

MINUTES

BANGOR SCHOOL COMMITTEE REGULAR MEETING 7:00 p.m., Wednesday, December 15, 2021

School Committee members present: Chair Marwa Hassanien, Vice Chair Timothy Surrence, Carin Sychterz, Clare Mundell, Sara Luciano, Susan Sorg and Ben Sprague.

A. 1 & 2. The meeting was called to order at 7:00 p.m. by Chair Hassanien, and the Pledge of Allegiance followed.

B. VOTED 7-0 by roll call vote to allow the following adjustments to the agenda:
D. 1.a. Capital Bond and Future Capital Purchases.

D. 1. a. Superintendent Tager recommended ratification of the 2021-2024 Teacher Contract.

VOTED 7-0 by roll call vote to approve the ratification of the 2021-2024 Teacher Contract as presented.

b. Director of Business Services Jerry Hayman updated the School Committee on Capital Bonds and Future Capital Purchases.

Superintendent Tager recommended approval of the total cost of the final projects at Bangor High School.

Roofing:	\$5,122,000
Electrical:	\$3,923,000
Generator (estimated)	\$1,000,000

The new debt would be net of our capital reserve savings and the revolving loan fund.

VOTED 7-0 by roll call vote to recommend approval for the total costs of final projects at Bangor High School.

2. a. Bangor School Counselors reported on what they are doing to support the college application process.

b. Superintendent Tager reported the following resignations:

Liela Johnson	Speech/Language Pathologist	William S. Cohen School
Tammy Wyman	Special Education Teacher	William S. Cohen School
Danielle Stockinger	Board Certified Behavior Analyst	Districtwide
Liza Buck	A Softball Coach	James F. Doughty School
Kasey Gray	B Softball Coach	James F. Doughty School
Chris Bombardier	A Baseball Coach	James F. Doughty School
Sarah Freeman	Asst. Varsity Softball Coach	Bangor High School

To James F. Doughty School from Julie Quinn, a cash donation for Doughty Cheering, having a total dollar value of \$200.

To all Eleven Bangor Schools from Susan Sorg, a cash donation in the amount of \$200 per school to support students, having a total dollar value of \$2,200.

VOTED by roll call vote 7-0 to approve the donations with great appreciation.

- E. 2. a. Superintendent Tager recommended first reading of revised Policy JLA – Local Wellness Program.

VOTED by roll call vote 7-0 to accept the first reading of revised Policy JLA – Local Wellness Program.

- F. 1. Member Sychterz asked about high school schedule. Principal Butler previewed ideas.

Member Surrette was complementary of Superintendent along with Chair Hassanien.

Member Surrette shared thoughts on Bangor Regional.

Member Sychterz complemented teachers for efforts, and previewed Ed. Tech. negotiations settling.

Member Luciano inquired about dropout prevention. Superintendent Tager will research and get back with her.

Chairperson Hassanien reviewed DEI information. Superintendent Tager will share John Hopkins summary with School Committee on January 12th.

Student Member Sauda shared updates on high school happenings.

- H. 1. Chair Hassanien reviewed the important dates.

- J. Meeting adjourned at 8:35 p.m.

Respectfully submitted,



James Tager
Superintendent of Schools

MINUTES

BANGOR SCHOOL COMMITTEE REGULAR MEETING

7:00 p.m., Wednesday, January 12, 2022

School Committee Members present: Chair Marwa Hassanien, Vice Chair Timothy Surrette, Sarah Luciano, Clare Mundell, Susan Sorg (Zoom), Ben Sprague, Carin Sychterz.

- A. 1. & 2. The meeting was called to order at 7:00 p.m. by Chair Hassanien and the pledge of allegiance followed.**
- B. Superintendent Tager requested to amend the agenda to add:**
D.2.g. Update of CDC Guidelines
VOTED 7-0 by roll call vote to amend the agenda as requested.
- C. Public Comments:**
Michael Norton shared that he had a substitute application in process.
- D. 1. a. Superintendent Tager recommended ratification of the 2021-2024 Educational Technicians Contract.**
VOTED 6-0 by roll call vote to approve the ratification of the 2021-2024 Educational Technicians Contract as presented. Member Sorg abstained.
- D. 2. a. Principal Paul Butler, Director of Athletics Steve Vanidestine, and Dr. Peter Cummings provided information to the Committee regarding TB12 and the donation of fitness equipment to the athletic department.**
- b. Principal Butler updated the Committee on the Bangor High School schedule for the 2022-2023 school year.**
- c. BHS Title IX and Affirmative Action Officer Dana Carver Bialer explained the Summation Report of the Johns Hopkins School Culture Survey 360 that was completed this fall.**
- d. Superintendent Tager reviewed the Budget Filters per Policy DBA and the Budget Timeline.**
- e. Superintendent Tager reported the following reassignment(s):**
Kelly Ellis, Music Teacher at (.5) Fairmount, (.4) Mary Snow, and (.1) Bangor Regional Program to (.5) Fairmount and (.5) Mary Snow School.
- f. Superintendent Tager reported the following resignation(s):**
Sabrina Illingworth (.25) IEP Coordinator Bangor High School

Carmin Curry	Sp Ed Department Head	Bangor High School
Nicole Pinkham	Sp Ed Department Head	Bangor High School

- g. Special Education Director Christy Babin updated the Committee on the new CDC Guidelines with more changes to follow.
- E. 1. a. 1. VOTED 7-0 by roll call vote to approve the Minutes of the December 15, 2021 Regular School Committee Meeting with the one change that was discussed.

- c. Superintendent Tager recommended Committee approval of the following Extra-Duty Assignment(s) for school year 2021-2022:

Denise Simoneau	(.5) Civil Rights Advisor	JFDS
Lauren O'Reilly	(.5) Civil Rights Advisor	JFDS
Kari Thurman	B Cheering Coach	JFDS
Sarah Freeman	A Softball Coach	JFDS
Mike Corneil	B Softball Coach	JFDS
Troy Varney (1 st yr)	A Baseball Coach	JFDS
Nancy Watson	Library Study Coord	Bangor High School
Scott Clement	AP Coordinator	Bangor High School
Marisue Schuiling	(.5) LGBTQ+ Advisor	Bangor High School
Emile Throckmorton	(.5) LGBTQ+ Advisor	Bangor High School
Michele Benoit	Mountain Bike Club	Bangor High School
Carl Robbins	(.5) Maine Quiz Bowl	Bangor High School

VOTED 7-0 by roll call vote to approved the nominations as presented.

- c. 1. VOTED 7-0 by roll call vote to accept the second reading of the following revised policy:

1. Revised Policy JLA – Local Wellness Program

- d. Committee Sara Luciano shared the following donation(s):

To Bangor High School from the University Credit Union, Food for the Bangor High School Food Cupboard, having a total dollar value of \$200.

To Bangor High School from Peter Cummings, M.D., CEO Veritas Sports Injury Research Network, TB12 Sports Fitness Equipment, having a total dollar value of \$4,000.

To William S. Cohen School from Teacher Tammy Cormier, a cash donation to support Cohen students during the holidays, having a total dollar value of \$100.

To William S. Cohen School from Teacher Kristen Guite, a cash donation to support Cohen students during the holidays, having a total dollar value of \$100.

To William S. Cohen School from Teacher Trisha Smith, a cash donation to support Cohen students during the holidays, having a total dollar value of \$100.

To William S. Cohen School from Teacher Deborah Sykes, a cash donation to support Cohen students during the holidays, having a total dollar value of \$100.

To William S. Cohen School from Teacher Carolyn Vose, a cash donation to support Cohen students during the holidays, having a total dollar value of \$100.

To William S. Cohen School from Teacher Karen White, a cash donation to support Cohen students during the holidays, having a total dollar value of \$100.

To William S. Cohen School from Jon and Gail Cota, Next Home Experience, a cash donation to support students, having a total dollar value of \$2,000.

To Downeast School from Bangor Savings Bank, Snacks and Meals, having a total dollar value of \$400.

To Downeast School from the Charleston Church, Coats for Students, having a total dollar value of \$500.

To Downeast School from Target, Backpacks and Lunch Boxes, having a total dollar value of \$500.

To Vine Street School from Nicholas and Erin Martinez, a cash donation to support the full day PreK Program, having a total dollar value of \$150.

To Abraham Lincoln School from the Salvation Army, mittens and scarves, having a total dollar value of \$425.

VOTED 7-0 to approve the donations with great thanks and gratitude.

E. 2. a 1-11. Superintendent Tager recommended the first reading of revised policies:

1. Revised Policy AC – Nondiscrimination and Affirmative Action
2. Revised Policy GCBA-1 – Tutor Compensation Guide
3. Revised Policy GCCA – Recruiting and Hiring of Administrative Staff
4. Revised Policy GCEA – Substitute Compensation Guide
5. Revised Policy GDB-6 – Executive Office Compensation Guide
6. Revised Policy GDB-7 – Support Staff Compensation Guide
7. Revised Policy GDB-9 – Supplemental Compensation Guide
8. Revised Policy GDB-10 – Education Technology Staff Compensation Guide
9. Revised Policy JGE – Expulsion of Students
10. Revised Policy JICIA – Weapons, Violence and School Safety
11. Revised Policy KNAG – Reporting Child Abuse and Neglect

VOTED 7-0 by roll call vote to approve the revised policies as presented.

H. Chair Hassanien asked about committees being crossed out. Superintendent Tager explained the difference between Standing Committees vs. Advisory Committees. He stressed that all committees are to be valued.

Member Luciano shared the purpose of the Dropout Prevention Committee and progress with empathy. She mentioned the Graduation Coach is a positive light.

Member Sorg told the Committee that United Technology Center (UTC) is at full capacity.

Member Mundell reviewed the DEI Committee progress, including four subcommittee's work on Equity, Hiring, Mentoring, and Curriculum.

H. Chair Hassanien reviewed the important dates.

I. Member Sychterz asked the Principals to introduce themselves for the new school committee members.

Member Sprague is seeing positive news stories about the Bangor School Department. He encouraged proactive sharing of "The School Story."

Member Mundell expressed connecting with the community regarding the Johns Hopkins survey.

Member Mundell thanked crossing guards, specifically Ed Tech James Fahey.

J. The meeting adjourned at 9:07 p.m.

Respectfully Submitted,



James R. Tager
Superintendent of Schools

MINUTES

BANGOR SCHOOL COMMITTEE REGULAR MEETING

7:00 p.m., Wednesday, January 26, 2022

The policy workshop began at 6:30pm in the City Hall conference room. Chair Marwa Hassanien, Vice Chair Timothy Surette, Sara Luciano, Clare Mundell, Ben Sprague, Carin Sychterz attended. Member Sue Sorg was unable to attend.

The Superintendent reviewed policies with the committee members, members asked questions and voiced their opinions on the recommendations.

The workshop ended at 6:55p.m., and the Committee recessed until 7p.m.

School Committee Members present: Chair Marwa Hassanien, Vice Chair Timothy Surette, Sara Luciano, Clare Mundell, Ben Sprague, Carin Sychterz. Susan Sorg was unable to attend

- A. 1. & 2. The meeting was called to order at 7:00 p.m. by Chair Hassanien and the pledge of allegiance followed.
- B. Adjustments to the Agenda:
None
- C. Public Comments:

Michael Norton shared that he believes students are losing out on travel opportunities. Additionally, he spoke about his desire to substitute teach in the district.
- D. 2. a. Food Service Director Noelle Scott presented an update on the Food Service Program.
 - b. Superintendent Tager presented an update on the Advisory Committee.
 - c. Superintendent Tager presented an update on the Bangor Day results.
 - d. Superintendent Tager reported the following resignations:

Breanna Bragan (.7)Occupational Therapist (.5)BRP (.2)District
- E. 1. a. 1. VOTED 6-0 by roll call vote to approve the Minutes of the January 12, 2022 Regular School Committee Meeting.
 - b.1. VOTED 6-0 by roll call vote to approve the November 2021 Financial Report.
 - c.1.a. Superintendent Tager recommended Committee approval of the following Extra-Duty Assignment(s) for school year 2021-2022:

Susannah Owen (.5) Maine Quiz Bowl BHS

VOTED 6-0 by roll call vote to approved the nominations as presented.

d. 1-11. VOTED 6-0 by roll call vote to accept the approval of the following revised policies:

1. Revised Policy AC – Nondiscrimination and Affirmative Action
2. Revised Policy GCBA-1 – Tutor Compensation Guide
3. Revised Policy GCCA – Recruiting and Hiring of Administrative Staff
4. Revised Policy GCEA – Substitute Compensation Guide
5. Revised Policy GDB-6 – Executive Office Compensation Guide
6. Revised Policy GDB-7 – Support Staff Compensation Guide
7. Revised Policy GDB-9 – Supplemental Compensation Guide
8. Revised Policy GDB-10 – Education Technology Staff Compensation Guide
9. Revised Policy JGE – Expulsion of Students
10. Revised Policy JICIA – Weapons, Violence and School Safety
11. Revised Policy KNAG – Reporting Child Abuse and Neglect

e. Committee Sara Luciano shared the following donation(s):

To Downeast School from the First Assembly Bangor Church, Snacks, Mittens and Gloves, having a total dollar value of \$400.

VOTED 6-0 to approve the donations with great thanks and gratitude.

F. 1. Member Clare Mundell shared information regarding the mental health committee.

Member Ben Sprague and Member Carin Sychterz commended Vine Street School on the recent Pre-K news article.

Member Carin Sychterz requested a presentation on the Title programs, including money shared with private schools, at a future meeting.

Chair Marwa Hassanien will share DEI information at the next meeting.

Chair Marwa Hassanien shared Carolyne's student member report.

Member Sara Luciano had questions regarding masks, Christy Babin responded.

H. 1. Important dates were reviewed.

J. The meeting adjourned at 7:38 p.m.

Respectfully Submitted,



James R. Tager
Superintendent of Schools

BREWER SCHOOL COMMITTEE REGULAR MEETING MINUTES

Monday, December 6, 2021

6:00 pm

Committee members present: Mr. Boyes - Chair, Mr. Forrest - Vice Chair, Mr. Damon, Mr. Umel, Lindsey Baker - Student Representative, Emma Butterfield - Student Representative

Committee members absent: Ms. Small

- A. Mr. Boyes called the meeting to order at 6:04 PM.
- B. Pledge of Allegiance
 - a. Following the Pledge, Chairperson Boyes asked for a moment of silence for Brewer families who have had a loved one, including several parents of Brewer School Department students, who have passed away in the 2021 calendar year.
- C. Adjustments to the Agenda (action required)
 - a. Superintendent Palmer requested that two additional Appointments be added to his report, each for individuals who will serve in the role of afternoon bus monitors. Mr. Umel moved, Mr. Forrest seconded. VOTED - 4 in favor, 2 student representatives in favor, 0 opposed or abstained.
- D. Public Comment
 - a. Les Spaulding, parent, commented regarding elimination of the current mask mandate and questioning the lethality of the COVID-19 virus.
 - b. Kim Parlee, parent, commented regarding elimination of the current mask mandate and its negative impact on students.
 - c. Katie Sproul, parent, asked what the end game was of the masking strategy and is looking for things to get back to normal.
 - d. Tyler Smith, Brewer coach, commended the district for allowing student athletes to unmask while on the field of play. Not all districts are doing this. He also sees fans cooperating and masking in order to watch the students compete.
- E. Presentation
 - a. Teacher and Witches' Workshop director Suzette Pelletier presented on the new Brewer High School tutoring center with an introduction by Principal Slowikowski. The Workshop is holding over 90 appointments, on average, every week and upwards of 150 appointments where students are working to improve their academic skills and grades and complete homework assignments through this new tutoring center. Ms. Pelletier is the primary tutor but has help from other teachers assigned to a duty block in the Workshop along with some National Honor Society students who are also assisting. The plan was to hire an hourly tutor but no one has answer the advertisement. The district is looking at other ways to attract a paid tutor. The Workshop has been a strong positive addition to the high school, and is keeping data to see how it impacts student success over time as well as creating suggestions as to how to expand it in the future so even more students can benefit.
- F. Minutes (action required)
 - a. Mr. Forrest moved to approve the regular meeting minutes of November 1, 2021; Mr. Umel seconded – VOTED: 4 in favor, 2 student representatives in favor, 0 opposed or abstained
 - b. Mr. Umel moved to approve the annual meeting minutes of November 16, 2021; Mr. Damon seconded – VOTED: 4 in favor, 2 student representatives in favor, 0 opposed or abstained
- G. Reports
 - a. United Technologies Center (UTC)

Mr. Forrest reported that a recent meeting was canceled for lack of a quorum and is rescheduled for January 6, 2022.

b. Southern Penobscot Regional Program for Children with Exceptionalities (SPRPCE)

Mr. Umel reported that there has not been a meeting.

c. Trustees

Mr. Damon reported that there will be a meeting of the Trustees on December 14, 2021.

d. Student Representatives

Ms. Emma Butterfield and Ms. Lindsey Baker presented on several student initiatives and activities.

- The Civil Rights Team has a project to write and distribute inspiration messages.
- The Key Club ran a food drive, and students have volunteered to be part of the Witches' Workshop.
- The Mock Trial team did a great job this year and has wrapped up their season after not moving on to the final rounds.
- SeBeowulf students have written Santa Letters for young children that will be distributed over the coming days. The society is inducting new members on Wednesday, December 15, 2021 in person in the lecture hall.
- Student Council worked on a Veteran's Day video to honor those who served since there couldn't be a regular ceremony due to COVID restrictions.
- National Honor Society had their induction ceremony and students are getting right to service projects like working as volunteer tutors in Witches' Workshop.
- The theater program was preparing a show but is pausing due to COVID issues.
- Yearbook is working on formatting for this year's book, including selecting cover art and a design.
- The student athletic advisory council (SAAC) has had a toys for tots drive and is working on themes for the student section at games this winter.
- Unified basketball is starting up soon.

e. Administration

i. Superintendent of Schools: Review of placement on the Framework Level Options Plan

Superintendent Palmer reviewed this guiding document, created by administration and a committee that assisted with the first iterations, that outlines how fully students and staff can return and how many mitigation strategies need to be implemented based on the conditions and the standard operating procedures (SOP) put out by the Maine Center for Disease Control (MCDC). There has been steady movement, since March of 2020 to today, toward greater return to school with an eye on where and when the school district can safely reduce mitigation measures such as masking. The district depends on the MCDC's SOP document, and there will be a new version of this (the third one this year) that will be released in the new year.

ii. Superintendent of Schools: Reporting on Staff

1. Resignation of Raymond Harding, Custodian effective 11/30/2021 for personal reasons. Mr. Harding was hired 8/26/2019. Mr. Umel moved, Mr. Forrest seconded.
2. Resignation of Deb Daigle, Food Service Assistant effective 11/4/2021 for purposes of retirement. Ms. Daigle was hired 8/30/2011
3. Appointment of Margaret Cunningham, Food Services Assistant, effective 11/8/2021
4. Appointment of Steve Tolman, Ed tech I at BCS, effective 11/29/2021

5. Appointment of bus monitors:
 - a. June Williams, effective immediately
 - b. Jada Robinson, pending appointment
6. Coaching Appointments:
 - a. Larry Klein, Boys A Basketball
 - b. Rob Dominick, Boys B Basketball
 - c. Dana Corey, Girls A Basketball
 - d. Allison Smith, A Cheering Coach
7. Enrollment Numbers (enclosure)
- iii. Director of Business & Finance - Ms. Gardner (no report)
- iv. Director of Special Education - Ms. Moore (no report)
- v. Director of Instruction and Technology - Ms. Ward-Downer (no report)
- vi. Principals
 1. BCS Principals - Ms. Kahkonen, Mr. Richards, Ms. Pangburn - report enc. that teacher Mr. McGrath had the annual turkey drive and raised approximately \$2800 and 270 turkeys for donation. Over the years Mr. McGrath has helped raise over \$16,000. The report also noted that the first trimester is over, and BCS basketball has started. Additionally there will be a middle school band concert on Wednesday, December 15, 2021. The public is welcome to attend in the Performing Arts Center (PAC).
 2. BHS Principals - Mr. Slowikowski, Mr. Walker - Oral Report that senior student Christian Tardy received a \$22,500 scholarship from the Air Force. Christian is one of two-hundred from around the world to have been named. He is a member of Brewer's AFJROTC program. Also reported was that teacher Jessica Frasier and her student mentees conducted a successful Play It Forward gear drive.
- vii. Athletic Director - Mr. Utterback - no report

H. Old Business: none

I. New Business

- a. Resignations
 - i. Resignation of Brian White, Special Education teacher effective 11/5/2021 for personal reasons. Mr. White was hired 8/29/2016. Mr. Umel moved, Mr. Forrest seconded. VOTED - 4 in favor, 2 student representatives in favor, 0 opposed or abstained.
- b. Acceptance of the following donations:
 - i. \$100 to the robotics program from Barbara Carlow
 - ii. \$75 to the Brewer football program from Donalyn Blanchard MacDougall, in memory of her father Robert Blanchard and his friend Everett Pellon, each of whom were members of the 1957 BHS Hall of Fame team.
 - iii. \$700 to the rifle team from Lori Proulx in memory of her husband Tim Proulx
 - iv. \$81 to BHS from the Hannaford Helps Schools program
 - v. \$2,697 from the Brewer Hockey Boosters to help support the program

Mr. Umel moved to accept these donations, Mr. Damon seconded. VOTED - 4 in favor, 2 student representatives in favor, 0 opposed or abstained.

J. Future Meetings

- a. Monday, January 3, 2022, 6:00 p.m., Brewer High School Lecture Hall

K. Public Comment

- a. Les Spaulding, parent, commented that he is interested in how much control the District has over masking and related mitigation issues versus if the District needs follow all the MCDC rules.
- b. Jen Morin, Brewer City Councilor, commented that she would like to know where to refer people with school related questions.
- c. Kim Parlee, parent, commented that masking is hard on students and that her son passed out while running a race for track last year while he was masked.
- d. Andy Maximic, Brewer High School (BHS) teacher, thanks the Proulx family for their generous donation to the rifle club.

L. Adjournment

- a. Mr. Forrest moved to adjourn at 7:06 p.m., Mr. Umel seconded. VOTED - 4 in favor, 2 student representatives in favor, 0 opposed or abstained.

Respectfully submitted,



Gregg Palmer
Secretary

Approved: January 3, 2022

Minutes, Regular Meeting, January 3, 2022

**BREWER SCHOOL COMMITTEE
REGULAR MEETING MINUTES**

Monday, January 3, 2022

6:00 pm

Committee members present: Mr. Boyes - Chair, Mr. Forrest - Vice Chair, Mr. Damon, Ms. Small, Mr. Umel, Lindsey Baker - Student Representative, Emma Butterfield - Student Representative

A. Chairperson Boyes called the meeting to order at 6:03 p.m.

B. Pledge of Allegiance

- a. Following the Pledge, Chairperson Boyes asked for a moment of silence for past Brewer High School teacher Darrell King. The Chair read the following statement and projected a photograph of Mr. King:

Darrell King was hired in the Brewer School Department on September 1, 1973; and he worked at Brewer High School teaching science for the next 37 years, retiring on June 15, 2010. Mr. King was one of those rare and wonderful teachers who spent their entire career here in Brewer, making a deep and lasting difference in the lives of thousands of students. He remained a favorite person and instructor – a true mentor – year after year using a simple and powerful recipe of listening to students, sharing his interest in life in general and the physical planet in particular, being fair and expecting students to give their best and understanding when they stumbled and, perhaps most importantly, encouraging and helping them to get back up again.

Many years Mr. King would lead a group of students on a hiking trip – one of his favorite pastimes – up Mount Katahdin and around the Baxter State Park area in the days leading up to the start of school. He shared in Outdoor Education, chaperoning trips and in many other ways participating in the greater life of Brewer High School.

Sadly, Mr. King passed away a few days ago, succumbing to cancer. We take this moment to recognize Darrell King and all that he gave to the generations of students and families of the Brewer School Department.

C. Adjustments to the Agenda (action required)

- a. Superintendent Palmer requested the following adjustments to the agenda:
- i. **Add** numbers 4,5, and 6 under Reporting on Staff in the Superintendent's report to include three appointments. **Add**, under New Business, a new item #2 for the appointment of a teacher. **Add**, under New Business, a new item #4 for the approval of overnight, in-State class trips. Mr. Umel moved, Mr. Forrest seconded. **VOTED - 5 in favor, 2 student representatives in favor, 0 opposed or abstained.**

D. Public Comment

- a. Chairperson Boyes reminded the audience of Policy BEDH, Public Participation at School Committee Meetings, including subsection A of Policy BEDH. No one asked to speak during public comment.

E. Minutes (action required)

1. Mr. Forrest moved to approve the regular meeting minutes of December 6, 2021; Mr. Umel seconded – **VOTED: 5 in favor, 2 student representatives in favor, 0 opposed or abstained**

F. Reports

1. **United Technologies Center (UTC)**

Mr. Forrest reported that there were no UTC meetings, though one is planned for January 6, 2022.

2. Southern Penobscot Regional Program for Children with Exceptionalities (SPRPCE)

Mr. Umel reported that there were no SPRPCE meetings.

3. Trustees

Mr. Damon reported that the Trustees discussed, at their December 14, 2021 meeting, that the District's physical plant was appropriate for two local organizations to host vaccine clinics. One clinic, run by Penobscot Community Health Care (PCHC) on Saturday, December 4, 2021 for students ages 5+ also served families from AOS 47 and RSU 63 and was held in the Performing Arts Center (PAC) at Brewer Community School (BCS). Those needing their second shot or booster were able to attend this clinic as well. There was also a clinic for 15+ year olds to receive any shot including a booster and was held by Bangor Drug in the Brewer High School (BHS) gymnasium on Tuesday, December 21, 2021.

The BHS Air Force Junior Reserve Officer Training Corps (AFJROTC) received a \$2,000.00 donation from First National Bank of Damariscotta to add a new .5 mile trail (the "Acadia Trail") for aerobic fitness in addition to the school's current ropes course. The Acadia Trail would be situated on the BHS campus and adjoining City property. AFJROTC will work with the City's Code Enforcement Officer as a next step. The Trustees are willing to be part of the planning as the project moves forward.

4. Student Representatives Report

Emma Butterfield and Lindsey Baker reported on a series of BHS events and projects including the following:

- JROTC ran a clothing drive that netted 30 to 40 bags of clothing that was donated to the Shaw House in Bangor.
- The Gender, Sexuality Alliance (GSA) have met to, among other accomplishments, make friendship bracelets.
- Se Beowulf, a BHS service group, has participated in a virtual reading program for younger students. They also responded to over 100 Santa letters from young students during the holiday season.
- The BHS Art Club has been meeting for after school to work on both independent and group projects.
- The BHS yearbook team is gathering photos for the 2021-2022 book.
- The BHS Student Council is currently planning a second spirit week with the goal of helping students and staff remain in a positive frame of mind amid the many challenges presented by the 2021-2022 school year.

5. Administrative Reports

a. Superintendent of Schools

- i. Superintendent Palmer reported on the threat assessment & response protocol used by the School Department (BSD) whenever there is cause for concern in or around the BSD campus or at a school-sponsored event. Administration, in accordance with District policy, uses the protocol that

helps administrators to delineate between transient, serious, and very serious threats. Whenever a concern arises a team works together to quickly address the situation. This team includes building administrators; school resource officers and, when necessary, other police department staff; district psychologist, and counselors and social workers. The goal is to make sure everyone is safe and, once that assurance is attained, to communicate with staff and families and provide support and help to any students who might be involved.

- ii. The Superintendent reviewed key changes following the fourth version of the Standard Operating Procedure (SOP) rules for schools operating during the pandemic from the Maine Center for Disease Control (MCDC). Some of the changes include the following:
 - 1. These changes include moving to a 5-day quarantine (from 10 days of quarantine in the previous SOP) if there is a mask mandate in place for the schools in the given district.
 - 2. No student will be identified as a close contact if outside or on a school bus.
 - 3. Schools will have to have either 15% of staff or students out sick with COVID-19 to spur an investigation in conjunction with the Maine CDC in order to potentially be labeled as being in an outbreak.
 - 4. Finally, while there would be no quarantining for persons in universally masking schools (or districts) when individuals are without symptoms, the definition of what it takes to be considered to be universally masking will need to be clearly defined. For instance, schools were allowed to set up safety procedures for co/extra curricular activities such as athletics at the start of the winter season; however now, mid-way through the season, the definition of universally masking could dictate new procedures for student athletes if a district wanted to have students and staff benefit from the new universally masking clause in this late December SOP. A new version of this SOP will be released by mid-January from the Maine CDC that may again shift the rules.
- iii. Reporting on Staff by the Superintendent:
 - 1. Resignation of Shauna Brown, Educational Technician III, effective 12/9/2021 for personal reasons. Ms. Brown was hired on 8/2021.
 - 2. Resignation of Susan Sharpe, Educational Technician I, effective 12/21/2021 for personal reasons. Ms. Sharpe was hired on 8/26/2019.
 - 3. Resignation of Valerie Alekshun, Food Service Assistant, effective 12/22/2021 for the purpose of other employment. Ms. Alekshun was hired on 9/9/2019.
 - 4. Appointment of Terri Tripp as a food service assistant on 1.3.2022.
 - 5. Appointment of Sandra Wing as a food service assistant on 1.3.2022.
 - 6. Appointment of Marty Gray as a long term substitute for Brewer

High School's Social Studies Department on 12.14.2022 until the end of the 2021-2022 school year.

- iv. Reporting the following Non-Monetary Donations as received:
 - 1. Donation of a cart full of snacks to BCS from Bangor Savings Bank, delivered by Lori Sinclair from the Hammond Street Branch and Jake Knight from the Brewer Branch.
- b. Director of Business & Finance - Ms. Gardner (no report)
- c. Director of Special Education - Ms. Moore (written report, enc. & oral report)
 - i. Director Moore reported that the self-assessment desk audit by Brewer's Special Education Department was completed for a routine State audit and the school district is now waiting for a follow up site visit from Maine's Department of Education in March. Director Moore also reported enrollment numbers with a total of 1,641s identified students with an identification rate of approximately 25%. There were a total of 20 new students, all at BCS, who currently require educational technician support.
- d. Director of Instruction and Technology - Ms. Ward-Downer (oral report)
 - i. Director Ward-Downer reported that BCS was again selected by National Assessment of Educational Progress (NAEP) coordinators to participate in this federal test designed to take a snapshot of students' educational progress across the country. A random group of students are chosen – not everyone in a grade level – and NAEP sends staff to administer the exam. Director Ward-Downer also reported BCS is piloting a new dyslexia assessment in the form of an app that will help to more quickly identify students who need support in the early stages of their academic careers and that will improve their chances of success as they advance through the grades. A final item in the report was that Brewer's original alternative education remote learning program, Nu, is full with 16 students and additional applications coming in. A posting for another teaching specialist is going out – using grant monies – in order to grow the program. Brewer is also the hub for other local districts who want to start similar programs to help reduce truancy and engage more students in the educational process. These local districts would help one another, though students in each district would be case-managed by teachers hired by those districts and when students access in-person learning opportunities at schools that would also be in the district of origin. However, a student in one district could potentially take an online course taught by a teacher in another local district through their remote learning alternative education program.
- e. Principals (oral report for BHS)
 - i. BHS
 - 1. Assistant Principal Walker reported that BHS has a new referral process for their Student Success Team (SST) that meets to discuss how to best help students find the support they need in order to progress academically and socially/emotionally. That team has had more referrals this year; and they have additional tools that can help students, such as the new Witches' Workshop tutoring center, a general education social worker, and revamped position of Director of Counseling Services. He also reminded the Committee that the

high school team – including Principal Slowikowski, Assistant Principal Walker, Guidance Director Heather Kuhl, and student ambassadors – will be traveling and presenting to 8th grade students of local sending districts as they make decisions about which high school is right for them. He also acknowledged the recent \$2000 donation from First National Bank.

- ii. BCS Principals - Ms. Kahkonen, Mr. Richards, Ms. Pangburn - no report
- f. Athletic Director - Mr. Utterback - no report

G. Old Business

1. Revision of Policy GDBA: Support Staff Compensation Guide as a result of a change in the State of Maine minimum wage at the start of the 2022 calendar year. Ms. Small moved, Mr. Forrest seconded. VOTED - 5 in favor, 2 student representatives in favor, 0 opposed or abstained.

H. New Business

1. Resignations

- a. Resignation of Michele Richens, Social Studies teacher effective for the purpose of retirement, effective 12/31/2021. Ms. Richens was hired on 1/4/1995. Mr. Umel moved, Mr. Forrest seconded. VOTED - 5 in favor, 2 student representatives in favor, 0 opposed or abstained. Mr. Forrest thanked Ms. Richens for her years of service.

2. Appointments

- a. Erin Hutchinson as a Special Education teacher at Brewer Community School with a 2.28.2022 start date. Mr. Damon moved, Ms. Small seconded. VOTED - 5 in favor, 2 student representatives in favor, 0 opposed or abstained.

3. Acceptance of the following donations:

- a. \$150.00 to the Brewer School Department General Fund from Chris Brady and The Witch Wardrobe
- b. \$200.00 from the Town of Holden to the Air Force Junior Reserve Officers' Training Corps (AFJROTC)
- c. \$350.00 to the BHS Music Activity Fund in memory of Don Hanscom from the following individuals:
 - i. \$50.00 from Kenneth & Cathryn Hanscom
 - ii. \$50.00 from Laurie Trachtenberg
 - iii. \$50.00 from Mary Knowlton
 - iv. \$100.00 from Richard & Debra Levesque
 - v. \$100.00 from Rodney L. Hanscom
- d. \$798.69 to Brewer High School General Activity Fund from Lifetouch
- e. \$2000.00 to AFJROTC from First National Bank
- f. \$5,000.00 to the Athletic Department from Cross Insurance and alumnus Jonathan Cross.

4. Field Trip Approval

- a. Overnight, in-State trips to Katahdin Ironworks for the BHS Outdoor Education program –
 - February 4 through 6
 - February 11 through 13
 - February 25 through 27
 - March 4 through 6

Minutes, Regular Meeting, January 3, 2022

- March 11 through 13

Mr. Umel moved, Mr. Damon seconded. VOTED - 5 in favor, 2 student representatives in favor, 0 opposed or abstained.

I. Future Meetings

- Monday, February 7, 2022, 6:00 p.m., Brewer High School Lecture Hall

J. Public Comment (none)

K. Adjournment (action required)

Mr. Forrest moved, Mr. Umel seconded. VOTED - 5 in favor, 2 student representatives in favor, 0 opposed or abstained.

Respectfully submitted,



Gregg Palmer
Secretary

Approved: February 7, 2022

Wednesday, December 15, 2021
Board of Directors Meeting Minutes – 7:00 p.m.
Hampden Academy, Library

The Regional School Unit No. 22 Board of Directors met at Hampden Academy on Wednesday, December 15, 2021.

I. Call to Order

Board Chair Heath Miller called the meeting to order at 7:02 p.m.

II. Call of the Roll

Board Members present were: Faye Anderson, Jessica Barnes, Jacob Brown, Stephanie Clisham, Jayne Dyer, Rob Frank, Lester French, Allan Gordon, John Holmes, Kenyon Humphrey, Tania Jean-Jacques, Colleen Jolley, Chris Labonte, Heath Miller, and Jillian Sarnacki-Wood.

Absent: Jessica Beal-Hamilton

III. Pledge of Allegiance

IV. Approval of Minutes of Regular Meeting of November 17, 2021

Holmes moved, Dyer seconded, and the Board voted unanimously to approve.

V. Adjustment to Agenda

XII. Policy Consideration (all with exhibit)

- A. Discuss and act on the second reading Policy BE-School Board Meetings
- B. Discuss and act on the second reading Policy BEA-Regular Board Meetings (for removal)
- C. Discuss and act on the second reading Policy JKAA-Use of Physical Restraint and Seclusion
- D. Discuss and act on the second reading Policy JLCB-Immunization of Students
- E. Discuss and act on the first reading Policy JKD and JKD/JKE-R-Suspension of Students
- F. Discuss and act on the first reading Policy JKE-Expulsion of Students
- G. Discuss and act on the first reading Policy KDB-Public's Right to Know/Freedom of Access

XIII. Old Business

- A. Discuss and act on overnight field trips.

XIV. New Business

- A. Discuss and act on Adoption of RSU 22 Strategic Plan.

- B. Discuss and act on School Safety and Security Audit Contract.

VI. Persons Desiring to Address the Board - Sign in required per policy BEDH-Public Participation in Board Meetings.

A. Public Comment

Policy BEDH - Public Participation in Board Meetings was reviewed prior to public comment.

The following individuals addressed the Board of Directors: Dave Barrett, Hampden; David Casavant, Hampden; Dennis Marble, Hampden; Dana-Jo Smith, Hampden; Larry Lockman, Bradley; Samantha Foster, Hampden; Stephanie Dow, Hampden; Brooke Miller, Winterport, Rick Stymiest, Newburgh; Melinda Caulkins, Newburgh; Shawn McBreairty, Hampden, Kristin Peet, Winterport.

VII. Board Chair

A. School Board Governance and Operations Policy Review

State statute 20-A-1001 Duties of School Boards was distributed to board members for review. Twenty-two (22) duties are outlined in the statute most recently updated following the 2021 legislative session.

B. Board Committee Assignments

Committee assignments were distributed to board members.

C. Superintendent Evaluation

The Superintendent is evaluated twice per year as directed by Policy and Regulation CBI Evaluation of the Superintendent. The mid-term evaluation form was distributed this month for completion. Board members are asked to complete the evaluation by December 28, 2021.

VIII. Personnel

A. Resignations

Frank Perry, Mathematics Teacher at Hampden Academy, effective January 1, 2022 due to retirement. Mr. Perry was thanked for his 19 ½ years of service to RSU 22.

B. Nominations - Transfers

Morgan Johnson, LTS - Contingent on receipt of Maine Teacher Certification,
Upon recommendation of Superintendent Nickels, Holmes moved, Dyer seconded,
unanimous

Christy Knights, Girls Basketball B Team, Wagner Middle School

Upon recommendation of Superintendent Nickels, Holmes moved, French seconded,
unanimous

Michael Knights, Boys Basketball B Team, Wagner Middle School

Upon recommendation of Superintendent Nickels, Holmes moved, Dyer seconded,
unanimous

Brittany Layman, Assistant Indoor Track Coach, Hampden Academy

Upon recommendation of Superintendent Nickels, Holmes moved, Dyer seconded,
unanimous

IX. Superintendent of Schools

A. Reading of the Essential Behaviors and Outcomes Proclamation by Faye Anderson.

B. Recognitions

1. Samantha Poll was recognized as the recipient of Maine STEM Partnership Award for Excellence. Her colleagues not only from RSU 22 but also from surrounding school districts spoke very highly of her collaboration, dedication, and how they would consistently depend on her for not only helping the partnership but also to mentor.
2. Danielle Johnson was recognized as the recipient of Portland Press Herald X-C Coach of the Year. She thanked the Board for their decisions that allowed for very little interruptions to the season.
3. Abbott Valentine was the recipient of KVAC and Portland Press Herald Cross Country Boys' X-C Runner of the Year. He thanked his team mates for pushing him to improve and spoke of the incredible culture on the Cross Country Team that promotes better runners and being better people as a whole. He also thanked Coach Johnson for being one the of single greatest people who have helped him improve his running abilities. He thanked his father who was in the audience for his help in the pre-season that prepared him for the regular season.

C. District Status Report

The district status report was presented. Per Regulation CBI-R: The Superintendent of Schools developed and presented the annual "District Status Report" of board goals and the strategic plan. The status report addressed each goal individually. It included activities that support the goal, accomplishments, and timeliness.

D. Superintendent Report

1. Pooled Testing Process

There are two significant benefits of pooled testing: students registered for the program can remain in school even if they are deemed as a close contact. The second advantage is that participation in the pooled testing guarantees that students are monitored week to

week. This will identify asymptomatic cases in the situation where close contact has occurred and results in positivity.

Clarification was provided regarding the advantage of pooled testing. The advantage is that the pooled tested students are evaluated by the pooled testing cycle which allows the district to monitor the incubation period, whereas the student not signed up for pooled testing would not have the monitoring system in place (that is why those students must quarantine for 10 days).

2. School Calendar reminders (December 23rd and January 3rd are vacation days)

A quick public reminder that school vacation will occur from December 23rd through January 3rd. Starting on a Tuesday allows students to return back from the holiday on a pooled testing day which will be advantageous.

3. School Board Meeting Date Change Needed (February 2022)

Due to a schedule conflict the February Board of Directors meeting date needed to be moved. Motion to move the date to February 9, 2022. French moved, Holmes seconded and the Board voted favorably to approve.

E. Assistant Superintendent Update (Exhibit)

Brian Ross, the chef manager of the Weatherbee and McGraw schools is the recipient of the First Annual Volunteer for the Christine B. Foundation. Christine B. Foundation is a non-profit organization that provides medically guided grocery packets to cancer patients. Since March of 2020 the organization has provided over 150,000 meals throughout Maine.

F. Monthly Financial Report

Superintendent Nickels reviewed the monthly financial report. The district is on track financially.

G. Student Board Representative Report

A survey was sent out to Hampden Academy students on December 10, 2021. As of December 15, 2022 119 students had responded. The student representatives continue to promote the survey and will continue to analyze the responses.

Superintendent Nickels shared that Stephanie has been selected as an alternate to the United States Senate Youth Program.

X. Questions of Board Members

Clarification was given regarding quarantined students and educational materials, ESSER, CRF, and American Recovery Programs regarding masking requirements as well as alternate assignments for students and controversial topics. A board member asked if RSU 22 was providing training to teachers regarding Critical Race Theory. It was clarified that RSU 22 is not teaching CRT to students nor staff.

XI. Committee Reports

- A. Finance Committee
- B. Budget Committee
- C. Athletic Committee
- D. Building Committee
- E. Negotiations Committee
- F. Education Committee (Exhibit)
A report is included in the Board's folder
- G. Policy Committee (Exhibit)
A report is included in the Board's Google folder
- H. United Technologies Center Board
- I. Behavioral Review Committee
- J. Dropout Prevention Committee
- K. SPRPCE Board
- L. Community Relations Committee
- M. Equity in Education Committee (Exhibit)
A report is included in the Board's Google folder
- N. Strategic Planning Ad-Hoc Committee

XII. Policy Consideration (all with exhibit)

- A. Discuss and act on the second reading Policy BE-School Board Meetings. Upon recommendation of the Policy Committee, Holmes moved, Dyer seconded, and the Board voted unanimously to approve the second reading of Policy BE-School Board Meetings.
- B. Discuss and act on the second reading Policy BEA-Regular Board Meetings (for removal). Upon recommendation of the Policy Committee, Anderson moved, Holmes seconded, and the Board voted unanimously to approve the removal of Policy BEA-Regular Board Meetings.
- C. Discuss and act on the second reading Policy JKAA-Use of Physical Restraint and Seclusion. Upon recommendation of the Policy Committee, Anderson moved, Holmes seconded, and the Board voted unanimously to approve the second reading of Policy JKAA-Use of Physical Restraint and Seclusion.

- D. Discuss and act on the second reading Policy JLCB-Immunization of Students. Upon recommendation of the Policy Committee, Anderson moved, Holmes seconded, and the Board voted unanimously to approve the second reading of Policy JLCB-Immunization of Students.
- E. Discuss and act on the first reading Policy JKD and JKD/JKE-R-Suspension of Students. Upon recommendation of the Policy Committee, Anderson moved, Holmes seconded, and the Board voted unanimously to approve the first reading of Policy JKD and JKD/JKE-R-Suspension of Students.
- F. Discuss and act on the first reading Policy JKE-Expulsion of Students, (Tabled)
- G. Discuss and act on the first reading Policy KDB-Public's Right to Know/Freedom of Access. Changes to reflect the change in the law. Upon recommendation of the Policy Committee, Anderson moved, Jolley seconded, and the Board voted unanimously to approve the first reading of Policy KDB-Public's Right to Know/Freedom of Access.

XIII. Old Business

A. Overnight Field Trips

Discuss and act on consideration of approval for Hampden Academy to begin promoting a trip to Italy for April vacation 2023 (with official approval to be made at a later time).

Discussion occurred regarding international travel for students. Prior to the pandemic, groups of students from Hampden Academy would go on overseas trips to Italy and Greece every three years in order to experience firsthand many of the topics learned in Latin and Classical Humanities classes. HA trip mentors hope to return to Italy in 2023 with a trip over April vacation, visiting such famous ancient places as Pompeii, Capri, Paestum, and Rome. Because of the current COVID situation, plans would be put in place if the trip needed to be postponed or cancelled, including fundraising to cover any cancellation fees and the ability to postpone to 2024 if the situation requires. Since trips such as this one are expensive and discounts are given for early enrollment, typically organizing requires upwards of 18 months in advance, so signups would need to begin soon to secure the best price. The current cost of this trip is \$4,612 per student traveler. Changes to the trip, including travel dates, could be made as late as December 2022. Motion to approve fundraising with plans put in place if the trip needs to be cancelled or postponed. Dyer moved, Holmes seconded and the Board voted favorably to approve.

9:28 Motion to extend the meeting 30 minutes. French moved, Holmes seconded, unanimous

XIV. New Business

A. Discuss and act on Adoption of RSU 22 Strategic Plan

The RSU 22 Strategic Plan for 2022-2027 was presented. The Strategic Plan has been in planning, drafting and revision stages for one year. Strategic Plan Committee meetings were held throughout last year and board workshops were held in both August and December.

Upon approval, the goals and action steps will be calendared across the five year period of the plan. Measurement standards for each action step will be finalized, assigned and shared with the Board as 2022 progresses. Upon recommendation of Superintendent Nickels, Holmes moved to accept the plan as presented, Dyer seconded, unanimous

B. Discuss and act on School Safety and Security Audit Contract

RSU 22 has budgeted capital reserve funds in the past two years for conducting a third party School Safety and Security Audit. Three companies were identified for quotes and two ultimately responded with quotes for the audit scope RSU 22 has been advised to incorporate. The Board is being asked for consideration and approval to engage with National School Safety and Security Services for the price of \$17,500 to facilitate a full district safety and security audit. See Exhibit for further information. French moved, Holmes seconded, the Board voted favorably to approve.

Abstain: Frank

XV. Executive Session

A. Enter into Executive Session for the purpose of discussing a personnel matter per 1 M.R.S.A. 405 (6)(A).

Dyer moved, French seconded and the Board voted unanimously to Enter into Executive Session at 9:42 p.m.

Discussion occurred.

Board exited Executive Session at: 9:53 p.m.

French moved, Holmes seconded and the board voted unanimously to grant an unpaid leave of absence until the end of the year per the EA22 Teacher's contract.

XVI. Communication and Correspondence

A. Set Meeting Dates

XVII. Other Business

- A. To see what action, if any, the Board wishes to take on business required by items that are part of this agenda.

XVIII. Adjourn

Motion to adjourn, Frank moved, Holmes seconded, unanimous. Adjourned at 9.57 p.m.

Respectfully submitted,

Regan Nickels
Superintendent

Present: Dan Wellington (Chair), Dave Armistead, Kristin Canders, Cheryl Fasse, Pat Gaetani, Earle Hannigan, Kirsten Ismail, Kevin Kelly, Jim Lacadie, Dan LaMontagne, Susan MacKay, Kim Meagher, Paul Messer, Tony Pellegrini, Hans Peterson, Matt Skaves, James Strout

Also Present: Bill Meier, Dan O'Connell, Jason O'Reilly, Holly Whitmore

CALL TO ORDER

Dan Wellington called the Zoom meeting to order at 7 a.m.

Motion: To approve the September 21, 2021 minutes as presented.

LaMontagne/Kelly

Approved without opposition.

HEAD OF SCHOOL REPORT

Dave welcomed questions on the previously distributed Head of School Report. The school continues to follow CDC guidelines of universal masking, seating charts, and social distancing. On a question, the school is likely to participate in pooled testing now that a second nurse has been hired. Jason O'Reilly reported on the day to day operations of the school nearing "normal" (with CDC guidelines in place) – clubs are active, the fall play was a hit, and fall sports have wrapped up and winter sports are on the horizon. Dave reported that planning is underway for an in-person Step Up Day on Friday, January 28 and for an information night for families on Tuesday, February 1. Middle school visits are being scheduled for immediately following Christmas break. All events will follow CDC guidelines. Board members should expect a more comprehensive domestic recruitment report at the February 15 board meeting; by then over 230 area eighth graders will have attended Step Up Day and many will have submitted their applications ahead of the February 24 priority deadline (admission is rolling however students who submit an application on or before February 24 will receive notice of their application status on or before March 24). International recruitment efforts continue and in addition to continued interviews with prospective students, new agent relationships are developing. Dave is attending an agent conference in Miami in December. School fairs with students and agents remain virtual. Dan O'Connell reported on a successful fall sports seasons in which each team qualified for post season play. Over 200 athletes signed up for winter sports and in general the morale of student athletes is up. Dan's participation on the MPA's health and safety committee helps the school make informed and compliant decisions regarding athletics. As is typical in any given year, securing venues is a challenge and is complicated by each individual venue following its own COVID-specific guidelines.

FINANCE

James Strout welcomed questions regarding the committee meeting minutes and the previously distributed audit report (copy filed in Head of School Office) which was accepted by the Finance Committee at its November 9, 2021 meeting. On a question, a modest Christmas bonus for faculty and staff is being discussed. [As of this writing, the equivalent of \$100 was gifted to each employee through payroll.]

BUILDINGS AND GROUNDS

Chair Jim Lacadie welcomed questions on the Building and Grounds minutes. The Darling Center is up and operational. Mold remediation in the music wing is scheduled for the week of December 28.

DEVELOPMENT

Chair Cheryl Fasse invited questions on the minutes. The annual fund letter is in mailboxes. Cheryl reminded the board that 100% participation in the annual fund by board members is important for such things as grant applications. A Giving Tuesday appeal will go out as in years past – a social media blitz is hoped to spark online giving. New fundraisers are in the works – a virtual 5k is one; details will be shared as they develop. The annual report edition of The Round table is expected to be mailed around Christmas. A second edition is expected in the late spring/early summer.

ENDOWMENT

The portfolio continues to exceed the \$2 million mark. The committee welcomes new members – please email Dave with interest.

OTHER BUSINESS

Susan MacKay has agreed to chair the Strategic Planning Committee. Dave and Susan will meet to work out a timeline and committee membership.

Each board member should complete the conflict of interest form.

NEXT BOARD OF TRUSTEES MEETING

The next board meeting is scheduled for February 15, 2022 at 7 a.m. via Zoom.

ADJOURNMENT

The meeting adjourned at 7:47 a.m.

Respectfully submitted by Kirsten Ismail, Secretary