Heritage on 9

Budget and Finance Committee Meeting: Monday, June 13, 2022 at 5:00pm, Holbrook Middle School

Board Meeting: Monday, June 21, 2022 at 6:30pm, Holden Elementary School

Personnel Actions: Superintendent Smith introduced Robert Meyer as the candidate for Holbrook Middle School Principal and gave the Board a summary of Mr. Meyer's background.

Motion by Tracy Bigney with a second by Jaime Pangburn to elect Robert Meyer as Holbrook Middle School Principal effective July 1, 2022.

Vote: 7 Approved; 0 Opposed

Searches: Assistant Principal/Athletic Director, Bus Drivers, Technology Integrator, Holbrook Life Skills Special Education Teacher, Grade 6 Math Teacher, Anticipated Grade 3 Teacher, Anticipated Grade 6 ELA Teacher, and Substitutes.

Tracy Roberts announced the Interim Superintendent search committee came to an agreement with a candidate. Jared Fulgoni has been selected as the Interim Superintendent and will be starting on June 2, 2022. He will not be in the office until Friday.

Public Comment: None

Adjournment:

At 6:50pm, motion by Cherie Faulkner with a second by Jaime Pangburn to adjourn the meeting.

Discussion: None

Vote: 7 Approved; 0 Opposed

Respectfully submitted by,

Jared Fulgoni
RSU #63 Interim Superintendent

Approved:

RSU #63 Budget Meeting
Date: June 1, 2022
Location: Holbrook Middle School
Minutes

RSU #63 Chair, Holly Whitmore called the meeting to order at 7:01pm for the purpose of determining the Budget Articles set forth below.

Warrant Articles (Attachment A)

Article 1:

"To elect by ballot a Moderator to preside at said meeting." School budget for July 1, 2022 to June 30, 2023.

Motion with a second to nominate John Bunker for the position of Moderator for the RSU #63 Budget Meeting.

John Bunker accepted the nomination. There were no other motions from the floor. **By written ballot, John Bunker was elected Moderator with Mr. Bunker receiving 14 votes with none opposed.**

Holly Whitmore, Board Chair, swore in Mr. Bunker.

John Bunker stated he will follow the Maine Moderators Manual as a guide for the meeting.

Superintendent Susan Smith gave a summary of the proposed FY23 budget.

Article 2:

Motion with a second to approve Article 2 of the RSU #63 Warrant as written in the amount of **\$5,785,131.21.**

Discussion: Susan Dunham Shane, Eddington resident asked if the increase in line 120 reflected the increase for teacher salaries. Superintendent Smith responded, line 120 reflected the addition of a Grade 5 teacher at Holbrook. She added, salary increases were spread out among multiple lines in the budget.

By a show of hands, Article 2 of the RSU #63 Warrant as written passed in the amount of \$5,785,131.21, with none opposed.

Article 3:

Mr. Bunker read Article 3. Motion was made with a second to approve Article 3 of the RSU #63 Warrant as written in the amount of **\$1,727,389.36.**

Discussion: Ed Tech health benefits increase were discussed.

By a show of hands, Articles 3 of the RSU #63 Warrant as written passed in the amount of \$1,727,389.36, with none opposed.

Article 4:

Mr. Bunker read Article 4. Motion was made with a second to approve Article 4 of the RSU #63 Warrant as written in the amount of **\$670,483.84.**

By a show of hands, Articles 4 of the RSU #63 Warrant as written passed in the amount of \$670,483.84, with none opposed.

Article 5:

Mr. Bunker read Article 5. Motion was made with a second to approve Article 5 of the RSU #63 Warrant as written in the amount of **\$1,527,826.69.**

By a show of hands, Articles 5 of the RSU #63 Warrant as written passed in the amount of \$1,527,826.69, with none opposed.

Article 6:

Mr. Bunker read Article 6. Motion was made with a second to approve Article 6 of the RSU #63 Warrant as written in the amount of \$776,956.29.

By a show of hands, Articles 6 of the RSU #63 Warrant as written passed in the amount of \$776,956.29, with none opposed.

Article 7:

Mr. Bunker read Article 7. Motion was made with a second to approve Article 7 of the RSU #63 Warrant as written in the amount of \$441,701.50.

Discussion: Susan Dunham Shane questioned line 25. Kelly Theriault, RSU 63 Business Manager responded funds for Superintendent search stipend and community events.

By a show of hands, Articles 7 of the RSU #63 Warrant as written passed in the amount of \$441,701.50, with none opposed.

Article 8:

Mr. Bunker read Article 8. Motion was made with a second to approve Article 8 of the RSU #63 Warrant as written in the amount of \$485,714.24.

By a show of hands, Articles 8 of the RSU #63 Warrant as written passed in the amount of \$485,714.24, with none opposed.

Article 9:

Mr. Bunker read Article 9. Motion was made with a second to approve Article 9 of the RSU #63 Warrant as written in the amount of \$75,805.93.

By a show of hands, Articles 9 of the RSU #63 Warrant as written passed in the amount of \$75,805.93 with none opposed.

Article 10:

Mr. Bunker read Article 10. Motion was made with a second to approve Article 10 of the RSU #63 Warrant as written in the amount of \$100,000.00.

By a show of hands, Articles 10 of the RSU #63 Warrant as written passed in the amount of \$100,000.00, with none opposed.

Article 11:

Mr. Bunker read Article 11. Motion was made with a second to approve Article 11 of the RSU #63 Warrant as written in the amounts of

Total Appropriated

<i>Clifton</i>	<i>\$1,215,257.39</i>
<i>Eddington</i>	<i>\$3,198,921.94</i>
<i>Holden</i>	<i><u>\$4,347,589.89</u></i>

Total Raised

<i>Clifton</i>	<i>\$576,046.66</i>
<i>Eddington</i>	<i>\$1,278,355.00</i>
<i>Holden</i>	<i><u>\$2,168,695.00</u></i>

School District Total

Appropriated \$8,761,769.22

School District Total

Raised \$4,023,695.00

By a show of hands, Articles 11 of the RSU #63 Warrant as written passed, with none opposed.

Article 12:

Mr. Bunker read Article 12. Motion was made with a second to approve Article 12 of the RSU #63 Warrant as written in the amount of \$1,625,310.63.

By secret ballot, Article 12 of the RSU #63 Warrant as written passed in the amount of \$1,625,310.63, with none opposed.

Vote: 16 Yes; 0 Opposed

Article 13:

Mr. Bunker read Article 13. Motion was made with a second to approve Article 13 of the RSU #63 Warrant as written in the amount of \$11,591,009.06.

By a show of hands, Article 13 of the RSU #63 Warrant as written passed in the amount of \$11,591,009.06, with none opposed.

Article 14:

Mr. Bunker read Article 14. Motion was made with a second to approve Article 14 of the RSU #63 Warrant as written in the amount of \$3,692.02.

By a show of hands, Article 14 of the RSU #63 Warrant as written passed in the amount of \$3,692.02, with none opposed.

Article 15:

Mr. Bunker read Article 15. Motion was made with a second to approve Article 15 of the RSU #63 Warrant as written in the amount of \$3,682,608.18.

By a show of hands, Article 15 of the RSU #63 Warrant as written passed in the amount of \$3,682,608.18, with none opposed.

Vote: 16 Yes; 0 Opposed

Article 16:

Mr. Bunker read Article 16. Motion was made with a second to approve Article 16 of the RSU #63 Warrant as written in the amount of \$318,528.80.

By a show of hands, Article 16 of the RSU #63 Warrant as written passed in the amount of \$318,528.80, with none opposed.

Vote: 16 Yes; 0 Opposed

Article 17:

Mr. Bunker read Article 17. Motion was made with a second to approve Article 17 of the RSU #63 Warrant as written.

By a show of hands, Article 17 of the RSU #63 Warrant as written passed with none opposed.

Article 18:

Mr. Bunker read Article 18. Motion was made with a second to approve Article 18 of the RSU #63 Warrant as written.

Discussion: Ben Bredmore, Holden resident and Town Manager asked for clarification on the word "town" written in the warrant. Kelly Theriault, RSU 63 Business Manager noted it was a typo and should say "towns".

Susan Dunham Shane, as a point of order motioned to modify the Warrant to reflect the word "towns". Motion was seconded.

By a show of hands, motion to modify Article 18 of the RSU #63 Warrant passed with none opposed.

By a show of hands, Article 18 as modified of the RSU #63 Warrant passed in the amount of \$125,816.00, with none opposed.

Questions, Comments, and Announcements from the Public: Superintendent Smith introduced Robert Meyer, Holbrook Middle School Principal beginning July 1, 2022. Superintendent Smith thanked the Board, community, and staff for their support over the past 10 years.

Bob Merritt, Clifton resident and Holbrook teacher thanked Superintendent Smith for her dedication to RSU 63. Brenda DeRoche, Eddington resident and Eddington teacher echoed Mr. Merritt and wished Superintendent Smith well in her next endeavor.

Superintendent Smith also recognized Holly Whitmore and Jaime Pangburn for their service on the RSU 63 Board of Directors.

Adjournment: At 9:04 the meeting adjourned.

Respectfully submitted by,

Jared Fulgoni
RSU #63 Interim Superintendent
Approved:

REGIONAL SCHOOL UNIT NO. 63
Warrant for Annual Budget Meeting

(Required articles)

To Holly Whitmore, a resident of Regional School Unit No. 63 composed of the Towns of Clifton, Eddington, and Holden in the County of Penobscot, State of Maine.

In the name of the State of Maine, you are hereby required to notify the voters of each of the municipalities within Regional School Unit No. 63, namely, the Towns of Clifton, Eddington, and Holden, that a District Budget Meeting will be held at the Holbrook School, 202 Kidder Hill Road, in the Town of Holden, Maine at 7:00 P.M. on June 1, 2022 for the purpose of determining the Budget Meeting Articles set forth below.

- ARTICLE 1 To elect by ballot a Moderator to preside at said meeting. *School Budget for July 1, 2022 to June 30, 2023.*
- ARTICLE 2 To see what sum the District will be allowed to expend for REGULAR INSTRUCTION.
Board of Directors Recommends \$5,785,131.21
- ARTICLE 3 To see what sum the District will be allowed to expend for SPECIAL EDUCATION.
Board of Directors Recommends \$1,727,389.36
- ARTICLE 4 To see what sum the District will be allowed to expend for STAFF AND STUDENT SUPPORT.
Board of Directors Recommends \$670,483.84
- ARTICLE 5 To see what sum the District will be allowed to expend for FACILITIES MAINTENANCE.
Board of Directors Recommends \$1,527,826.69
- ARTICLE 6 To see what sum the District will be allowed to expend for TRANSPORTATION AND BUSES.
Board of Directors Recommends \$776,956.29
- ARTICLE 7 To see what sum the District will be allowed to expend for SYSTEM ADMINISTRATION.
Board of Directors Recommends \$441,701.50
- ARTICLE 8 To see what sum the District will be allowed to expend for SCHOOL ADMINISTRATION.
Board of Directors Recommends \$485,714.24
- ARTICLE 9 To see what sum the District will be allowed to expend for OTHER INSTRUCTION.
Board of Directors Recommends \$75,805.93
- ARTICLE 10 To see what sum the District will be allowed to expend for ALL OTHER EXPENDITURES.
Board of Directors Recommends \$100,000.00
- ARTICLE 11 To see what sum the District will appropriate for the total cost of funding public education from pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and to see what sum the District will raise and assess as each municipality's contribution to the total cost of funding public education from pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act in accordance with the Maine Revised Statutes, Title 20-A, section 15688. (Recommend amount set forth below)

<u>Total Appropriated</u>		<u>Total Raised</u>	
<i>Clifton</i>	<i>\$1,215,257.39</i>	<i>Clifton</i>	<i>\$576,046.66</i>
<i>Eddington</i>	<i>\$3,198,921.94</i>	<i>Eddington</i>	<i>\$1,278,355.00</i>
<i>Holden</i>	<i>\$4,347,589.89</i>	<i>Holden</i>	<i>\$2,168,695.00</i>
 <i>School District Total</i>		 <i>School District Total</i>	
<i>Appropriated</i>	<i>\$8,761,769.22</i>	<i>Raised</i>	<i>\$4,023,695.00</i>

Explanation: The District's contribution to the total cost of funding public education from pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act is the amount of money determined by state law to be the minimum amount that the District must raise and assess in order to receive the full amount of state dollars.

ARTICLE 12 Shall Regional School Unit No. 63 raise and appropriate \$1,625,310.63 in additional local funds, which exceeds the State's Essential Programs and Services allocation model by \$1,625,310.63 as required to fund the budget recommended by the Board of Directors? The Board of Directors recommends \$1,625,310.63 for additional local funds and gives the following reason(s) for exceeding the State's Essential Programs and Services funding model by \$1,625,310.63. The District's Facilities, Transportation and Special Education costs are higher than allocated by the model and actual secondary tuition costs are higher than funded through the EPS model. Additionally, the District's educational staffing ratios slightly exceed the staffing ratios recommended by the State's Essential Programs and Services funding model and System Administration & Co/Extra Curricular is only partially funded in the current formula.
Board of Directors Recommends a "YES" vote.

Explanation: The additional local funds are those locally raised funds over and above the District's local contribution to the total cost of funding public Education from pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act. The District's Facilities, Transportation and Special Education costs are higher than allocated by the model and actual secondary tuition costs are higher than funded through the EPS model. Additionally, the District's educational staffing ratios exceed the staffing ratios recommended by the State's Essential Programs and Services funding model and System Administration & Co/Extra Curricular is only partially funded in the current formula.

ARTICLE 13 To see what sum the District will authorize the Board of Directors to expend for the fiscal year beginning July 1, 2022 and ending June 30, 2023 from the District's contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act, non-state funded school construction projects, additional local funds for school purposes under the Maine Revised Statutes, Title 20-A, section 15690, unexpended balances, tuition receipts, state subsidy, and other receipts for the support of schools.
Board of Directors Recommends \$11,591,009.06.

ARTICLE 14 To see what sum the District will appropriate \$3,692.02 for Adult Education and raise \$3,692.02 as the local share; with authorization to expend any additional, incidental, or miscellaneous receipts in the interest and for the well-being of the adult education program.

ARTICLE 15 Shall the regional vocational operating budget as approved by the cooperative board for the year beginning July 1, 2022 and ending June 30, 2023 be approved in the amount of \$3,682,608.18?
(Not subject to amendment from the floor. May either be accepted or rejected by the voters. Requires count of votes.)

Note: The District's (local) contribution to the total cost of funding the vocational operating budget for the year beginning July 1, 2022 and ending June 30, 2023 is \$0.00

ARTICLE 16 Shall the vocational region approve a budget for Adult education for the year beginning July 1, 2022 and ending June 30, 2023 in the amount of \$318,528.80?
(Not subject to amendment from the floor. May either be accepted or rejected by the voters. Requires count of votes.)

Note: The District's contribution to the total cost of funding the vocational region adult education for the year beginning July 1, 2022 and ending June 30, 2023 is \$3,692.02.

(Additional articles)

ARTICLE 17 In addition to the amounts approved in the preceding articles, shall the District be authorized to expend federal funds and such other sums as may be received from federal or state grants or programs or other sources during the fiscal year for school purposes, provided that such grants, programs or other sources do not require the expenditure of funds not previously appropriated?
Board of Directors Recommends a "YES" vote.

ARTICLE 18 To see what sum the town will appropriate from school general operating funds for the 2022-2023 year to add to the already established facilities reserve account.
Board of Directors Recommends \$125,816.00
(Note: This amount is included in the previously approved facilities article. It is not in addition to that amount.)

Given under our hands this 16th day of May, 2022.

Holly Whitmore

Linda Graban

Tracy Bigney

Matthew Campbell

Cherie Faulkner

Robin James

Jaime Pangburn

Tracy Roberts

Regional School Unit No. 63

A true copy of the warrant, Attest

Holly Whitmore

Holbrook School
Principal's Report
6/16/22

DRAFT

Approximate Enrollment:

Grade 5 43

Grade 6 53

Grade 7 58

Grade 8 44

Total 198

The Holbrook School promotion for the class of 2022 was celebrated with family, friends and Holbrook staff on Friday, June 14th in the gymnasium. Multiple awards were presented to honor student academics, athletic and school citizenship accomplishments. We wish them the best of luck in high school and beyond.

Brewer 26
John Bapst 13
Hampden 4

Congratulations to the following students of the month

5- Micaiah Bruton	6- Cami Duperry	7- Grace Hammond	8- Rhianna Page
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What else is going on?

- All Holbrook students completed the NWEA assessment in Math, Reading and Language Usage this spring. Students, teachers and administrators use the NWEA to measure student growth from the fall to the spring. The administration and teaching staff will use the data to guide future instruction, identify students for RTI or GT programming and to review internal programming.
- In grades 5 and 8 we have also administered the New Meridian Science Assessment. Thank you to all staff who participated in trainings and proctored these assessments, an additional thank you to Mr. Cummings, Mrs. Middleton, and Mr. J Simko for their help with all of this.
- In ELA and Math teachers are analyzing student data and making placement recommendations for SY 21-22 for each grade level. Holbrook staff looks forward to being able to offer different levels of course work again in ELA and Math.
- The Holbrook fifth grade staff welcomed 37 incoming fifth grade students on June 7th. The future Red Devils spent a few hours at Holbrook. The same evening parents were invited to drop in on our 5th grade classrooms. The fifth-grade staff was on hand to answer questions and provide a brief overview of the day in the life of a Holbrook fifth grader. We had a great turn out! It's terrific to see parents investing in the education of their child. We look forward to welcoming this group to Holbrook in late August.

- We are looking for community volunteers to help tend the garden areas throughout the summer, harvestable vegetables will be donated to CHEFs.
- We appreciate the staff volunteering to work on hiring committees this spring. We have interviewed terrific candidates at Holbrook and hope to have the positions filled in the coming days. Thank you to all the staff for the extra time and thoughtful effort throughout the hiring process

Thank you for your support, have a great summer and an excellent upcoming school year.

Respectfully,

Ashley Allen
Ashley Allen
Principal
Holbrook Middle School



EDDINGTON ELEMENTARY SCHOOL

HOLDEN ELEMENTARY SCHOOL

440 Main Road | Eddington, ME 04428 | P: 207-843-6010 | F: 207-843-4317

Don Spencer, principal dspencer@rsu63.org
Tina Ferrill, secretary tferrill@rsu63.org
Janet Nichols, school counselor jnichols@rsu63.org
Dawna Bickford, school nurse dbickford@rsu63.org

590 Main Road | Holden, ME 04429 | P: 207-843-7828 | F: 207-843-4329

Don Spencer, principal dspencer@rsu63.org
Heather Kiley, secretary hkiley@rsu63.org
Janet Nichols, school counselor jnichols@rsu63.org
Dawna Bickford, school nurse dbickford@rsu63.org

DRAFT

"RSU 63 is a community of learners dedicated to providing a safe, supportive, and challenging academic environment. Our students are respectful citizens and responsible stewards of our world. They are well prepared for high school with skills and a work ethic that enables them to succeed."

I submit my June board report on behalf of the students and staff at the Eddington and Holden Elementary Schools. As we bring the year to a close, we have The student count remains the same with **117** in Eddington and **121** in Holden for a total of **238**. Wow!!! Where has the school year gone? The weather is slowly improving (enough rain), just in time for summer break we hope!

We finished the year with lots of outdoor trips and fun activities. It sure has been a busy end to this school year.

- Two very successful and "standing room" only crowds at the Spring Concerts.
- Our 3rd graders spent a day at Seal Harbor, The K & 1st graders journeyed to the Maine Discovery Museum. Both PK sessions spent time at Stonewall Stables and had a grand time. Mr. S (PE) and retired Mr. S (PE) planned a final trip with grade four and they all headed to Bar Island for a hike and some beach adventures.
- Our 4th graders also spent a few hours at Holbrook as part of their "Step-Up" program. Many of them came back excited to head over to the "big school." They will be missed!
- Speaking of step-up, our first graders were able to come to Holden School for a tour and a chance for them to meet their next year's homeroom teachers. We held an open house for those parents that night as well.
- The weather was "Semi" cooperative (the way the spring has been) for field days at both schools. A big thanks to Mr. S and Mr. S for arranging these fun- filled "fair/field days."
- We finished the year with a final assembly for our 4th graders. Mrs. Neil let each 4th grade homeroom pick their favorite meal and she prepared it for them (everyone actually) the final week of school. (Thanks Mrs. Neil☺) We spent the final day with just 4th grade students and their classrooms enjoying fun social activities inside and out. We finished with DQ cake and wished our 4th graders only the best at Holbrook and beyond.
- A big thanks to our PTG who continue to support the students and staff at our elementary schools.. Thank You, Thank You, Thank You☺☺
- A big thanks to the Seminary Hill Daylight Mason Lodge for donating a total of 24bikes to both elementary schools during our "Bikes for Books" event.(approximately 600 books were read)

Once again, my thanks to the Superintendent and the board of directors for another wonderful year at both elementary schools. I shall enjoy some vacation time (this year for sure!!!) at Egg Pond; leisure reading and golfing if the weather permits.

Have a restful summer and I look forward to my 19th year as an elementary principal in RSU#63 and 35th year in the district.

Respectfully submitted,
Don Spencer



Regional School Unit 63

RSU 63 is a community of learners dedicated to providing a safe, supportive, and challenging academic environment. Our students are respectful citizens and responsible stewards of our world. They are well prepared for high school with skills and a work ethic that enables them to succeed.

6/16/2022 Sharon Haskell Board Report

DRAFT

Sharon Haskell District Instructional Coach/Assistant Principal/504 Coordinator

Reflection/Recap:

Sitting here reflecting on my year, my first thoughts are of how fortunate I am to have had the opportunity to work with our 100+ employees of RSU 63. I enjoyed getting to know each of them and working alongside them. The feeling of joining this team and supporting them as instructional coach and assistant principal, is summed up quite well in this quote by Ralph Waldo Emerson. He writes "Do not follow where the path may lead, instead go where there is no path and leave a trail." My hope is that I left a well-trodden trail as a guide for future assistant principals. I look forward to working with all stakeholders in my new role as director of curriculum and instruction.

Instructional Coach:

Teachers worked tirelessly to engage our students this last month to keep them focused and engaged as they approached the end of the school year; that excitement could be felt throughout each building. Students did wonderfully balancing their end of year testing with the anticipation of field trips and festivities on the horizon. Bravo to all!

Here are some of the amazing ways teachers engage our students:

First grade took to the outside to see how shadows change at different times of day. They visited the same spot at various times during the day to sketch a chalk outline of their shadows. They even sketched the shadow of The Eddington School! Through their discussions, they made great connections about how the sun casts shadows and how those shadows change in size and location depending on the time of day.

Ms. Wright and Mrs. Petterson read a book called *May There Always Be Sunshine* by Jim Gill and sang the lovely song that goes along with it. They serenaded each student by adding their name into the song, which was such a surprise to them. Here is the link to the video if you are interested. <https://vimeo.com/29682610>

As 8th graders ended the year, they focused on technology used to explore space. They did some amazing projects around the Hubble Telescope, The International Space Station, and Apollo 11. Nice work grade 8!

Assistant Principal:

- Supported Ashley, Don and teachers at all three schools.
- Supported students with positive behavior reinforcements.
- Taken care of sub calling
- Continue to walk the halls, visit classrooms and be supportive of our teachers and students, sharing in their celebrations.
- Worked with families to ensure students' attendance.
- Co-chaired interview committee for our next assistant principal.

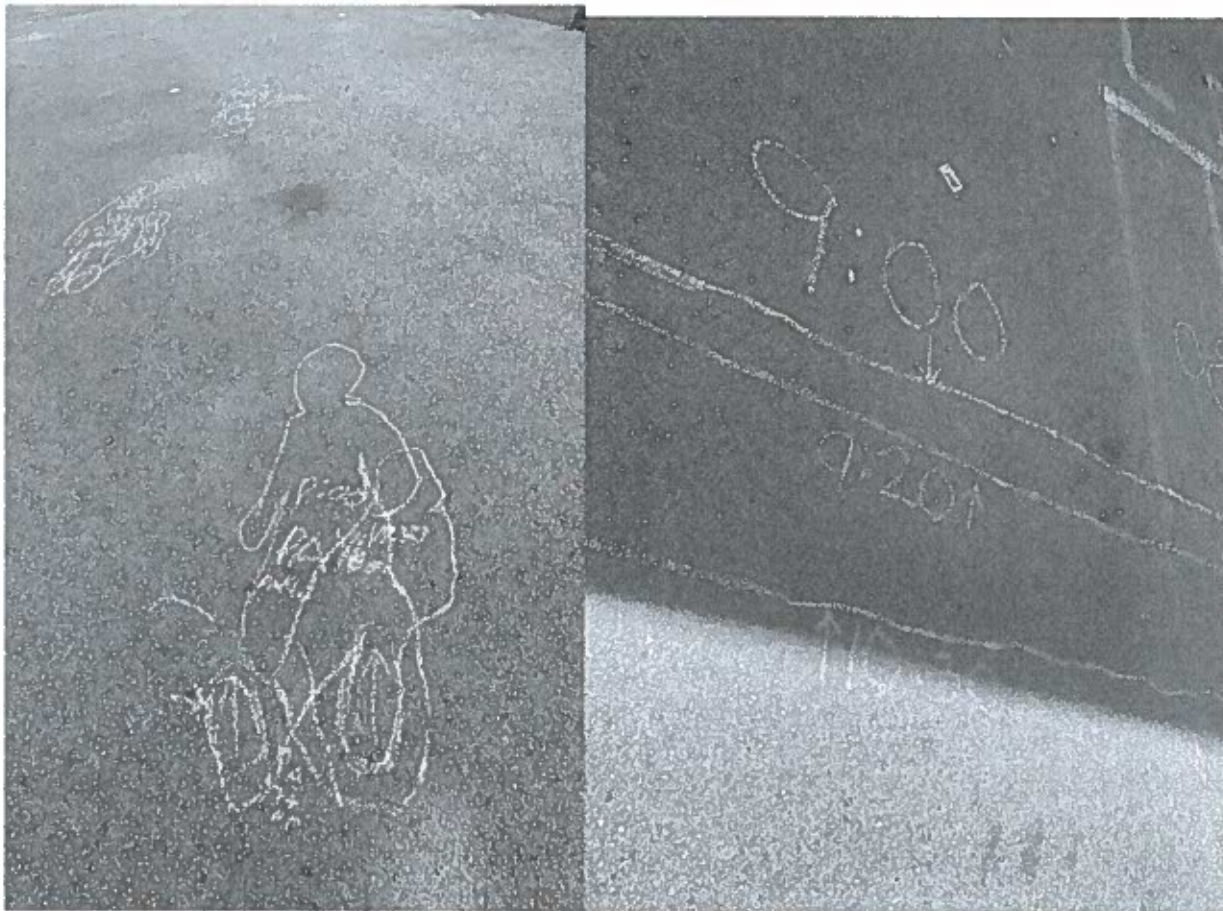
DRAFT

504 Coordinator:

- Continue to update, monitor, and discuss 504 needs with staff and families.

Respectfully submitted,
Sharon Haskell

Grade 1 monitoring the shadows created by the sun.



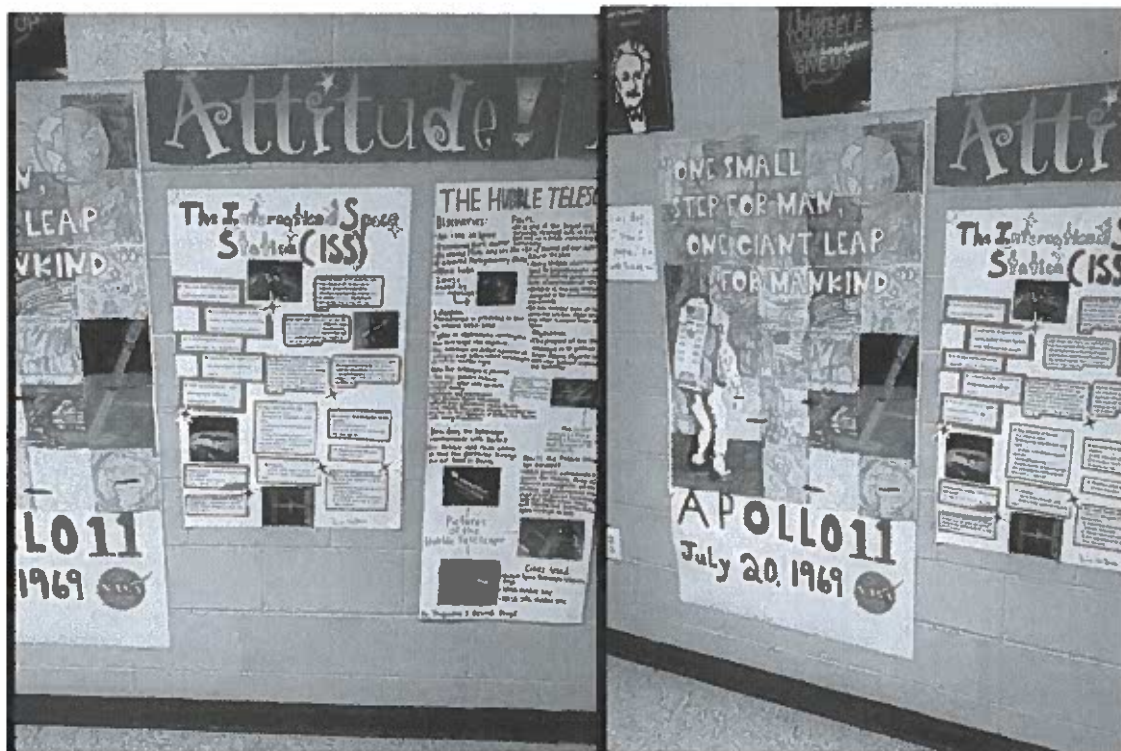
Busy out making chalk outlines!



DRAFT



May There Always be Sunshine! Priceless....





Regional School Unit 63
Clifton, Eddington, and Holden

DRAFT

RSU 63 engages all students in high quality academic and co-curricular programs in a safe and supportive learning environment so they may succeed in school and reach their fullest potential in life.

Director of Special Services Report – June, 2022

After a year of changes, it's that time to reflect, rest, and rejuvenate for our students and staff. After holding over 200 meetings this past year and preparing for student needs in the fall, I'd like to thank staff for their dedication and commitment to the education of our students. Even when students have challenges, our staff are willing to make accommodations and meet the needs of our students where they are. I truly appreciate the opportunity to work with people who are dedicated to students with disabilities and their families. It is my passion to advocate for students with special needs that drove me to work for the nonprofit Best Buddies and propelled me into a career in special education.

The interview process for open staff positions is going well. There is a high level of interest in working for RSU 63 and the quality of applicants is encouraging. The search committees will bring forward candidates to Interim-Superintendent Fulgoni as soon as possible.

Final preparations are underway for Extended School Year services. Students who need to practice skills to prevent significant regression will be attending during the summer school hours at Holden Elementary.

Respectfully Submitted,

Jesse Gauthier,
Director of Special Services



George Cummings
Technology Coordinator
p: 207.843.4316
e: gcummings@rsu63.org
www.rsu63.org

DRAFT

To: RSU 63 Board of Directors
From: George Cummings
Date: June 16, 2022
Re: Monthly Report

I submit this report to the School Board of Directors for June 2022.

Summer Technology Projects

Technology projects to be completed during the summer months is as follows:

- All District iPads, student Chromebooks, classroom Chromebooks, and servers will be cleaned and updated with the latest software updates.
- Decommission all old Chromebooks and prepare for e-waste pickup
- The Promethean boards at Holden and Eddington schools will be removed from the classroom walls and prepared for e-waste pickup
- Facilitate in the installation and configuration of the new interactive touch panels at Holden and Eddington schools
- Set up new classroom printers at Holbrook school
- Run year-end processes for Nutrikids and TylerSIS
- Update the TylerSIS database to reflect staffing changes
- Inventory and assign asset identification numbers to all new district technology assets.
- Set up and assign laptops for new staff
- Set up and configure 58 new MLTI staff and student devices
- Configure IXL, Learning Ally and Lexia for the new school year
- Create Gmail accounts for any new students and suspend accounts for students that have graduated 8th grade or are not returning for the 2022-2023 school year.
- All classroom projectors will be cleaned and bulbs replaced as needed
- Assign laptops to students in grades 5-8
- Each school's class roster file will be created and submitted for the Fall NWEA testing session

As this is a large amount of work, some of these projects may run into the school year.

Respectfully submitted,

R.S.U. # 63 SCHOOL BOARD
JUNE 2022 Board Report
Jake Morgan Transportation/Facilities

DRAFT

Transportation:

We still have one bus at O'Connor's in Augusta for recalls and they have to replace the heads on the engine. (not a recall \$). We have had to take one bus out of service because we are waiting on parts for the DEF system. They have a six month wait on this part.

May 31st the State Police inspected our buses, after the inspection the two police officers came into my office and told me that this was an outstanding inspection and they could see that our mechanic takes pride in his work and that our district should acknowledge his work.

Facilities:

Holbrook School:

Holden School: We are in the process of scheduling the generator to be hooked up October 27 & 28. The plan is to have everything in place and ready to go on October 26th. So that they can have the power shut off for a minimal amount of time.

Eddington School:

Ryan from Carpenter and I did a walk through for the building heating/ventilation project. It is going very well and they see no problem why they would not be done by September 15th.

Regional School Unit #63
202 KIDDER HILL ROAD
HOLDEN, ME 04429

Susan Smith
SUPERINTENDENT OF SCHOOLS

TELEPHONE 843-7851
FAX 843-7295

Date: June 17, 2022

From: Kelly Theriault

RE: June Board Report

DRAFT

-
- The Budget & Finance committee met on June 13, 2022.
 - We reviewed the monthly financials for May. There were no new areas of concern. We expect the board will need to use its authority to transfer up to 5% between cost centers for the System Administration, Facilities and Transportation cost centers. All other areas are within budget.
 - The Holden & Eddington roof bids were reviewed. Mr. Morgan reported no problems on reference checks for either bidder and a decision to recommend Smith Builders of Bangor for Eddington & Triumph Roofing from Amesbury, MA & Stratton, ME for Holden (bids are attached.)
 - Again, this year, we joined with the town of Holden for paving bids. We have one anticipated paving project at Eddington. As expected paving was much higher this year than last. The town awarded the combined bid to B & B Paving. For RSU #63, the Eddington project was split into two parts (A, B). Mr. Morgan recommended we award part B as there isn't enough money in the budget for Part A. Awarding part of the bid allows us to get started on the project with the funds available. The Budget & Finance Committee had more questions regarding this project and did not make a recommendation. We will discuss this further at the full board meeting.
 - FY22 we used quite a bit more Propane at Eddington and Holden (bus garage included with Holden) than anticipated. The Propane agreement for both schools was a two year contract. We will not have enough gallons to complete FY23. Mr. Morgan, Mrs. Smith and I met with Maine Energy in May to discuss this. Maine Energy offered a contract extension for the additional anticipated gallons of propane needed for both Eddington and Holden. The committee reviewed the proposed price per gallon offered by Maine Energy for the completion of FY23 and agreed to extend the current agreement with Maine Energy.
 - The next regular meeting date for the Budget & Finance committee has not been set yet.
 - Two auditors from RHR Smith were here in late May to perform the pre-audit work. Field work went well. They will return in the fall to start the full audit.
 - RM Flagg is coming next week to review the appliances in the Holbrook and Eddington kitchens. Eddington will be getting a new (much needed) dishwasher. We're pricing out replacement cost for the Holbrook steam table as well at this time. The steam table is working fine, but is very old and parts are very hard to come by. The knobs are worn and some are stripped, it took over a year to find a replacement knob that would fit. The floor mixer at Holbrook is leaking gear oil, a couple of years ago we had it serviced for this same issue. He shared at that time it was likely not worth continuing to repair. I've asked RM Flagg to look at that as well and price out a comparable unit. This one is quite large and heavy; I suspect a newer model will be smaller, lighter and more easily moved around.
 - Reports completed this month in the business office; MePERS, NSP (national school lunch program) monthly claim, Federal reimbursements.

MSAD63**Warrant Article Summary Financial YTD**

Statement Code: ArtSummFin

Account Number / Description	Revised Budget 7/1/2021 - 6/30/2022	Current Period 5/1/2022 - 5/31/2022	Reported Period 7/1/2021 - 5/31/2022	Encumbrances 7/1/2021 - 5/31/2022	Amount Remaining 7/1/2021 - 5/31/2022	Percent Remaining 7/1/2021 - 5/31/2022	Last Year Period 7/1/2020 - 5/31/2021
Subtotal Regular Instruction	\$2,789,944	\$204,024	\$2,019,255	\$27,222	\$743,467	27%	\$2,109,492
Subtotal REG 9-12	\$3,052,816	\$355,623	\$2,562,679	\$0	\$490,137	16%	\$2,522,057
Subtotal Special Education	\$1,604,850	\$139,572	\$1,235,177	\$45,915	\$323,758	20%	\$1,340,295
Subtotal Staff & Student Sppt	\$549,707	\$37,243	\$424,905	\$1,983	\$122,819	22%	\$386,945
Subtotal Facilities	\$1,124,147	\$61,171	\$1,062,941	\$40,604	\$20,602	2%	\$717,923
Subtotal Transportation	\$783,043	\$51,139	\$620,875	\$29,060	\$133,108	17%	\$598,784
Sub Total Trans to Other Units	\$0	\$6,592	\$70,866	\$2,850	\$(73,716)	---	\$83,983
Subtotal System Administration	\$356,652	\$22,378	\$328,420	\$11,123	\$17,109	5%	\$294,648
Subtotal School Administration	\$454,096	\$34,118	\$400,565	\$1,388	\$52,143	11%	\$372,747
Subtotal Other Instrn	\$66,496	\$3,462	\$36,777	\$2,752	\$26,967	41%	\$13,748
Subtotal All Other	\$30,000	\$0	\$0	\$0	\$30,000	100%	\$23
Subtotal CTE	\$0	\$0	\$0	\$0	\$0	---	\$0
TOTAL ALL EXPENSES	\$907,244	\$59,958	\$765,762	\$15,263	\$126,219	14%	\$681,166
NET REVENUE OVER EXPENSE	\$10,811,751	\$915,322	\$8,762,460	\$162,897	\$1,886,394	17%	\$8,440,645

MSAD63

Income Statement Hot Lunch

Report # 28472

Statement Code: hot lunch

Account Number / Description	Current Period	Reported Period	Encumbrances
	5/1/2022 - 5/31/2022	7/1/2021 - 5/31/2022	7/1/2021 - 5/31/2022
00000 OVERHEAD			
6000-0000-00000-4162100-950 A La Carte Sales	(51.00)	(166.00)	0.00
TOTAL 00000 OVERHEAD	\$ (51.00)	\$ (166.00)	\$ 0.00
10000 REGULAR INSTRUCTION			
6000-0000-10000-4161000-950 SCHOOL LUNCH - DAILY CASH SALE	(245.76)	(2,927.71)	0.00
6000-0000-10000-4325000-950 HOT LUNCH - STATE SUBSIDY	0.00	(65,686.93)	0.00
6000-0000-10000-4454900-950 SUMMER FOOD PROG	0.00	(1,842.00)	0.00
6000-0000-10000-4456100-950 Supply Chain Asst Revenue	0.00	(12,494.18)	0.00
TOTAL 10000 REGULAR INSTRUCTION	\$ (245.76)	\$ (82,950.82)	\$ 0.00
31000 FOOD SERVICE OPERATIONS			
6000-0000-31000-5118000-950 HOT LUNCH - WAGES	10,454.49	93,022.36	2,521.02
6000-0000-31000-5202040-950 UNEMPLOYMENT	39.78	230.87	0.00
6000-0000-31000-5208000-950 HOT LUNCH - BENEFITS	1.16	844.86	0.00
6000-0000-31000-5208010-950 REGULAR E/E - HEALTH	1,919.00	26,956.69	0.00
6000-0000-31000-5208015-950 REGULAR E/E - DENTAL	161.20	771.16	0.00
6000-0000-31000-5208020-950 REGULAR E/E - OASDI/MCR	149.23	1,315.94	0.00
6000-0000-31000-5218000-950 FICA/MEDI	638.16	5,626.52	0.00
6000-0000-31000-5238000-950 RETIREMENT CONT/REGULAR E/E	10.72	128.64	0.00
6000-0000-31000-5600020-950 SCHOOL LUNCH EQUIPMENT	0.00	1,857.43	0.00
6000-0000-31000-5630000-950 HOT LUNCH - FOOD PURCHASES	15,722.26	109,693.26	0.00
6000-0000-31000-5630030-950 SNACK	0.00	472.61	0.00
6000-0000-31000-5630035-950 AFTERSCHOOL SNACK	0.00	613.49	0.00
6000-0000-31000-5631000-950 HOT LUNCH - NON - FOOD PURCHASE	576.47	19,463.32	0.00
6000-0000-31000-5890000-950 Repairs	0.00	1,268.00	0.00
TOTAL 31000 FOOD SERVICE OPERATIONS	\$29,672.47	\$262,265.15	\$2,521.02
31200 A LA CARTE			
6000-0000-31200-5630000-950 A LA CARTE FOOD	0.00	40.23	0.00
TOTAL 31200 A LA CARTE	\$ 0.00	\$ 40.23	\$ 0.00
31600 Afterschool Snack			
6000-0000-31600-4437000-950 CNP afterschool Snack	0.00	(172.75)	0.00
TOTAL 31600 Afterschool Snack	\$ 0.00	\$ (172.75)	\$ 0.00
31700 Seamless Summer-SSO			
6000-0000-31700-4455300-950 CNP Fed Lunch Reimb	(68,264.77)	(155,478.27)	0.00
6000-0000-31700-4455400-950 CNP Fed Breakfast	0.00	(27,117.06)	0.00
TOTAL 31700 Seamless Summer-SSO	\$ (68,264.77)	\$ (182,595.33)	\$ 0.00
GRAND TOTAL	\$ (38,889.06)	\$ (3,579.52)	\$2,521.02

DRAFT

Bidder	Contact	Email and Phone	Address	Eddington Roof Bid Price
Smith Builders	Chris Smith	Roofing.smithbuilders@gmail.com	819 Essex Street Bangor, ME 04401	\$34,900
Triumph Roofing, Inc	Eric Garlisi	triumphroofinginc@yahoo.com 774-345-0826	1 Deer Island St. Amesbury, MA & 29 Checkerberry Lane Stratton, ME	\$42,000
GR Roofing, LLC	Jeremiah D. Emerson	jdemerson@gwi.net grroofing@gwi.net 207-262-5818	14 Coffin Avenue Brewer, ME 04412	\$70,550
Williams Construction	Jarrold Williams	Roofthis2956@gmail.com 207-478-7100	20 Green Point Road Brewer, ME 04412	\$36,390
A.M. Construction and Roofing, Inc.	Andrew Michaud	Amconstruction.andrew@gmail.com 207-551-6235	162 W. Presque Isle Road. PO Box 1088 Caribou, ME 04736	\$86,745
Maine Highlands Contracting	Brock Starbird	bstarbird@contractingmaine.com 207-478-9248	795 Lily Bay Road, Unit 301 BeaverCove, ME 04441	\$108,700

DRAFT

Bidder	Contact	Email and Phone	Address	Holden Roof Bid Price
Triumph Roofing, Inc	Eric Garlisi	triumphroofinginc@yahoo.com 774-345-0826	1 Deer Island St. Amesbury, MA & 29 Checkerberry Lane Stratton, ME	\$66,000
Smith Builders	Chris Smith	Roofing.smithbuilders@gmail.com	819 Essex Street Bangor, ME 04401	\$72,875
Williams Construction	Jarrold Williams	Roofthis2956@gmail.com 207-478-7100	20 Green Point Road Brewer, ME 04412	\$63,560
GR Roofing, LLC	Jeremiah D. Emerson	jdemerson@gwi.net grroofing@gwi.net 207-262-5818	14 Coffin Avenue Brewer, ME 04412	\$133,000
Maine Highlands Contracting	Brock Starbird	bstarbird@contractingmaine.com 207-478-9248	795 Lily Bay Road, Unit 301 BeaverCove, ME 04441	\$169,700
A.M. Construction and Roofing, Inc.	Andrew Michaud	Amconstruction.andrew@gmail.com 207-551-6235	162 W. Presque Isle Road. PO Box 1088 Caribou, ME 04736	\$187,840

Budget and Finance Committee Meeting 05/10/2022

Members Present In Person: Tracy Bigney, Cherie Faulkner, and Linda Graban

Also Present In Person: Kelly Theriault, Holly Whitmore, Ben Breadmore, and Ryan Carey

Also Present Remotely: Tracy Roberts and Katherine Morelli

Called to Order: 5:34pm

FY22 Financials:

Cost Center Summary: Cherie Faulkner asked how much legal was over and if there was enough budgeted for next fiscal year. Kelly Theriault, RSU 63 Business Manager advised legal is always a bit of a guess as the need changes year to year. The District may not use any one year and have a large need the next year. She reminded the committee this fiscal year had a much larger need year with negotiations, the purchase of the bus garage, and personnel matters.

April Financials FY22 Detail: Tracy Bigney asked why some benefit lines seemed unspent. Kelly Theriault stated it is usually one of two things. In our accounting system the account structures are not set up correctly and the object code has eight characters, rather than five. Benefit levels sometimes allocate to different lines than budgeted. Ms. Theriault provided example lines. She continued, the other reason could be for small items (i.e., unemployment compensation). The Purchase Order is done for the year, rather than allocate a percentage across 50+ lines every invoice, the accounts payable clerk spends down whole lines first.

Hot Lunch: No concerns or questions.

Policy DJB – Purchasing Procedures: Kelly Theriault advised this policy is recommended to be rescinded because it is a procedural item and does not need to be a policy. Tracy Bigney agreed this does not need to be a policy. Recommendation from Budget and Finance Committee will be to rescind at the May 16, 2022 Board Meeting. Policy Committee has also reviewed this policy and recommends to rescind.

FY23 Budget Adjustment(s): Small adjustment needed from negotiation committee. The change is an increase of \$47,000 (regular instruction increase of \$37,000 and special education increase of \$10,000) and will not impact the town assessments. We will add to the undesignated surplus for the offset. The bottom line of the budget will change. Kelly Theriault asked if the committee is okay with the proposed change. The committee agreed with the change. A new version 4 will be sent to the full Board on May 11th.

Revision Energy: Kelly Theriault shared the questions and responses from Revision Energy and responses from Aga Dixon from Drummond and Woodsum. Ms. Dixon will participate in the May 16, 2022 Board meeting to answer any further questions. Cherie Faulkner shared her concern for the twenty-year contract. Tracy Bigney asked if this information could be shared with the Board before the meeting on Monday. Mr. Breadmore stated the savings proposed for RSU 63 is significant. Mr. Breadmore stated these projects are a long process. Linda Graban stated Clifton is building a solar array and is permitted. Ryan Carey, Holden resident and Council Chair, works for the Town of Hampden as the Code Enforcer has worked with Revision on building this project. He shared his support for participating in this project and stated it is more typical for contracts like this to be a 30-year commitment or more. Cherie Faulkner felt our District was solicited and was suspicious of the intent. Kelly Theriault shared that Tina Meserve was a former Superintendent and more than likely felt comfortable reaching out knowing the energy cost for school districts and municipalities. Ms. Meserve contacted several area schools with this proposal. Tracy Bigney stated she was in favor of joining the array, but felt we should review the percentage the District commits to. Short discussion on consolidating schools and electric buses took place. Linda Graban gave Ms. Theriault the name of the Clifton solar project to look into and stated it is on the town website.

Other: Kelly Theriault shared the draft FY23 Warrant Articles. They will go to the Board for approval on May 16, 2022. Kelly Theriault also shared the Ballot and explained the questions, specifically question 2, budget validation process. This question is asked on the ballot every three years. Ms. Theriault pointed out the updated summary with the technology inclusion that will be shared with the public.

Next Meetings

- Monday, June 13, 2022 at 5:00pm

Adjourned: 6:18pm



Regional School Unit 63
Clifton, Eddington, and Holden

DRAFT

RSU 63 is a community of learners dedicated to providing a safe, supportive, and challenging academic environment. Our students are respectful citizens and responsible stewards of our world. They are well prepared for high school with skills and a work ethic that enables them to succeed.

Jared Fulgoni
Interim Superintendent of Schools

Kelly Theriault
Business Manager

TO: RSU 63 BOARD of DIRECTORS
FROM: JARED FULGONI, INTERIM SUPT OF SCHOOLS
RE: REPORT TO BOARD
DATE: 06/27/2022

It is my pleasure to be serving as your Interim Superintendent of Schools. Over the past few weeks, I have been meeting with parents, teachers, administrators, and community members in an effort to try to understand the desired direction of the District. I have visited the schools and was able to participate in a Friday assembly at Eddington Elementary and the 8th grade graduation ceremony.

I met with Judy Sanders and members of the Strategic Planning Advisory Committee to discuss how we will be moving forward with the development of the District's Strategic Plan (that we will discuss further at upcoming meetings). I have also been traveling around the district communities to introduce myself to the town offices as well as the Chiefs of Police and Fire Dept.

Agenda Items:

Action Item - New Business 4. It is requested that the Board authorize the Superintendent to hire faculty/staff members over the summer as a delay may cause us to lose candidates. The Superintendent will provide a report to the Board on the new hires and apprise the Chair of any issues that may arise.

For Informational Purposes - New Business 5. I have met with the Chiefs and have discussed setting up meetings to review and revise the school safety plans. As a certified ALICE (Alert Lockdown Inform Counter Evacuate) trainer, I will be training all district personnel in active shooter response. Further, as part of our summer meetings the administrative team will be trained in threat assessment. It is my recommendation that the security committee be revitalized for the purposes of updating our plan on current best practices for school safety and security and that the committee reports periodically to the Board.

For Informational Purposes - New Business 6. It is recommended to continue the practice of having a remote board meeting option as it facilitates transparency and may allow greater participation of the public at large.

**Interim Superintendent Search Committee
Meeting Minutes
Thursday, April 21, 2022**

Members Present via Google Meet: Tracy Bigney, Linda Graban, Cherie Faulkner, and Tracy Roberts

Called to Order: 5:32pm

Review of Cost Summary Proposal: The committee reviewed the Cost Summary provided by MSMA. In depth discussion took place regarding how to best gain input from key stakeholders (parents, administrators/teachers/staff, community). Plan to recommend to full board that a survey be sent to community members, parents, teachers/staff/administrators to collect data on the characteristics and qualifications desired in the next Superintendent. Listening session to be scheduled with new Board and offered to teachers/staff/administrators with a minimum number needed for attendance.

Questions were raised regarding "Brochure Development" and two advertising platforms. **ACTION ITEM:** Tracy Roberts will speak with Steve Bailey and learn more about these items and seek any recommendations he may have.

Discussion regarding funds budgeted for search. **ACTION ITEM:** Cherie Faulkner to confirm the amount for planning purposes. The need to include possible travel expenses was discussed. The first round of interviews will be scheduled remotely with plan to bring final one or two candidates in-person for interview with full board.

ACTION ITEM: Recommendations for MSMA services to assist with Superintendent search to be presented at next board meeting. Tracy Roberts/Cherie Faulkner to present.

Superintendent Job Description: The committee reviewed the current Superintendent job description. After discussion it was decided that committee will include job description development and samples with the list of services MSMA will assist in.

Superintendent Job Application: The committee was sent in advance the Superintendent Job Application for review. The non-discrimination statement was updated to include all state and federal categories. Question from the committee regarding why the non-discrimination statement at the beginning of application as often seen at the end. **ACTION ITEM:** Tracy Roberts will inquire as to the reasoning and ask to move to end if possible.

Next Meeting: The committee agreed to hold on setting a meeting date until Tracy Roberts can speak with Steve Bailey. If Steve Bailey is available, Tracy Roberts will see if he can join the next meeting to answer questions from the meeting.

Meeting adjourned: 6:50pm

**Interim Superintendent Search Committee
Meeting Minutes
Thursday, May 5, 2022**

Members Present via Google Meets: Tracy Bigney, Linda Graban, Cherie Faulkner, and Tracy Roberts

Community members present: Benjamin Breadmore, Holden Town Manager

Called to Order: 6:10pm

Meeting called to order by Tracy Roberts. Motion requested to revise agenda to move Interim Superintendent Search to the end of the agenda as the committee will need to move into executive session to discuss candidates.

Motion made by Cherie Faulkner, second by Tracy Bigney, to move Interim Superintendent Search to the end of the agenda.

Discussion: None

Vote: 4 Approved; 0 Opposed (Unanimous approval)

Permanent Superintendent Search: Steve Bailey, MSMA, was on vacation last week so he was unable to schedule his attendance at the committee meeting. Tracy Roberts spoke with Steve Bailey and relayed the following from their discussion:

- **Brochure Development:** This is created by MSMA and highlights our district, schools, and what the district has going on. It is an opportunity to peak interest in the position and is sent out to schools, potential candidates, etc. It is used as a marketing tool. An alternative is including a link to our district website for candidates.
- **Advertising Platforms (EdWeek online, AASA Premium Job Flash):** These are national search platforms. If the committee wants to attract candidates from out-of-state then Mr. Bailey recommends a national search and using these platforms. If the committee only wants a candidate from Maine, then this platform is not likely needed. The premium piece keeps the posting at the top of the page so it doesn't get buried as new postings are added.
- **Superintendent Job Description:** MSMA can assist with the creation of a job description. Tracy Roberts sent Steve Bailey the current job description. The timeline was discussed and Steve Bailey is confident we can keep to the timeline even with updating the job description.
- **Involvement of Key Stakeholders in Search Process:** Steve Bailey recommends forming a subcommittee of the search committee for interviews (interview committee) that will assist the search committee in interviews and determining what candidates should be presented to the full board for consideration. The search committee will select the candidates for interviews. This is different from the Interim Superintendent search as Interim role is more limited/narrow and time sensitive and the search committee can conduct interviews and present final candidates to full board.

How large is the scope of the planning?

What is the focus of the committee? Academics

What parts of education will we focus on - all - academics, behavior etc.?

Accountability and Goal Measurement

How will outcomes be utilized

Expectations for students, staff, as well as families.

How do we measure where we are and our progress?

How do we ensure this isn't just taking up space on the shelf?

Accountability for goals we set and for expected behaviors from all.

What long term checks & balances are there to measure our progress toward our goals?

Stakeholder Involvement

How can I best contribute?

How do we keep people involved?

Will children/students be directly involved?

- The Team drafted their working agreements
- The Team reviewed relevant RSU 63 existing planning docs
- The facilitator, Judy Sanders, gave an overview of the planning process ahead and relevant docs
- The team tentatively agreed upon Aug. 20 for the visioning event and will check with the board for feedback.

❖ **Next Steps:**

- A tentative date for the invitation process Zoom meeting is TBD.
- Jamie Pangburn will look for an air-conditioned event venue in the area.
- Judy Sanders will develop a draft agenda for the visioning event and share it with the team.
- Judy will develop a google folder to house all team documents and will share it with the team members.
- Judy will touch base via phone with Jared Fulgoni next week.

❖ **Team Member Session Written Feedback:**

What went well:

- Good interaction between team members. We have a much better picture of the process. Very well organized and we achieved all outcomes.
- Clear objectives and active activities to engage everyone and share
- Really great job keeping things positive and on task. Knowing limitations but being flexible with what works for us.
- Meeting and talking in groups, handouts and examples were great
- Good input from all. Involvement.
- Location & Communication with peers
- Great dialogue and communication. Thanks for your time!
- It was a good group of sincere folks and it went extremely well.
- The information was given in a way that made sense and at the end it made sense - a single document that bullets the steps.
- Collaboration with teammates. Explanation of process.
- Getting to know other team members. Reviewing the district's current goals and vision.

What do you wish had been done differently:

- NA
- Wish I had had some of the material ahead of time to form questions.
- Wish I had our goals sooner and some of the handouts sooner to look over.
- An afternoon break- 5 mins. Thank you! It was excellent!
- Move more. Had me brainstorm dates & location before.
- Nothing at this point in the process.
- Maybe more feedback on what we did well, but honestly Great.
- Nice space, but a little bigger would have been better. Some logistical planning would work better in small groups.
- If the planning process explanation sheet and the roles and responsibilities for the process were read and discussed at the beginning would have made it easier to understand the process.
- Brainstorm more. Had me brainstorm dates & locations before.
- Explanation of the full process in the beginning. Some documents didn't seem like they were needed. Group discussion (ex: vision community event documents).
- Other ways to call on people to share. While I love to share, I'm also aware of my airtime and as my team's appointed sharer, I talked a lot. Like calling sticks and then every person shares their turn.

- Closure: 5:15

**REGIONAL SCHOOL UNIT NO. 63
COMPUTATION AND DECLARATION OF VOTES**

The total number of votes cast in all of the municipalities within Regional School Unit No. 63 (the "District") in the affirmative and in the negative on Question 1 and Question 2 of the Warrant and Notice of Election of the District Budget Validation Referendum held June 14, 2022, relating to the adoption of the District's 2022-2023 budget is as follows:

QUESTION 1

	<u>AFFIRMATIVE</u>	<u>NEGATIVE</u>	<u>Blanks</u>
Town of Clifton	55	41	
Town of Eddington	230	104	15
Town of Holden	309	97	17
<i>TOTAL</i>	594	242	32

The School Board hereby declares that Question 1 has **Passed**.

QUESTION 2

	<u>AFFIRMATIVE</u>	<u>NEGATIVE</u>	<u>Blanks</u>
Town of Clifton	67	29	
Town of Eddington	244	94	11
Town of Holden	301	105	17
<i>TOTAL</i>	612	228	28

The School Board hereby declares that Question 2 has **Passed**.

Dated: June 27, 2022

Heather Lander

Heather Grass

Cherie Faulkner

Linda Graban

Tracy Bigney

Tracy Roberts

Matthew Campbell

Steven Carr

A majority of the School Board of Regional School Unit No. 63

A true copy, attest:

Jared Fulgoni, Secretary

**RSU 63
SCHOOL BOARD MEETING SCHEDULE
2022-2023**

DATE	TIME	LOCATION
July 2022 (TBD) (Board Workshop/Orientation)	5:30pm	TBD
Monday, August 22, 2022	6:30pm	Holbrook Middle School
Monday, September 26, 2022	6:30pm	Holden Elementary School
Monday, October 24, 2022	6:30pm	Eddington Elementary School
Monday, November 28, 2022	6:30pm	Holbrook Middle School
Monday, December 19, 2022 (if needed)	6:30pm	Holden Elementary School
Monday, January 23, 2023	6:30pm	Eddington Elementary School
Monday, February 27, 2023	6:30pm	Holbrook Middle School
Monday, March 27, 2023	6:30pm	Holden Elementary School
Monday, April 24, 2023	6:30pm	Eddington Elementary School
Monday, May 22, 2023	6:30pm	Holbrook Middle School
Monday, June 26, 2023	6:30pm	Holden Elementary School

Approved:

2022-2023 Board Committee/Assignments

Chair: _____

***Must be elected**

Vice Chair: _____

***Must be elected**

Budget and Finance Committee:

***Must be elected**

1. _____
2. _____
3. _____

Warrant Officers:

***Must be elected**

1. _____
2. _____

Policy Committee:

1. _____
2. _____
3. _____

Strategic Planning Advisory Committee

1. Jaime Pangburn, Chair (serving in a Parent/community member role)
2. Tracy Bigney
3. Tracy Roberts
4. Matt Campbell
5. Cherie Faulkner
6. Linda Graban

Southern Penobscot Regional Program for Children with Exceptionalities (SPRPCE) Board Member:

Alternate: _____

United Technology Center (UTC) Board Member:

(represents RSU 63, Dedham, Orrington, & Airline)

1. David McCluskey (still needs to be confirmed)

Board Representative to Student Wellness Committee: _____

Board Representative to Dropout Prevention Committee: _____

Brewer High School Liaison: _____

John Bapst Memorial High School Liaison: _____

Hampden Academy Liaison: _____

Bangor High School Liaison: _____