

RSU 63 Board of Directors
Monday, August 22, 2022
6:30pm Meeting
Holbrook Middle School
Google Meet: meet.google.com/amu-caqv-btf
Phone In: 1-224-702-0062 **PIN:** 166200692#

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

Approval of Minutes for June 26, 2022 Board Meeting

Approval of Minutes for July 28, 2022 Special Board Meeting

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

1. Years of Service
 - a. 5 Years of Service
 - i. Ashley Bean
 - ii. Sarah Lane
 - iii. Aurora Stickle
 - iv. Tom Lwowski
 - v. Rochelle Miller
 - vi. Kelli Pollack
 - vii. Debra Walsh
 - viii. Shelley Wyman
 - b. 25 Years of Service
 - i. Dianna Porter
 - ii. Cindy Smith
 - c. 35 Years of Service
 - i. Jake Morgan

Acceptance of Gifts/Donations

Presentation

1. Changes to Middle School Schedule – Robert Meyer, Holbrook Principal

Questions and Comments from the Public

Dates of Next Meetings

1. **Budget and Finance Committee Meeting:** Tuesday, August 16, 2022 at 6:00pm, Holbrook Middle School
2. **Policy Committee Meeting:** TBD
3. **Board Meeting:** Monday, September 26, 2022 at 6:30pm, Holden Elementary School
4. **Strategic Planning Committee Meeting with Judy Sanders:** Tuesday, October 4, 2022 from 6:00pm until 8:00pm, Holbrook Middle School

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, Superintendent Search Committee, Administrators, Superintendent, and Board Chair's Reports)

Old Business

1. Superintendent Search Committee Update

New Business

1. Safety and Security Update
2. Bus/Van Pass

Personnel Actions

1. Appointments
 - a. Jenny Lee Lagrange – Holden Cook
2. Resignations
 - a. Sandra Rowe – Holbrook Resource Room Teacher
 - b. Michelle Wright – Ed Tech III, Library
3. Retirements
4. Reassignments
5. Elections
 - a. Timothy Baker – Elementary Assistant Principal
 - b. Carmen Rioux – Holbrook Resource Room ELA Teacher
6. Searches
 - a. Superintendent
 - b. Library Media Specialist
 - c. Holbrook Resource Room Teacher
 - d. Elementary Guidance Counselor
 - e. Bus Drivers
 - f. Technology Integrator
 - g. Speech/Language Pathologist – Holden
 - h. Girls A Soccer Coach
 - i. Cross Country Coach
 - j. Tentative Coed B Soccer Coach
 - k. Outdoor Education Coordinator
 - l. 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.



Regional School Unit 63

Clifton, Eddington, and Holden

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: 08/16/22

It has been a busy summer. I wish to thank all those who have worked tirelessly behind the scenes to keep the District running smoothly and to prepare it for 22-23 school year.

Over the past months since we've met, I have been able to transition from the purely administrative tasks to the academic program of the school. To this end:

- I have met with Sharon Haskell to further define her role and responsibilities and to begin to frame a curriculum review cycle.
- Met and worked with the Special Ed Dir. to discuss programing and the formation of a Special Education Parent Advisory Council (SEPAC). This will allow us to engage with the parents of special education students in a positive and proactive way and help ensure that those parents have a voice in the programming of the District.
- Work with the Business Dept and Transportation Director to implement a bus pass system- designed to help us ensure our resources are used as efficiently as possible.

Since our last meeting I have also had the opportunity to attend all 3 of our communities Town Council meetings- to convey our appreciation for supporting the schools and to enlist them as partners in educating our children.

Up Coming Events:

School Safety/Security Walkthrough-	August 16 th
Administrative Retreat-	August 17 th , 18 th
Teacher Inservice Days-	August 29 th , 30 th
First Day of School	August 31 st

Agenda Items:

New Business- School Safety Walkthroughs. An assessment of our school buildings was conducted by members of the Fire Dept, Holden PD, State Police, and Administrative team. The information garnered from this assessment will inform our work to revise our schools' safety/security protocols, as well as develop a plan to address any facility issues relevant to school security.

Principal's Report Aug 4, 2022

I am extremely happy to be here and to assume the duties and responsibilities of the principal at the Holbrook School. I have met with several of the teachers and staff and my initial impressions are that we have a wonderful school with a friendly and caring team of adults. I am anxious for the first day of school and to get to know our students. In the meantime, we are preparing to enter the SY22-23 with approximately 195 students, broken down as follows:

5th - 40
6th - 44
7th - 53
8th - 58
TOTAL: 195

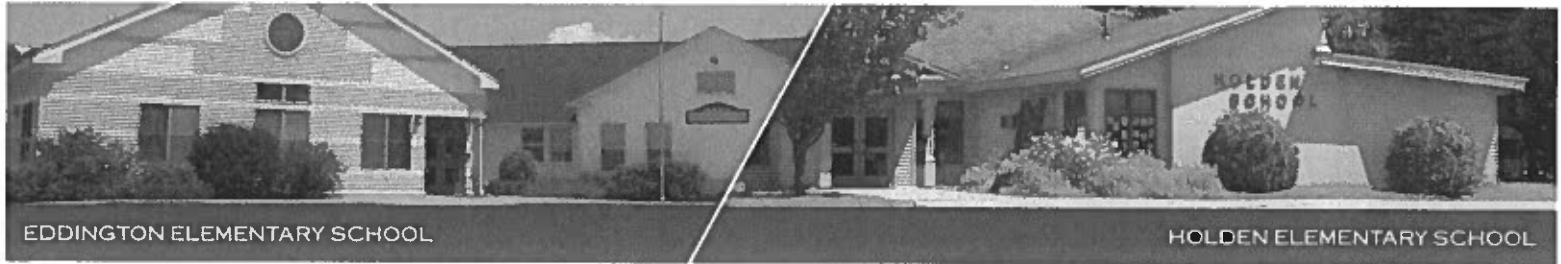
So far this summer I have been working on our master schedule. In addition to building the basics (bell schedule, teacher assignments, etc), I have been adjusting some past practices to better align with current middle school operations. Specifically, in the 6th through 8th grades we are moving away from "specials" and instead offering electives. Some of these electives will be year long, most will be trimester based. By using an elective style approach, teachers and students will be able to cover material in more depth, with continuity, and will increase student retention of the material they are learning. In addition to better aligning how we deliver existing elective classes, we will be offering a new STEM elective, a variety of Art classes, as well as new ELA electives. While there will be some limited student choice, staffing limitations prevent us from giving students a full range of options.

Further, during our last period of the day, we will be offering targeted academic support to students that need it, as well as enrichment programs for those who would benefit from further extensions of their learning in areas of particular interest, such as art, PE, chorus, band, math, or science. We will be regularly examining student performance data to determine placements into these support and enrichment programs. Student placement will be fluid and they will be able to move from one to the other as needed and as able throughout the year.

Cafeteria operations will also be adjusted. Now that pandemic restrictions are no longer necessary, we will structure our lunch periods to better manage the supervision of students and the duty periods of teachers. This should reduce discipline issues and disruption to operations.

Respectfully submitted,
Bob

Robert C. Meyer



EDDINGTON ELEMENTARY SCHOOL

HOLDEN ELEMENTARY SCHOOL

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

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

"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 August board report on behalf of the Holden and Eddington Elementary Schools. As of the writing of this report we have 124 students at the Eddington School, with our preschool at the maximum (32) and 124 students at the Holden School. I am sure the numbers will change over the next few weeks, however the combined total of 248 is 12 more students than what we had a year ago at this time.

I am back into the routines of preparing for another school year. I have spent some time with Tim Baker, our new assistant elementary principal, sharing and discussing our expectations for the school year. I believe the elementary staff are relieved to know there will be an administrator in the building all day long.

The custodial staffs have been quite busy and especially the Eddington crew who have had to work around the "new ventilation" project still taking place. I am sure the buildings will be ready for the first day of school on the last day of August!

The teachers are in their classrooms setting up, the secretaries are busy distributing supplies and registering new students, custodians are busy with finishing touches in the buildings, and school is in the air.....

Summer has flown for sure and I was so happy to get some reenergized time at Egg Pond after what seemed like a very long year. I look forward to my 35th year in the district and continue to have complete faith in the faculty and staff in both our elementary schools, they will once again get the job done!

Sincerely,

Don Spencer
Eddington & Holden Principal



**Regional School Unit # 63
Clifton – Eddington - Holden**

Tim Baker
Assistant Principal
(207) 843 – 6010 Eddington
(207) 843 – 7828 Holden
tbaker@rsu63.org

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 and a work ethic that enables them to succeed.

My name is Timothy Baker and I am excited to begin my journey here in RSU #63 as assistant principal for Holden Elementary and Eddington Elementary. I live in Lincoln with my wife Sue, who has 2 biological sons and one adopted daughter and together we have 1 adopted daughter. We are also home providers for a young man with Autism and have been licensed foster parents for 18 years.

I graduated from the University of Maine in 2008, with a bachelor degree in Elementary Education. In 2017, I completed my master degree in literacy education focusing on Writing and the Teaching of Writing. Recently, I completed a C.A.G.S. in Education Leadership and the University of New England. This is starting my 10th year in education and over my short time I have held several leadership positions such as Team Leader, Proficiency Based Leader, Mentor teacher, Social Studies Curriculum Chair, Positive Behavior intervention with support (PBIS) committee. I am anxious to see how I can benefit, students, families, and staff here at RSU #63.

Over the summer of being hired in the district, I have been busy reading and learning the district policies of RSU #63. I have also learned and reviewed the student/parent handbook of Holden and Eddington Elementary school. I have toured both schools and have met several staff members not only in the elementary schools, but those at Holbrook Middle School. I have visited the towns and met residents and have been impress with the outpouring of support the community has for its schools.

I have read four books this summer that will help me develop my role and responsibilities as assistant principal and be able to offer support to the instructional staff of RSU #63.

- The New Bully Free Classroom by Dr. Allan L. Beane.
- The Assistant Principal 50: Critical Questions for Meaningful Leadership and Professional Growth. By Baruti K. Kafale,
- Hacking School Discipline by Nathan Maynard and Brad Weinstein.
- The It Factor: Discover and Unleash Your Own Unique Leadership Potential by John Morrison

Finally, I have attended a PBIS workshop that offered school, community and family supports to students within the district.

Respectfully Submitted,

Timothy M. Baker
Assistant Principal – Holden/ Eddington Elementary Schools



Regional School Unit 63 **Clifton, Eddington, and Holden**

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 – August, 2022

The Office of Special Services is gearing up for the first day of school. Pre-kindergarten and “new to RSU63” kindergarten students will be screened by staff to determine if there are any concerns that may need to be examined through an evaluation in case services are needed due to the presence of a learning disability. This takes place every year and there are usually 4-5 students in each grade that need some extra support to make academic gains. We have updated all of our records for the new school year and have already started scheduling evaluations and meetings.

Students in grades 2 through 6, will continue to get specially designed instruction within the VMath program as we continue to advertise for a special education teacher. VMath is a core curriculum with targeted supplemental lessons to focus on individual math skills building up to algebraic computation. With Algebra being a graduation requirement, it is vital that our students have multiple years to practice Pre-Algebra at Holbrook before taking Algebra at the High School level. VMath is an explicit and systematic instructional program that will give students foundational skills they need before they begin to tackle the higher-level thinking of Algebraic Reasoning.

Reading instruction will continue to use the Leveled Literacy Instruction program from Fountas and Pinnell with our new Special Education Teacher, Carmen Rioux. This will provide consistency across grade levels and buildings, which will help students by continuously building on their basic reading skills and give them a familiar structure as they move through their reading instruction.

We are also continuing our commitment to encouraging independence through the use of Assistive Educational Materials (AEM) to boost student’s abilities to read and write. Students will continue to have access to audiobooks through Learning Ally to assist with reading comprehension and fluency. They will also have access to Co:Writer which is an auto spelling corrector and voice-to-text/text-to-voice program that assists students in their writing mechanics and fluency.

New staff will be trained to use the programs we have in place to access records digitally and securely. It also appears that there will be a Freshmen Orientation, similar to year pre-COVID19 and I plan on attending in-person to be a familiar face for the students as they get used to their new building and teachers.

We are excited to have Brian White as our Life Skills teacher at Holbrook as well. He has great plans and is excited to meet the students he will be working with.

Respectfully Submitted,

Jesse Gauthier,
Director of Special Services



Regional School Unit 63

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8/11/2022 Board Report

Sharon Haskell

Director of Curriculum and Instruction

Curriculum & Instruction

August 10th and 11th writing teachers across the district came together to continue working on our writing standards. Our next step is to look at our scope and sequence which provides a brief outline of the standards and the teaching order of those standards.

In the spirit of the writing work, we are in the planning stages of reviewing all content areas to ensure they are aligned with state and local standards, and have identified assessment tools that support and extend our student's learning. These reviews will be done through the lens of a Curriculum Review Cycle. This model will be used as a way to evaluate, write, and implement revisions to our curriculum. A Curriculum Review Cycle is a long-term model and process used to examine standards, student learning, and implement changes as necessary.

In the realm of curriculum and instruction, I have worked these past few weeks with the RiSE Center at the University of Maine to hire a Learning Specialist that will assist our schools once per week with all aspects of math, including instruction, student engagement, data analysis, and formative/summative assessment. I am excited to have this resource for our teachers and students.

New textbooks were purchased this year for grades 6-8. The math team at Holbrook looked at Math in Focus and Big Ideas as options for curriculum and decided to continue with Big Ideas.

All area high schools were contacted for information on how our students are performing. Once all the information is received, it will be looked at to see if their experiences in our district are preparing them to thrive beyond our walls.

Grants

Brandy Walsh submitted the Pollinator Pals Grant this summer to continue work on our outdoor garden space. This grant is "designed to support youth garden programs interested in preserving and creating pollinator habitats to help rebuild declining pollinator populations." For more information, please visit the [Kids Gardening](#).

Continuing the focus on getting students outside and active, I am in the process of applying for the Winterkids Downhill 24 Outdoor Fund Grant. The winning school is determined by community vote and will receive \$10,000 with three runners up receiving \$5,000. For more details, please visit the [Winterkids](#) website.

Our Elementary and Secondary Education Act (ESEA) Consolidated Grant was successfully submitted on August 1st. This federal grant provides support around ensuring all children have a significant opportunity to receive a fair, equitable, and high-quality education, and to close educational achievement gaps. For more information about this grant, please visit the [Maine Department of Education](#).

Professional Development

I am currently studying *The Data Coach's Guide to Improving Learning for All Students: Unleashing the Power of Collaborative Inquiry*. In reading through the first few pages, this sentence struck me, "When teachers engage in ongoing collaborative inquiry focused on teaching and learning and making effective use of data, they improve results for students." It is with this mindset that we can begin to use data to identify what is working well and do more of that, and on the flip side, figure out what is not working and change it.

Our new special education teachers will be attending a training hosted by the Southern Penobscot Regional Program for Children with Exceptionalities (SPRPCE). This training will be looking at the PEERS® Curriculum for School Based Professionals. PEERS curriculum is an evidence-based curriculum that was developed at UCLA and is "shown to significantly improve social skills and peer interactions among children and teens with autism spectrum disorder (ASD), and is customized for the needs of educators."

Two math teachers attended a week-long Mathematics Content Immersion with Geometry and Real-World Applications for K-8 Classrooms at the RiSE Center on the UMaine campus. During this 4-day content immersion teachers studied the progression of the most important content goals for elementary and middle school geometry.

Respectfully submitted,
Sharon Haskell
Dir of Curriculum and Instruction

*Coming together is a beginning;
keeping together is progress;
working together is success.*
~Henry Ford



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

To: RSU 63 Board of Directors
From: George Cummings
Date: August 11, 2022
Re: Monthly Report

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

Clartouch Interactive Panels

By August 25th all elementary classrooms will have a Clartouch interactive panel installed in them.

These interactive panels are essentially a giant Android tablet placed on the wall. They have so many capabilities and ways to do things it will be a game changer for delivering instruction and educational content to students.

Clartouch offers online video resources that teachers can watch to get themselves familiar with the board and its capabilities. These videos are about 2-3 minutes each and cover a lot of information.

A Clartouch/Pro AV representative will be here on August 30th to provide a 1 hour training for each elementary school. Eddington's Clartouch training will be from 1:00pm - 2:00pm and Holden's will be from 2:15pm - 3:15pm.

Respectfully submitted,

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

Transportation:

This summer we had a load of gravel delivered to the garage so that we could increase parking spots for four buses. We had some upgrades to the lights so that now it is set up more for a garage than a storage building. All of the buses were cleaned from top to bottom. It's amazing the amount of gum and candy wrappers that students can shove in the seats. The buses have not been this clean for a few years, our driver Brian did a great job at "detailing" them. Keith our mechanic has gone over all the buses, checking brakes, service jobs, and several little things that needed to be done. One bus is still out of service waiting for parts, estimated delivery is December on the parts. At this time, we have three open runs with not much hope of finding drivers.

Facilities:

Holbrook School: No big projects at this school yet, we are hoping the air quality project can start this winter. The new school sign was installed late July and I am hoping the new baseball score board will be installed before school starts.

Holden School: The generator that was intended to be installed in August of 2021 should be all hooked up on 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. The largest part of the roofs was shingled on July 19 & 20, the group started at 10 a.m. on the 19th and was finished at 5:15 on the 20th. They did a remarkable job. Under normal conditions we should not have to do any roof work at this school for at least 20 years. The old steel water tanks for the gym sprinkler system that was installed in 1989 was replaced with new polyethylene tanks. The bus mechanic and I had to haul the old tanks away. We have one section of our oldest boiler leaking and we are in hopes to have this repaired before school starts, we are looking at a cost of around \$5,000 dollars for this repair. The main office had the carpet removed and new floor tile installed. The school was cleaned from top to bottom.

Eddington School:

The air quality /heating up grade is going well and is still on schedule. They think we will be going over the final punch list by September 15th.

The driveway on the north end was repaired, all pavement was removed and a better quality of gravel was installed and compacted. Then the new pavement was installed.

Hopefully next year we can finish the front that we had hoped for this summer.

The school has been cleaned from top to bottom and all floors restored. Ryan and John have done a wonderful job at getting the school ready for the students.

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

Jared Fulgoni
Interim, Superintendent of Schools

TELEPHONE 843-7851
FAX 843-7295

Date: August 2022

From: Kelly Theriault

RE: August Board Report

- The Budget & Finance committee did not meet in July. The next scheduled meeting for the B & F committee is on August 16, 2022 @ 6:00.
- A new dishwasher and milk cooler for Eddington have been ordered. The dishwasher is backed ordered and not expected until the last week of August. We have not yet removed the old one so we can have a working unit in place to start the year off. Pine Tree will work around our schedule as much as possible for the install. Prices have significantly increased in two years, and there are supply issues as well. Both units were estimated to be more than 30 years old! Our plan was to also purchase a new steam table for the Holbrook school. We did not move forward with this item, as the Cooks informed me their 30 quart floor mixer was leaking gear oil and had been serviced a couple times in the last two years. They asked it be considered for replacement. A commercial mixer like this ranges from \$7,000-\$15,000! I was able to purchase one from Amazon for \$3,000. It is similar in dimension and will fit on our current floor rolling stand. The steam table will remain at the top of our replacement list.
- The propane tanks at Holden have been purchased from Maine Energy for \$20,993.74. The comparison quotes we received from RH Foster and Dead River were \$23,814.64 & \$29,872.80 for tanks only (installation would be more, since we did not go through a formal bid, we kept it simple & only requested tank prices.) Owning our own tanks, will help us bid for bulk usage in the future, which should provide better prices as well. (Eddington and Holden now both own their own tanks.)
- The teachers bargaining agreement allows for \$20,000 for course reimbursement for college classes per fiscal year. To date, \$19,789 has been committed. Eight more requests were made back in the spring for winter/Spring classes, all of these will be denied. (Some of these classes are needed for certification.) The CBA calls for approval in order received by semester. (In comparison, last year we paid out \$19,816, and only denied two. Both courses were not approved prior to registration, and payment was requested after the course was completed, at which time funds were exhausted.)
- The administrators bargaining agreement allows for \$10,000 for course reimbursement for college classes per fiscal year. To date, \$3,300 has been committed. I'm holding two (\$3,300) requests for winter/Spring classes. With several new administrators, we may have other requests so I'm approving by semester like we do for teachers. There is no budget for administrator tuition. These costs will come from grants funds. (In comparison, last year we paid out \$6,576, all requests were approved.)
- Reports completed this month in the business office; Quarterly Unemployment, quarterly 940ME, quarterly 941, MePERS, Local Entitlement FY23 application, EFM46 (Budget expenses & revenue), federal reimbursements, US Government census survey (required) and employee multiple worksite.

MSAD63

Warrant Article Summary Financial YTD

Account Number / Description	Revised Budget 7/1/2022 - 6/30/2023	Current Period 7/1/2022 - 7/31/2022	Reported Period 7/1/2022 - 7/31/2022	Encumbrances 7/1/2022 - 7/31/2022	Amount Remaining 7/1/2022 - 7/31/2022	Percent Remaining 7/1/2022 - 7/31/2022	Last Year Period 7/1/2021 - 7/31/2021
Subtotal Regular Instruction	\$2,904,963	\$51,198	\$51,198	\$39,307	\$2,814,458	97%	\$49,318
Subtotal REG 9-12	\$2,880,168	\$0	\$0	\$0	\$2,880,168	100%	\$0
Subtotal Special Education	\$1,727,395	\$33,451	\$33,451	\$12,760	\$1,681,184	97%	\$37,757
Subtotal Staff & Student Sppt	\$670,481	\$127,203	\$127,203	\$38,750	\$504,528	75%	\$40,803
Subtotal Facilities	\$1,402,010	\$190,663	\$190,663	\$296,949	\$914,398	65%	\$116,579
Subtotal Transportation	\$776,956	\$68,579	\$68,579	\$54,923	\$653,454	84%	\$65,678
Sub Total Trans to Other Units	\$0	\$2,842	\$2,842	\$600	\$(3,442)	---	\$1,281
Subtotal System Administration	\$441,701	\$64,250	\$64,250	\$19,751	\$357,700	81%	\$63,554
Subtotal School Administration	\$485,715	\$47,145	\$47,145	\$2,249	\$436,321	90%	\$47,554
Subtotal Other Instrn	\$75,806	\$95	\$95	\$0	\$75,711	100%	\$95
Subtotal All Other	\$100,000	\$0	\$0	\$0	\$100,000	100%	\$0
Subtotal CTE	\$0	\$0	\$0	\$0	\$0	---	\$0
TOTAL ALL EXPENSES	\$1,103,222	\$111,490	\$111,490	\$22,000	\$969,732	88%	\$111,203
NET REVENUE OVER EXPENSE	\$11,465,195	\$585,426	\$585,426	\$465,289	\$10,414,480	91%	\$422,619

Budget and Finance Committee Meeting 06/13/2022

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

Also Present In Person: Kelly Theriault and Jared Fulgoni

Called to Order: 5:20pm

FY22 Financials:

Cost Center Summary: Transportation, System Admin, and Facilities is still areas of concern. Jared Fulgoni, Interim Superintendent met with Kelly Theriault regarding these areas and they agreed organizational structuring changes are needed to deter any future surprises.

May Financials FY22 Detail: Discussion on additional revenue, contract amounts, billed revenue, and fuel tax reimbursement. Superintendent salary line was discussed. Tracy Bigney questioned why line 578 (other purchases – transportation) was over so much. Kelly Theriault advised \$3,000 was for the Haley Ward inspection at the Bus Garage and the transition of the communication tower for the buses.

Hot Lunch: No concerns or questions. Ms. Theriault advised the dishwasher at Eddington and possibly the steam table at Holbrook will be replaced. Kelly advised the assistant cook at Eddington has been advertised and interviews will be done soon.

Holden/Eddington Propane: Propane use went up significantly this school year. Kelly Theriault, Susan Smith, and Jake Morgan met with a representative from Maine Energy to discuss the two-year contract. Maine Energy provided an updated projection to get through the end of the contract. Kelly Theriault shared the projections and the cost of the tanks. Discussion on the purchase of the propane tanks and cost savings over time. Committee agreed to move forward with the proposal from Maine Energy and purchase the tanks with funds from FY22 pending the quotes Jake Morgan receives. Tracy Bigney asked if the propane usage agreement needed to go to the Board, Kelly Theriault advised it is a change order so it will not need to go to the Board, however the tank purchase will go to the Board for approval.

Eddington Roof Bid: Six bids were received. The low bidder is Smith Builders. Jake Morgan checked references and they came back fine. Linda Graban asked if this contractor was related to Jake Morgan. Kelly will look into it, but does not believe there is a connection. Assuming no conflict, the committee agreed to recommend Smith Builders to the Board.

Holden Roof Bid: Six bids were received. The low bidder is Williams Roofing. Williams Roofing was awarded a past contract with us and were ruled out due to issues from the last project. The next low bidder is Triumph Roofing. Linda Graban asked if Mr. Fulgoni knew anything of this company as they are from Amesbury, MA. Jared Fulgoni advised he had never heard of them. Jake Morgan checked references and found no issues. The committee agreed to recommend Triumph Roofing to the Board.

Eddington Paving Bid: This project was part of a joint bid with the Town of Holden. Part A (drive around the building) came in at \$66,800; Part B (exit area to the playground) came in at \$31,450. Jake Morgan recommends to do Part B this year and go back to bid for Part A next year. Cherie Faulkner questioned if Part A is put off, would there be more cost associated for groundwork. She recalled Jake telling the committee during budget building that it could be an issue. Kelly Theriault made a list of questions to confirm prior to the board meeting. No decision was made and was tabled until the questions were answered and will go to the Board.

Other: Cherie asked if there was an update on the Generator at Holden. Ms. Theriault advised August was the last she heard for delivery.

Kelly Theriault asked what the long-term plan was for the Facilities and Transportation committee. She recommends the Budget and Finance Committee should receive a report from them regularly to avoid any surprises at Budget time. The committee agrees this would be very helpful.

Next Meetings

- TBD after the organizational Board meeting

Adjourned: 6:21pm



Regional School Unit 63

Clifton, Eddington, and Holden

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.

It is with pleasure that I submit my first RSU 63 School Board Chair Report. I would like to first welcome our new School Board members – Heather Grass, Heather Lander, and Steve Carr. Serving on a School Board is a privileged opportunity that allows members of the community to contribute and create better outcomes for our students, parents/families, and staff; all of which has a positive impact on the community. All members of our School Board generously give of their time, and I greatly appreciate the commitment of our Board as we head into the 2022/2023 school year.

The School Board has set course on a path to drive positive change in our school district in partnership with our district leaders and administrators. When we set out to find an interim superintendent, we expected that we would find someone willing to step in for a few months to keep our schools operational. However, what we found was an experienced, passionate, and dedicated interim superintendent who without hesitation has been willing to assist us in our goal to drive positive change. We are incredibly fortunate to have Interim Superintendent Jared Fulgoni leading our district at this time, and we greatly appreciate his efforts and commitment.

In the coming months, as we hire our permanent superintendent and began building our strategic plan, we will set the track for excellence within our district with clear goals and expectations. This is an exciting time and I look forward to working with all of you this year.

Respectfully submitted,

Tracy Roberts, RSU 63 Board Chair

**RSU 63 Superintendent Search Committee
Minutes: July 13, 2022**

Board Members Present: Tracy Bigney, Cherie Faulkner, Linda Graban, Heather Grass, Tracy Roberts

Also present: Steve Bailey, Maine School Management Association (MSMA)

The meeting was called to order at 5:31 pm by Tracy Roberts as Chair of the School Board.

The first item of business was to elect a committee chair. Linda Graban nominated Tracy Bigney. Cherie Faulkner seconded the motion.

The rollcall vote was: Cherie Faulkner, Yes; Linda Graban, Yes; Heather Grass, Yes; Tracy Bigney, Yes

Steve Bailey reviewed the next steps and action items as outlined in the agreement between MSMA and RSU 63. The ad for the position is up, and the application format was approved yesterday. MSMA has already received several requests for the application.

The Committee discussed how to expand the group to form a Search/Interview Committee with representatives from teachers, administrators, and the community. This is to be an advisory group, not a deciding body, as the School Board has legal responsibility for hiring the superintendent. There was a consensus to invite 2 administrators, 3 teachers, and 2 parent/community representatives. We will invite the two principals to be members and write to all teachers asking for volunteers to include one teacher from each school. We identified members of the PTG to reach out to about serving as members.

The search committee will use a survey and listening sessions to get input about qualifications and characteristics important in the next superintendent. A listening session for all employees will be held July 25 and one for the School Board on July 28. Listening sessions will be conducted remotely. The survey will be online and will be publicized to employees, parents, and the public. Steve will send members sample questions for the survey and listening sessions for our review and input.

The first meeting of the Search/Interview Committee will be August 4 at 6 pm.

Cherie Faulkner moved that the meeting be adjourned. Linda Graban seconded the motion. The roll call vote was:

Tracy Bigney, Yes; Cherie Faulkner, Yes; Linda Graban, Yes; Heather Grass, Yes

The meeting adjourned at 6:39 pm.

Respectfully submitted,

Tracy Bigney

Superintendent Search Committee Chair

**RSU 63 Superintendent Search Committee
Minutes: August 4, 2022**

Committee Members Present: Michelle Bartlett, Ashley Bean Hutchins, Sam Bedore, Tracy Bigney, Brenda Deroche, Cherie Faulkner, Abby Glidden, Linda Graban, Heather Grass, Sharon Haskell, Robert Meyer

Also Present: Steve Bailey, Maine School Management Association

After introductions of all present, Tracy Bigney provided an overview of the search process. Steve Bailey then facilitated the meeting. He presented training on the committee's responsibilities under federal and state law and district policies for confidentiality and non-discrimination. He stressed the importance of using criteria to guide the process, attracting a highly qualified, diverse pool, and treating all applicants equally. All applications will come through MSMA.

In regard to confidentiality all committee members are required to sign a form confirming that they understand and will abide by the confidentiality requirements.

The Committee reviewed the input we received from the community survey and the two listening sessions for employees and the School Board. There was good consistency between staff, parents, and community. We received 129 responses to the survey, which Steve said was a terrific response.

At this point the committee turned to a discussion of criteria. Because criteria are part of the selection process, that is not appropriate for public discussion. Going forward committee meetings will not be public meetings.

Steve shared sample forms for screening, interview ratings and interview questions. The contents of these forms is confidential. The committee will meet August 9 (without Steve) to review and revise the screening rubric.

The committee will meet with Steve on August 18 to review the criteria, screening form, interview rubric and questions. Following that meeting the committee will have access to applications to screen.

Respectfully submitted,

Tracy Bigney
Superintendent Search Committee Chair

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**RSU 63 Superintendent Search Committee
Minutes: August 9, 2022**

Committee Members Present: Michelle Bartlett, Ashley Bean Hutchins, Sam Bedore, Tracy Bigney, Brenda Deroche, Linda Graban, Heather Grass, Sharon Haskell, Robert Meyer

The Committee decided that we should post the superintendent vacancy in the Bangor Daily News online to comply with RSU 63 hiring policy.

The Committee reviewed the application screening rubric. We developed a proposed rubric that Steve Bailey will review and discuss with us at the August 18 meeting.

Respectfully Submitted,

Tracy Bigney
Superintendent Search Committee Chair