

**RSU 63 Board of Directors
Monday, June 23, 2025
6:30pm
Holden Elementary School
Agenda**

Call Meeting to Order

Flag Salute/Moment of Silence

Welcome Re-Elected Board Members

Election of RSU 63 Board Chair

Election of RSU 63 Vice Chair

Approval of Minutes for May 22, 2025 Board Meeting

Approval of Minutes for May 22, 2025 Budget Meeting

Approval of Minutes for June 3, 2025 Special Board Meeting – Executive Session

Approval of Minutes for June 3, 2025 Special Board Meeting

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

Acceptance of Gifts/Donations

1. Varney Inc. Donated \$2,500.00 for the Holbrook Playground & Plaque
2. Holden 25 Days of Kindness Donated \$5,000.00 for the Holbrook Playground

Presentation - None

Questions and Comments from the Public

Dates of Next Meetings

1. **Budget and Finance:** TBD
2. **School Consolidation Committee Meeting:** Monday, June 30, 2025 at 5:30pm, Eddington Elementary School
3. **Policy Committee Meeting:** TBD
4. **Board Meeting:** TBD

Budget and Finance

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

Superintendent's Report

Acceptance of Committees', Administrators', Superintendent's, and Board Chair's Reports

Old Business

New Business

1. Certification of the Referendum Results
2. Copier Lease Approval
 - a. Tax Exempt Lease

- b. Authorize Superintendent to Execute and Deliver Tax Exempt Lease
- 3. Create Position
 - a. Teaching Principal, Holbrook Middle School
- 4. 2025-2026 RSU 63 Board Meeting Dates and Locations
- 5. Review of Board Committees and Committee Member Assignments
 - a. Election of Budget and Finance Committee Members
 - b. Election of Warrant Officers
- 6. RSU 63 Board of Directors Documents Review
- 7. Motion to Authorize the Superintendent to Hire New Staff (Administrative, Teachers, and Support Staff) During Summer Months

Personnel Actions

- 1. Resignations/Retirements
 - a. Carmen Rioux – Director of Special Services
 - b. Kaitlyn Helfen – Grade 2 Teacher
 - c. Kendra Bruton – Holden Assistant Cook
 - d. Kelsey Linscott – Kindergarten Teacher
 - e. Sierra Blake – Grade 1 Teacher
 - f. Fletcher Marriner – Ed Tech III, Holbrook
 - g. Timothy Baker – Elementary Schools Principal
 - h. Zachary Chenier – Transportation Manager/Bus Driver
- 2. Elections
 - a. Justin Smith – Grade 7 & 8 Math Teacher
 - b. Haley Saucier - .5 Title I/.5 ELL Teacher
 - c. Sheila Caldwell – Director of Curriculum and Instruction
 - d. Danelle Farrell – Special Education Teacher Resource Room, Eddington
 - e. William Bradley - Music/Chorus Teacher Holbrook (.6 FTE)
 - f. Stephanie McLean – Elementary Schools Principal
 - g. Nicole Hogan – Library Media Specialist (.6 FTE)
 - h. Julia Poland – Grade 1 Teacher
 - i. Olivia Belbute – Special Education Life Skills Teacher, Holbrook
- 3. Assignments
 - a. Jessica Knights –Bookkeeper
 - b. Fall Coaches
 - i. Jason Smith – Boys Soccer
 - ii. Ethan Welch – Girls Soccer
 - iii. Dennis Whitney – Cross Country
- 4. Reassignments
 - a. Shelley Wyman – Data and Communications Specialist to Administrative Assistant to the Superintendent
 - b. Jennah Geiser – Grade 1 Teacher to Grade 2 Teacher
 - c. Ashley Perry – Grade 1 Teacher to Grade 4 Teacher
 - d.
- 5. Searches
 - a. Transportation Manager/Bus Driver
 - b. Cook
 - c. Grade 1 Teacher
 - d. Grade 3 Teacher
 - e. Grade 4 Teacher
 - f. Ed Tech III, Holbrook (2)
 - g. Data and Communications Specialist
 - h. Part-time Custodian
 - i. Holbrook Middle School Principal

- j. Business Manager
- k. Holbrook Secretary
- l. Special Education Teacher Resource Room (Holbrook)
- m. 7/8 Math Teacher
- n. Speech Language Pathologist (District)
- o. Ed Tech II – Title I/Elementary RTI (Eddington)
- p. Van Driver
- q. Spare Van Driver
- r. Spare Bus Drivers

Executive Session - Discussion of employment of officials/appointees/employees with RSU 63 Technology Coordinator pursuant to 1 M.R.S.A. § 405(6)(A)

Executive Session - Discussion of employment of officials/appointees/employees with RSU 63 Facilities and Maintenance Manager pursuant to 1 M.R.S.A. § 405(6)(A)

Resume Public Session

Action Regarding Executive Sessions

Adjournment

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

RSU #63 Board Meeting
Date: May 22, 2025
Location: Holbrook Middle School
Minutes

RSU 63 Board Member(s) Present:

Town of Holden: Amy Hart, Heather Lander, and Scott Walton

Town of Clifton: Linda Graban

Town of Eddington: Rachel Downs, Heather Grass, and Brittany Wood (arrived at 5:33pm)

RSU 63 Board Member(s) Absent Excused:

Town of Holden: Cherie Faulkner

Linda Graban, Board Chair, called the meeting to order at 5:30pm followed by the flag salute and moment of silence.

Agenda Adjustment: Motion by Scott Walton to add scheduling of school consolidation vote to the agenda under new business. 2nd by Rachel Downs.

Discussion: None

Vote: 4 Approved; 2 Opposed

Motion by Heather Grass with a second by Heather Lander to approve the minutes for the April 28, 2025 Board Meeting with corrections.

Discussion: Rachel Downs stated on page 2 of the minutes under executive session there are 3 abstentions recorded under votes. She asked for them to be corrected. Shelley Wyman, RSU 63 Data and Communications Specialist and acting Administrative Assistant to the Superintendent, asked if she could speak. Permission was granted. Mrs. Wyman explained the sheets provided to the Board for executive session was the tool used for determination of the votes. Some sheets were completed fully, others were partial, and those that were blank were recorded as abstentions. There was no audio recording. Superintendent Fulgoni advised Mrs. Wyman can only use what is provided to her to complete the minutes and we will need to use the honor system to accurately record minutes and make adjustments, if needed. He added that the correction will not change the outcome. Rachel Wood noted she wanted her vote changed from abstention to approved for Gayle Peirce. Brittany Wood noted she wanted her vote changed from abstention to approved for Lauren Swalec.

Vote: 7 Approved; 0 Opposed

Board Member Amy Hart, read a prepared statement regarding the way the Board handled the vote on Teacher Contracts. See *Attachment A*.

Agenda Adjustment: Scott Walton asked the Board Chair for a second agenda adjustment under New Business. Motion by Scott Walton to add a statement issued from full board regarding survey sent. 2nd by Amy Hart.

Discussion: None

Vote: 5 Approved; 2 Opposed

Recognition and/or Awards of Students, Staff, and Other: Kristina Dumond, RSU 63 Director of Curriculum and Instruction recognized the Holbrook Math Team and Mrs. Brownell for their achievements at the recent Math Meet held at the University of Maine Field House. Holbrook had 23 students participating and finished in 2nd Place as well as having multiple Top 10 finishers.

Rachel Downs recognized the Softball A Team for receiving multiple compliments on their positive attitudes and good sportsmanship at their recent game against Bangor Christian. She also recognized Mrs. McCarthy for inspiring her Civics Class students so much that a few families of her students went to Washington DC over April Break due to Mrs. McCarthy's excitement and inspiration of her teachings.

Acceptance of Gifts and Donations: Superintendent Fulgoni thanked Scott Chiacchio for donating his time to paint the baseball and softball dugouts at Holbrook Middle School. Heather Lander thanked Karen Campbell for her time volunteered with the Community Garden.

Motion by Scott Walton with a second by Rachel Downs to approve the donations.

Discussion: None

RSU 63 Board Meeting Minutes

May 22, 2025

Page 1 of 3

Vote: 7 Approved; 0 Opposed

Presentation: None

Questions and Comments from the Public: Linda Graban read public comment statement. Ben Breadmore, Manager of the Town of Holden, read a prepared statement regarding the school consolidation and asked Superintendent Fulgoni for his opinion on what school to retain, and what school would be appropriate to close. Tom Copeland, Holden Town Council, thanked Kelly Theriault, RSU 63 Business Manager for her tremendous effort to pull RSU 63 out of turmoil. He also noted the amount of discussion around town regarding the awful way staff were let go and stated procedures need to change. Sarah Lane, Holden resident discussed the important of real time coaching and the teacher evaluation process.

Dates of Next Committee Meetings:

1. **Policy Committee Meeting:** TBD
2. **Board Meeting:** June 23, 2025 at 6:30pm, Holden Elementary School
3. **Budget and Finance Committee:** TBD
4. **School Consolidation Committee Meeting:** TBD
5. **Negotiations Committee Meeting (Executive Session Only):** May 29, 2025 at 5:30pm, Eddington Elementary School

Budget and Finance: Nothing to add

Superintendent's Report: Superintendent Fulgoni thanked Derek Robertson for his service to the RSU 63 Board of Directors and welcomed Scott Walton as he was appointed by the Holden Town Council to fill the vacancy. Superintendent Fulgoni commented on how wonderful the elementary school concerts were and echoed Tom Copeland's on Kelly Theriault.

Acceptance of Reports: Motion by Scott Walton with a second by Rachel Downs to accept the written and verbal Committees', Administrators, and Superintendent's Report.

Discussion: None

Vote: 7 Approved; 0 Opposed

Old Business: None

New Business:

Schedule Special Meeting for Purpose of School Consolidation Vote of the Full Board:

Motion by Scott Walton with a second by Rachel Downs to schedule a special board meeting for Wednesday, June 4, 2025 at 6:30pm with a public comment period of up to 30 minutes will be allowed with individual comments limited to two minutes, prior to referendum vote.

Discussion: Scott Walton stated there is enough information to make a decision and there is nothing else to gain by waiting any longer. Linda Graban stated the committee wanted to have another meeting to develop a plan to present to the Board. Rachel Downs stated the Board agreed to have a representative from each town on the committee and Derek is no longer on the Board. She recommended to add a Town of Holden representative. Discussion took place on the date of June 4th. Scott asked what other date worked for the Board. Shelley Wyman recommended to amend the motion to state "pick a date prior to the June election".

Scott amended the motion with a second by Rachel Downs to schedule a special board meeting for the purpose of the school consolidation vote of the full board with a public comment period of up to 30 minutes will be allowed with individual comments limited to two minutes, at a date prior to the June referendum.

Vote: 5 Yes; 2 No

Motion by Scott Walton with a second by Rachel Downs to poll for dates to schedule the special meeting by Central Office.

Discussion: None

Vote: 5 Yes; 2 No

Public Survey: Scott Walton stated the survey that was distributed caused a lot of confusion and recommended the board issue a public statement. He offered and read a draft of a public statement in response to the public survey that was distributed at the direction of the chair.

Motion by Scott Walton with a second by Amy Hart to distribute the public statement to towns and on social media via the Central Office.

Discussion: Heather Grass stated she thought at the public forum a straw poll was agreed on. Linda Graban stated she thought everyone agreed. Scott Walton agreed that there was discussion, but no vote was taken on the survey language. Linda stated she has been harassed by Scott Walton on this topic. Amy Hart stated the survey release was very confusion and she did not feel Mr. Walton harassed Ms. Graban by asking questions. Rachel Downs stated the survey was very rushed. The questions were unclear and confusing as there was no way to respond. She suggested a less rushed survey and the committee should work together to develop the survey. Linda Graban said it was rushed and she feels like they are being rushed into making a decision. Scott Walton stated the survey should have been done at the beginning of the process. Rachel Downs stated our elected legislature does not check with individuals, they were elected to represent the public and make decision based on what they feel is the best decision.

Vote: 5 Yes; 2 No

Personnel Actions

Resignations/Retirements: Kelly Theriault, RSU 63 Business Manager, resignation effective June 30, 2025; Samantha Bedore, Grade 4 Teacher, resignation effective end of 2024-2025 school year; Mary St. Peter, Grade 4 Teacher, resignation effective end of 2024-2025 school year; Teresa Maybury, Holbrook every day Substitute, retirement effective June 2025.

Elections: None

Appointments: None

Reassignments: None.

Searches: Part-time Custodian, Elementary School Principal, Holbrook Middle School Principal; Director of Curriculum and Instruction, Administrative Assistant to the Superintendent, Business Manager, Bookkeeper, Holbrook Secretary, Special Education Teachers (Eddington and Holbrook), Holbrook Chorus/Music Teacher, .5 Title I/.5 ELL Teacher, 7/8 Math Teachers, Library Media Specialist, Speech Language Pathologist, Ed Tech II – Title I/Elementary RTI at Eddington, Spare Van Drivers, and Spare Bus Drivers.

Adjournment: At 6:27pm, motion by Heather Lander with a second by Heather Grass to adjourn the meeting.

Discussion: None

Vote: 7 Approved; 0 Opposed

Respectfully submitted by,

Jared Fulgoni
RSU 63 Superintendent of Schools

Attachment A

May 22, 2025

I would like to address the issue of teacher contract renewals and nonrenewals in our district. My primary reason for joining the board two years ago was to help improve teacher retention. Since my own children started school here in 2008, we've seen significant staff turnover. As a teacher with 20 years of experience, I understand the negative impact this has on staff morale and student continuity.

Many parents may be wondering why, with approximately 20 open positions listed on Serving Schools, the board chose not to renew the contracts of three teachers who were recommended for renewal by their supervisors—professionals trained in education and administration.

The votes on these renewals are public. You'll see that the same four board members voted against the renewals. I want to be transparent: these decisions were not based on evaluations, grade reports, mentor feedback, or any other professional data. In fact, two members of the board even blocked a teacher advocate from attending the executive session—without discussion or agreement from the rest of us. A teacher advocate, whether a principal, department head, or mentor, would have provided important context and insight during the decision-making process.

In most school districts, the board's role in renewals is to support the recommendations of educational professionals who work closely with these teachers every day. It is not standard practice to end a teacher's career with the district based on personal anecdotes or preferences. Yet, in every case this year, the "no" votes appeared to stem from disciplinary issues involving a board member's child or grandchild. This is not only inappropriate—it is self-serving and harmful to the integrity of our school system.

These actions are especially disheartening when they affect new teachers, who have already had time and resources invested in their development. Terminating them undermines both that investment and our district's reputation. It also shrinks our pool of applicants for future openings.

Moving forward, I would like to see changes in our district's renewal process. Specifically, I propose that when there is a question of renewal, the board be required to review evaluations and portfolios and hear directly from a teacher advocate. These steps would make the process more transparent, equitable, and focused on what's best for our students.

RSU #63 Budget Meeting
Date: May 22, 2025
Location: Holbrook Middle School
Minutes

RSU #63 Chair, Linda Graban called the meeting to order at 6:30pm for the purpose of determining the Budget Articles set forth below.

Warrant Articles (Attachment A)

Article 1:

“To elect by ballot a Moderator to preside at said meeting.” School budget for July 1, 2025 to June 30, 2026.

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

John Bunker accepted the nomination. There were no other motions from the floor. **By written ballot, John Bunker was elected Moderator with Mr. Bunker receiving 14 votes with 0 opposed.**

Linda Graban, Board Chair, swore in Mr. Bunker.

A motion was made by Tom Copeland with a second by Benjamin Breadmore to consolidate Articles 2 through 11 of the RSU #63 Warrant as written.

Discussion: .

By a show of hands, motion to consolidate Articles 2 through 11 of the RSU #63 Warrant passed with 10 in favor and 3 opposed.

Article 2 -11:

Mr. Bunker asked for a motion to approve Articles 2 through 12 of the RSU #63 Warrant as written.

Discussion: Susan Shane, Town of Eddington resident thanked the Budget and Finance Committee, Kelly Theriault, RSU 63 Business Manager, and Superintendent Jared Fulgoni for their work on this budget. She questioned salary funds as Teachers are still negotiating their contracts as well as the \$650,000 that was added to the budget last year and still listed in this budget. Kelly Theriault explained the process on salaries and negotiations as well as the \$650,000.

By a show of hands, motion to approve Articles 2 through 11 of the RSU #63 Warrant as written, passed with 11 in favor and 1 opposed.

Article 12:

Mr. Bunker read Article 12. Motion was made with a second to approve Article 12 of the RSU #63 Warrant as written in the amounts of

Total Appropriated

<i>Clifton</i>	<i>\$1,149,235.81</i>
<i>Eddington</i>	<i>\$3,225,393.21</i>
<i>Holden</i>	<i><u>\$4,811,908.18</u></i>

School District Total

Appropriated \$9,186,537.20

Total Raised

<i>Clifton</i>	<i>\$623,115.00</i>
<i>Eddington</i>	<i>\$1,409,811.67</i>
<i>Holden</i>	<i><u>\$2,304,885.00</u></i>

School District Total

Raised \$4,337,811.67

By a show of hands, Articles 12 of the RSU #63 Warrant as written passed, with 10 in favor and 0 opposed.

Article 13:

Mr. Bunker read Article 13. Motion was made with a second to approve Article 13 of the RSU #63 Warrant as written in the amount of \$2,385,831.98.

By secret ballot, Article 13 of the RSU #63 Warrant as written passed in the amount of \$2,385,831.98, with 15 in favor and 3 opposed.

Vote: 15 Yes; 3 Opposed

Article 14:

Mr. Bunker read Article 14. Motion was made with a second to approve Article 14 of the RSU #63 Warrant as written in the amount of \$12,694,262.79.

By a show of hands, Articles 14 of the RSU #63 Warrant as written passed in the amount of \$12,694,262.79 with 10 in favor and 1 opposed.

Article 15:

Mr. Bunker read Article 15. Kelly Theriault advised the appropriation amount listed as \$4,000.00 in the article needs to be amended to match the raised amount of \$3,740.00 in the motion. Motion was made with a second to approve Article 15 of the RSU #63 Warrant as amended in the amount of \$3,740.00.

By a show of hands, Articles 15 of the RSU #63 Warrant as amended passed in the amount of \$3,740.00, with 11 in favor and 0 opposed.

Article 16:

Mr. Bunker read Article 16. Motion was made with a second to approve Article 16 of the RSU #63 Warrant as written in the amount of \$5,603,413.72.

By a show of hands, Articles 16 of the RSU #63 Warrant as written passed in the amount of \$5,603,413.72, with 13 in favor and 0 opposed.

Vote: 13 Yes; 0 Opposed

Article 17:

Mr. Bunker read Article 17. Motion was made with a second to approve Article 17 of the RSU #63 Warrant as written in the amount of \$217,507.63.

By a show of hands, Articles 17 of the RSU #63 Warrant as written passed in the amount of \$217,507.63 with 14 in favor and 0 opposed.

Vote: 14 Yes; 0 Opposed

Article 18:

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

By a show of hands, Article 18 of the RSU #63 Warrant as written passed, with 12 in favor and 0 opposed.

Article 19:

Mr. Bunker read Article 19. Motion was made with a second to approve Article 19 of the RSU #63 Warrant as written in the amount not to exceed \$125,000.00.

By a show of hands, Article 19 of the RSU #63 Warrant as written passed in the amount not to exceed \$125,000.00, with 13 in favor and 0 opposed.

Article 20:

Mr. Bunker read Article 20. Motion was made with a second to approve Article 20 of the RSU #63 Warrant as written in the amount not to exceed \$200,000.00.

By a show of hands, Article 20 of the RSU #63 Warrant as written passed in the amount not to exceed \$200,000.00, with 11 in favor 2 opposed.

Mr. Bunker asked if there was anyone else who had any comments or questions. Kelly Theriault, RSU #63 Business Manager thanked the Board and RSU 63 School District for their support over the past 12 years. She thanked Superintendent Fulgoni for his support and mentorship, and stated she has learned a lot from him and appreciated his support. She stated she has enjoyed working here. In the beginning it was very difficult to pass a budget, but the last few years it has been much easier. She thanked the towns for their support as well.

Benjamin Breadmore, Holden Town Manager read a statement (*Attachment B*) asking Superintendent Fulgoni, based on his experience and data collected, what school should the district retain and which school should they close. Superintendent Fulgoni advised he has no emotional attachment to either building. Based on the facts, safety, space, and cost savings, he stated Holden provides a more appropriate space, greater square footage, and room to grow. Transportation time is cut down, building maintenance is lower on future costs and needs. The building has a new generator and can be used as an emergency shelter. He stated that looking at it from an educational standpoint and based on the facts, Holden Elementary would be the better school to maintain and retain.

Mr. Bunker concluded the public comment and called for a motion to adjourn.

Adjournment: Motion with a second to adjourn at 7:15pm; the meeting adjourned.

Respectfully submitted by,

Jared Fulgoni
RSU #63 Superintendent of Schools

Attachment A

REGIONAL SCHOOL UNIT NO. 63 Warrant for Annual Budget Meeting

(Required articles)

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

In the name of the State of Maine, you are hereby required to notify the voters of each of the municipalities within Regional School Unit No. 63, namely, the Towns of Clifton, Eddington, and Holden, that a **District Budget Meeting will be held at the Holbrook School, 202 Kidder Hill Road, in the Town of Holden, Maine at 6:30 P.M. on May 22, 2025** for the purpose of determining the Budget Meeting Articles set forth below.

- ARTICLE 1 To elect by ballot a Moderator to preside at said meeting. *School Budget for July 1, 2025 to June 30, 2026.*
- ARTICLE 2 To see what sum the District will be allowed to expend for REGULAR INSTRUCTION.
Board of Directors Recommends \$6,565,254.23
- ARTICLE 3 To see what sum the District will be allowed to expend for SPECIAL EDUCATION.
Board of Directors Recommends \$2,033,131.57
- ARTICLE 4 To see what sum the District will be allowed to expend for STAFF AND STUDENT SUPPORT.
Board of Directors Recommends \$821,825.00
- ARTICLE 5 To see what sum the District will be allowed to expend for FACILITIES MAINTENANCE.
Board of Directors Recommends \$1,182,106.23
- ARTICLE 6 To see what sum the District will be allowed to expend for TRANSPORTATION AND BUSES.
Board of Directors Recommends \$686,880.26
- ARTICLE 7 To see what sum the District will be allowed to expend for SYSTEM ADMINISTRATION.
Board of Directors Recommends \$554,953.50
- ARTICLE 8 To see what sum the District will be allowed to expend for SCHOOL ADMINISTRATION.
Board of Directors Recommends \$582,528.00
- ARTICLE 9 To see what sum the District will be allowed to expend for OTHER INSTRUCTION.
Board of Directors Recommends \$80,584.00
- ARTICLE 10 To see what sum the District will be allowed to expend for DEBT SERVICE AND OTHER COMMITMENTS.
Board of Directors Recommends \$137,000.00
- ARTICLE 11 To see what sum the District will be allowed to expend for ALL OTHER EXPENDITURES.
Board of Directors Recommends \$50,000.00
- ARTICLE 12 To see what sum the District will appropriate for the total cost of funding public education from pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and to see what sum the District will raise and assess as each municipality's contribution to the total cost of funding public education from pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act in accordance with the Maine Revised Statutes, Title 20-A, section 15688. (Recommend amount set forth below)

Total Appropriated

Clifton	\$1,149,235.81
Eddington	\$3,225,393.21
Holden	<u>\$4,811,908.18</u>

School District Total
Appropriated \$9,186,537.20

Total Raised

Clifton	\$623,115.00
Eddington	\$1,409,811.67
Holden	<u>\$2,304,885.00</u>

School District Total
Raised \$4,337,811.67

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

ARTICLE 13 ~~Shall Regional School Unit No. 63 raise and appropriate \$2,385,831.98 in additional local funds, which exceeds the State's Essential Programs and Services allocation model by \$2,385,831.98 as required to fund the budget recommended by the Board of Directors? The Board of Directors recommends \$2,385,831.98 for additional local funds and gives the following reason(s) for exceeding the State's Essential Programs and Services funding model by \$2,385,831.98. The District's Facilities, Transportation and Special Education costs are higher than allocated by the model and actual secondary tuition costs are higher than funded through the EPS model. Additionally, the District's educational staffing ratios slightly exceed the staffing ratios recommended by the State's Essential Programs and Services funding model and System Administration & Co/Extra Curricular is only partially funded in the current formula. Board of Directors Recommends a "YES" vote. (Paper ballot)~~

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

ARTICLE 14 To see what sum the District will authorize the Board of Directors to expend for the fiscal year beginning July 1, 2025 and ending June 30, 2026 from the District's contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act, non-state funded school construction projects, additional local funds for school purposes under the Maine Revised Statutes, Title 20-A, section 15690, unexpended balances, tuition receipts, state subsidy, and other receipts for the support of schools. Board of Directors Recommends \$12,694,262.79.

ARTICLE 15 To see what sum the District will appropriate \$4,000.00 for Adult Education and raise \$3,740.00 as the local share; with authorization to expend any additional, incidental, or miscellaneous receipts in the interest and for the well-being of the adult education program.

ARTICLE 16 Shall the regional vocational operating budget as approved by the cooperative board for the year beginning July 1, 2025 and ending June 30, 2026 be approved in the amount of \$5,603,413.72?
(Not subject to amendment from the floor. May either be accepted or rejected by the voters. Requires count of votes.)

Note: The District's (local) contribution to the total cost of funding the vocational operating budget for the year beginning July 1, 2025 and ending June 30, 2026 is \$0.00

ARTICLE 17 Shall the vocational region approve a budget for Adult education for the year beginning July 1, 2025 and ending June 30, 2026 in the amount of \$217,507.63? (Not subject to amendment from the floor. May either be accepted or rejected by the voters. Requires count of votes.)

Note: The District's contribution to the total cost of funding the vocational region adult education for the year beginning July 1, 2025 and ending June 30, 2026 is \$3,740.00.

(Additional articles)

ARTICLE 18 In addition to the amounts approved in the preceding articles, shall the District be authorized to expend federal funds and such other sums as may be received from federal or state grants or programs or other sources during the fiscal year for school purposes, provided that such grants, programs or other sources do not require the expenditure of funds not previously appropriated?
Board of Directors Recommends a "YES" vote.

Bus Purchase:

ARTICLE 19

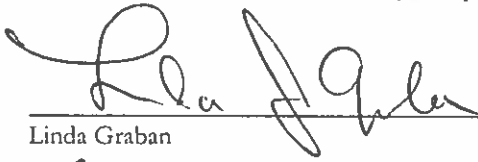
Shall the Board of Directors be authorized to issue notes not to exceed a period of five years in the name of the district for the purpose of purchasing school bus(es) in an amount not to exceed \$125,000.00 and appropriate the same.

ARTICLE 20

To see what sum the towns will authorize the Board of Directors to appropriate from audited school general fund balance as of June 30, 2024 to add to the already established facilities reserve account. Board of Directors Recommends an amount not to exceed \$200,000.00

(Note: This amount is from fund balance and does not impact tax assessment.)

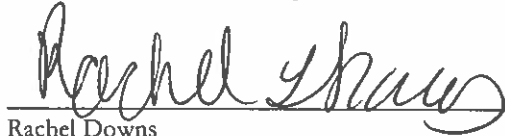
Given under our hands this 28th day of April, 2025.



Linda Graban



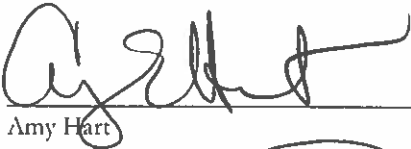
Cherie Faulkner



Rachel Downs



Heather Grass



Amy Hart



Heather Lander



Derrick Robertson



Brittany Wood

Regional School Unit No. 63

A true copy of the warrant, Attest


Linda Graban

RSU #63 Board Meeting
Date: June 3, 2025 Special Board Meeting
Location: Holbrook Middle School
Minutes

RSU 63 Board Member(s) Present:

Town of Holden: Cherie Faulkner (arrived at 6:04pm), Amy Hart, Scott Walton, and Heather Lander

Town of Clifton: Linda Graban

Town of Eddington: Heather Grass, Rachel Downs and Brittany Wood

Others Present: Daniel Stockford, Attorney from Brann & Isaacson

Linda Graban, Board Chair, called the meeting to order at 6:03pm followed by the flag salute and moment of silence.

Motion by Heather Grass with a second by Brittany Wood to enter into Executive Session for the purpose of meeting with legal counsel for discussion of legal rights and duties of the RSU 63 Board of Directors pursuant to 1 MRSA § 405(6)(E)

Discussion: Scott Walton asked if the Board could get the attorney's opinion on if the topics go outside of the statute for executive session how should that be handled. Mr. Stockford responded he will provide guidance.

Roll Call Vote: Brittany Wood – Yes; Heather Grass – Yes; Rachel Downs – Yes; Amy Hart – Yes; Linda Graban – Yes; Cherie Faulkner – Yes; Heather Lander – Yes; Scott Walton - Yes

8 Approved; 0 Opposed; Motion Passed

Resume Public Session: 6:34pm

Motion by Cherie Faulkner with a second by Rachel Downs to enter into Executive Session for the purpose of meeting with legal counsel for discussion of legal rights and duties of the RSU 63 Board of Directors pursuant to 1 MRSA § 405(6)(E)

Discussion: None

Roll Call Vote: Brittany Wood – Yes; Heather Grass – Yes; Rachel Downs – Yes; Amy Hart – Yes; Linda Graban – Yes; Cherie Faulkner – Yes; Heather Lander – Yes; Scott Walton - Yes

8 Approved; 0 Opposed; Motion Passed

Resume Public Session: 7:06pm

Adjournment: At 7:06pm, motion by Rachel Downs with a second by Cherie Faulkner to adjourn the meeting.

Discussion: None

Vote: 8 Approved; 0 Opposed

Respectfully submitted by,

Jared Fulgoni
RSU 63 Superintendent of Schools

RSU #63 Special Board Meeting
Date: June 3, 2025
Location: Holbrook Middle School
Minutes

RSU 63 Board Member(s) Present:

Town of Holden: Cherie Faulkner, Amy Hart, Scott Walton, and Heather Lander

Town of Clifton: Linda Graban

Town of Eddington: Heather Grass, Rachel Downs and Brittany Wood

Others Present: Daniel Stockford, Attorney from Brann & Isaacson

Linda Graban, Board Chair, called the meeting to order at 7:07pm followed by the flag salute and moment of silence.

Public Comment: Ben Breadmore, Holden Town Manager read a public statement outlining the differences between the buildings and referencing the importance of making a decision based on facts, efficiency, and long-term sustainability. Ray Wood, Eddington Selectboard member voiced his concern for misleading information being told to towns by the Superintendent. He stated he had emails from the Department of Education contradicting the process outlined by Superintendent Fulgoni. Daniel Stockford, Brann & Isaacson Attorney confirmed that what Superintendent Fulgoni advised the towns on the process was correct. Susan Shane, Eddington resident provided a handout to the Board titled "Concerns Regarding Buildings" that she put together. She stated she does not feel the Board is ready to vote. David McCluskey, Eddington Selectboard member stated the three towns have historically worked very well together but feels this decision is causing a divide that will be hard to repair. He recommended the Board take the year to carefully consider all the information, there was no rush to make this decision now. Shawna Hinkley – Eddington Town Manager said the district has not shared what the actual cost savings are by closing either building. She added the new connector road is expected to attract more people to the area and the Board should wait to make their decision.

New Business:

Motion by Cherie Faulkner with a second by Scott Walton to approve the closure of Eddington Elementary School due to lack of need by June 3, 2026.

Discussion: Rachel Downs read a prepared statement. She stated she has considered all current facts and took into consideration previous years investigations into consolidation, as well as what is in the best interest of the district to remain fiscally responsible to the taxpayers. She feels the Board is ready to make a decision. Cherie Faulkner stated she has never felt pressured or rushed to make a decision. She stated it is an easy decision based on the facts, Holden has room to grow. Scott Walton introduced himself as he is a new Board member. He stated he has jumped in the roll of Board member head on and researched all of the information on this topic. He felt that having 440 students in the district with an enrollment that is continuing to decline, it is not feasible to sustain three buildings. If the new connector road does provide an influx of new families, he felt two buildings would still be more than enough space. He added the cost savings on transportation would be significant and allow us to allocate those funds elsewhere. Linda Graban stated she felt the Town of Holden has been pushing for consolidation, she has received harassing emails and phone calls, information has been presented in a biased manner, and she has been met with denial of her requests to share information. She reminded the Board to think of the student needs when making this decision. Heather Lander a lot of information has been provided over the last year to consider. She has talked to many teachers and community members during this time and the biggest concern is taxes. Enrollment numbers are down, with the exception of 1st grade which is the largest class. She added the buildings need a lot of work, we need new buses, and travel times are long. She stated safety is her number one concern and the biggest reason for basing her decision as well as remaining fiscally responsible to the taxpayers.

Linda asked if there were any more comments. There were none. Superintendent Fulgoni asked Mr. Stockford to confirm if a “Yes” vote meant the board was voting to close the Eddington Elementary School. Mr. Stockford confirmed a “Yes” vote was to close the Eddington Elementary School per the language of the motion.

Roll Call Vote: Scott Walton – Yes; Heather Lander – Yes; Cherie Faulkner – Yes; Linda Graban – N; Amy Hart – Yes; Rachel Downs – Yes; Heather Grass – No; Brittany Wood – No

5 Approved; 3 Opposed; Motion does not have two third majority vote in favor, therefore the motion does not pass.

Adjournment: At 7:47pm, motion by Heather Grass with a second by Cherie Faulkner to adjourn the meeting.

Discussion: None

Vote: 8 Approved; 0 Opposed

Respectfully submitted by,

Jared Fulgoni
RSU 63 Superintendent of Schools

MSAD63

Warrant Article Summary Financial YTD

Report # 34271

Statement Code: ArtSummFin

Account Number / Description	Revised Budget 7/1/2024 - 6/30/2025	Current Period 6/1/2025 - 6/30/2025	Reported Period 7/1/2024 - 6/30/2025	Encumbrances 7/1/2024 - 6/30/2025	Amount Remaining 7/1/2024 - 6/30/2025	Percent Remaining 7/1/2024 - 6/30/2025	Last Year Period 7/1/2023 - 6/30/2024
Subtotal Regular Instruction	\$3,022,859	\$219,862	\$2,462,567	\$9,186	\$551,106	18%	\$2,677,206
Subtotal REg 9-12	\$3,098,269	\$0	\$2,702,821	\$0	\$395,448	13%	\$2,938,541
Subtotal Special Education	\$1,971,666	\$96,775	\$1,378,919	\$47,316	\$545,431	28%	\$1,796,618
Subtotal Staff & Student Sppt	\$675,475	\$48,222	\$622,599	\$2,801	\$50,075	7%	\$554,985
Subtotal Facilities	\$1,859,923	\$34,884	\$1,719,145	\$39,962	\$100,816	5%	\$1,087,110
Subtotal Transportation	\$647,142	\$43,382	\$541,959	\$6,455	\$98,728	15%	\$615,684
Sub Total Trans to Other Units	\$0	\$245	\$2,332	\$0	\$(2,332)	---	\$3,103
Subtotal System Administration	\$534,287	\$33,634	\$483,775	\$2,157	\$48,355	9%	\$472,758
Subtotal School Administration	\$518,505	\$45,972	\$453,150	\$605	\$64,750	12%	\$488,597
Subtotal Other Instrn	\$87,056	\$22,032	\$60,117	\$1,935	\$25,004	29%	\$63,202
Subtotal All Other	\$50,000	\$0	\$0	\$0	\$50,000	100%	\$12,686
Total Expenses	\$1,189,848	\$101,638	\$997,042	\$4,697	\$188,109	16%	\$1,037,243
Net Revenue over Expense	\$12,465,182	\$545,008	\$10,427,384	\$110,417	\$1,927,381	15%	\$10,710,490
Subtotal CTE	\$0	\$0	\$0	\$0	\$0	---	\$0
TOTAL ALL EXPENSES	\$0	\$0	\$0	\$0	\$0	---	\$0



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
Superintendent of Schools

Kelly Theriault
Business Manager

TO: RSU 63 BOARD of DIRECTORS
FROM: JARED FULGONI, SUPT OF SCHOOLS
RE: REPORT TO BOARD
DATE: 06/23/25

The school year has come to a close and I want to thank the administrators, teachers, staff, and students for their hard work this year.

One only needs to look at the data provided by the Director of Curriculum and Instruction in her report to see the continued success of the district. Together with the teachers and staff, the district has increased the achievement of students, significantly decreased chronic absenteeism and developed a strong academic plan to keep the district moving forward.

I wish to thank Kristina (Tina) Dumond for supporting the teachers and shepherding the work of the curriculum team.

Likewise, I would like to thank and recognize Mr. Tim Baker for all he has done for the students of RSU 63 in his capacity as both an assistant principal and principal these past years. His compassion, patience, and willingness to do anything for his students is laudable and sincerely appreciated.

As I mentioned at the budget hearing, Kelly Theriault has been an invaluable member of the districts administration for years and the community of Greenbush is so fortunate to be having her join them as their new superintendent. I know these three and many of the other dedicated professionals leaving us for new professional opportunities will meet with great success and I wish them all well.

This board is facing many challenges and obstacles, yet these challenges can be catalysts for both growth and renewal. This district has much to be proud of as well as many talented educators who continue to be committed to its success. I hope that the Board will embrace the challenges that lie ahead and work collaboratively to turn these obstacles into opportunities as we approach a new school year.

Holbrook School

202 Kidder Hill Road

Holden, ME 04429

Office of the Principal

Tel: (207) 843-7769 Fax: (207) 843-4328

Michele Archambault, Acting Principal, AD marchambault@rsu63.org
Sarah Estes, School Counselor sestes@rsu63.org

Karen Everhart, Administrative Assistant keverhart@rsu63.org
Dawna Bickford, District Nurse dbickford@rsu63.org

Principal's Report June 2025

Dear Members of the School Board,

It is with great pleasure that I submit this June report on behalf of the students and staff at the Holbrook Middle School. Holbrook continues to be a very busy and exciting place with lots of learning and activities.

Many thanks to all who helped make the Field Day at Holbrook on Thursday, June 5th such a success! The students took part in chalk art, rock painting, volleyball, kickball, tug of war, basketball, and a slip and slide with a foam pit at the end, just to name a few. There were snow cones being made and distributed by students and parents to everyone who needed to cool down from the hot weather. Students were treated to an always wonderful pizza lunch made by Mrs. Jameson and Mrs. Lagrange. While the students enjoyed lots of fun activities, they also enjoyed time just sitting down in the sun or shade after lunch just chilling out and talking. The day ended with an exciting pep rally in the gym. Parents were handing out Hawaiian leis as everyone entered the gym, greeted with music being played by our own Holbrook Band. Students, staff, and parents played a long game of musical chairs with the winner being Mrs. Greer! There were awards given out to all students who participated in the field day and student of the month awards given out as well. It was easy to see just what a great day it was, watching the students leaving at the end of the day talking all about it.

On Friday, May 30th we conducted our Chris Greeley service activities as a school. The students and staff spent the last 1.5 hours of the day working on the Holbrook School grounds. Students and staff could be seen weeding out the flower gardens, vegetable garden, raking the outfields of the baseball and softball fields, working on the Holbrook trails, cleaning up litter from school property, and cleaning the desks and tables inside the school. In November we had to cancel due to the early snowfall and plan a new date. It was wonderful to see the students taking ownership of their school.

The 8th grade students and staff went to Funtown/Splashtown on Friday, June 6th. The day started out with an 8:30 departure and ended with a 6:15 return to Holbrook. This trip for 8th graders is always a fun way to end their time at the Holbrook Middle School making memories with their classmates and teachers. Many thanks to Mr. Dusablon, Mrs. McCarthy, Ms. Swalec and Mr. Pearson for going above and beyond! Thank you as well to Mr. Kennedy and Mrs. Bryner for driving the buses for us.

Interview committees have been working in May and June to fill the vacancies at Holbrook. I'm very appreciative of the staff who have helped with this process and who have given their own time to do so. There is no way this would have been possible without your help and support!

The 8th grade students had their promotion on Wednesday, June 11th in the Holbrook Gym. They walked in with great precision and smiles to listen to their classmates and teachers give speeches and receive their promotion certificates. There are too many people again to name but sincere thanks to all parents and staff who made this night possible and such a wonderful memory for our departing 8th graders. We will miss you much and hope that you come back to visit when you can!

The Spring sports season wrapped up with the 'A' baseball team winning the Championship for PVML baseball teams. The Holbrook softball team made it to the Championship game in Orono and finished as the PVML league runners up. The Holbrook/Dedham track team had a successful season wrap up at the Almquist Invitational. There is much to be proud of in Holbrook sports!

Mrs. Blais and Ms. Swalec worked with the drama club to end our year with the play, *We Will Rock You*. The first performance was on Saturday, June 7th to a filled Holbrook gym audience, with the second performance for the students and staff on Monday, June 9th. Thank you to the students, Ms. Blais and Ms. Swalec for making this such a successful event!

We said goodbye to our own Mrs. Everhart who has been the Administrative Assistant for the past 25 years! It will be hard to replace her and she will be greatly missed by all. Thank you Mrs. Everhart for everything you have done for the Holbrook Middle School.

In closing I would like to say how proud I am of the Holbrook students and staff. You truly make Holbrook a very special place to learn and work. Thank You! I would also like to thank the Holbrook parents and community for the support we always receive from you. It truly takes a village to educate our children.

Student Population:

5th Grade – 48

6th Grade - 42

7th Grade - 37

8th Grade – 47

Respectfully submitted,

Michele R Archambault



HOLDEN ELEMENTARY SCHOOL

Timothy Baker, *principal* tbaker@rsu63.org
Heather Kiley, *secretary* hkiley@rsu63.org
Dodie Smith, *social worker* dsmith@rsu63.org
Dawna Bickford, *school nurse* dbickford@rsu63.org

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 the world. They are well prepared for high school, with skills and a work ethic that enable them to succeed.

With great pleasure and a sense of pride, I submit my June board report on behalf of the students and staff at Holden Elementary School. The current enrollment is 142 students, including 49 in Grade 2, 51 in Grade 3, and 42 in Grade 4.

The end of this school year has certainly been a busy month for students at the Holden School. On May 28, both the Eddington and Holden Schools held their annual Community Read Aloud. Members of the community came in to read to the classes, and the students always enjoyed this opportunity to be read to.

On May 30, the 4th graders had their Grade 4 class trip to the Bangor Y and Brewer Park. They enjoy swimming at the Bangor Y and playing at the Brewer Park. They had pizza, chips, and soda and enjoyed their day.

On June 3, Grade 4 had their Step-up at Holbrook School. The classes spent half the day at the school and got an idea of what a typical day would look like for students next year.

On June 6, Holden School held its annual Camp Holden, a field day. The students love this event for the opportunity to get wet outside and play games all day. All had a great time.

On June 10, the Holden School celebrated its 4th-grade students for their hard work and wished them the best of luck as they move on to Holbrook School next year.

For me, this marks the end of another chapter in my career. It is time for me to move on. I have enjoyed my three years here at RSU #63, but a new opportunity has arisen that would allow me to be closer to home. I will miss the students, families, and staff. I wish everyone in RSU #63 the very best. Thank you again for giving me this opportunity.

Sincerely,

Eddington/ Holden School Principal



EDDINGTON ELEMENTARY SCHOOL

Timothy Baker, *principal* tbaker@rsu63.org
Stephanie McLean, *assistant principal* smclean@rsu63.org
Kelly Smith, *secretary* kjsmith@rsu63.org
Dodie Smith, *social worker* dsmith@rsu63.org
Dawna Bickford, *school nurse* dbickford@rsu63.org

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

Eddington Elementary School Assistant Principal Report 6-23-25

Eddington Enrollment

PreK: 30

K: 27

1st: 60

Total: 117

Dear Members of the School Board,

Community Reader Day was a tremendous success! We are so fortunate to have such generous and supportive community members who took time to read to our students. This year's theme, *Authors in Maine*, sparked great excitement and engagement among both readers and students.

Bikes for Books was another highlight! Students were eager to read at home, diligently filling out entry forms for each book they completed. At our school-wide assembly, winners were announced with the help of the Masons, who generously donated six gift cards—one for a boy and one for a girl in each grade. We are incredibly grateful to the Masons for their continued support and commitment to encouraging literacy. Their involvement makes a meaningful and lasting impact on our students.

Our final fire drill of the year took place last Thursday. To thank students for their cooperation throughout the year, the fire department surprised everyone with ice cream sandwiches. Students and firefighters enjoyed a sunny afternoon together, celebrating a successful year of safety and teamwork.

On June 2, we hosted a Pre-K Parent Night, providing incoming students and their families an opportunity to meet the teachers, explore the classrooms, and tour the school. It was a delightful and welcoming evening.

On June 3, families joined us for our Student Success Celebration, where students proudly showcased their projects and accomplishments from throughout the school year.

On June 5, we held Celebration Night for our Pre-K students. Each child received a certificate marking their graduation, and the evening featured songs, a special slideshow of the year's highlights, and delicious treats for families to enjoy.



EDDINGTON ELEMENTARY SCHOOL

Timothy Baker, *principal* tbaker@rsu63.org
Stephanie McLean, *assistant principal* smclean@rsu63.org
Kelly Smith, *secretary* kjsmith@rsu63.org
Dodie Smith, *social worker* dsmith@rsu63.org
Dawna Bickford, *school nurse* dbickford@rsu63.org

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

We wrapped up the week with our beloved Donuts with Dad celebration—a cherished tradition that brings families together in a meaningful way.

Throughout the last full week of school, students participated in a variety of fun theme days—Lemonade Day, Ice Cream Day, Disney Day, Bug Day, and Glow Day. Each day featured engaging activities, creative crafts, and special treats, making the week unforgettable for our students.

On June 9, our first-grade students visited Holden to meet their future second-grade teachers and tour the school. They returned feeling excited and reassured about their upcoming transition.

Field Day was a fantastic success! Staff worked hard to organize a full day of fun, and we were fortunate to have numerous volunteers—including parents, community members, and additional staff—who helped make the day extra special. Students rotated through various stations, including water play, face painting, rope climbing, a bounce house, and more. We were grateful to have the Eddington Fire Department join us. Special thanks to Paul Acouin, manager of the Somerset and Hancock Pour House, and owner Matt, who generously donated and prepared hot dogs, hamburgers, and fries for everyone.

On the last day of school, we held a Step-Up Day for our Pre-K and Kindergarten students, allowing them to experience what their classrooms will be like next year. We also welcomed incoming Kindergarten families for a tour and introduction to their future teachers, helping ensure a smooth and comfortable transition.

Finally, we hosted a special send-off for our first-grade students. Each student received an Eddington t-shirt and was cheered on by the Pre-K and Kindergarten classes as they prepare for second grade—a heartwarming and memorable end to a fantastic year.

Thank you for your continued support of our students, staff, and school community.

Sincerely,

Stephanie McLean
Assistant Principal



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

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June 23, 2025

Dear Members of the Board,

This is my final report for RSU 63. It has been a pleasure working with the staff in this district. They have worked very hard to make the changes needed to provide "A rigorous core curriculum designed to achieve specific learning outcomes will be provided. It will be planned with the goal of creating and maintaining standards, which will furnish students with the skills necessary for success in a global society while giving them a broad educational foundation compatible with their interests, aptitudes, and aims." (RSU 63 Policy AD- Educational Philosophy). They have worked to create consistency across grade levels in all academic areas. Staff have also worked together to create and maintain a system for showing the alignment of their curriculum in order to show the standards students are being taught per the RSU 63 policy IA- Instruction Goals and Objectives: "To achieve its vision of an educated person, the Board has adopted the Maine Guiding Principles and Maine's Learning Results as instructional goals and objectives."

Another wonderful area that staff worked together on to improve and analyze data from was assessments per RSU 63 board policy IK: Student Achievement/Evaluation of Student Achievement which states: "RSU #63 will use multiple assessments, both informal and formal, at the classroom, school, and district levels to evaluate each student's performance and to monitor his/her progress toward meeting the content standards of the Learning Results. Assessments over the course of each school year shall include formats that allow students to demonstrate in different ways what they know and are able to do. Students should have multiple opportunities to practice, apply, and demonstrate their knowledge and skills." There is now an assessment system that allows us to use staggered assessments throughout the year to evaluate students' growth towards standards. It includes State Assessments, diagnostics, and classroom assessments. I may have been a little gung ho with this at the end of last year, however, I listened to staff and we now have an assessment system the staff value and are using successfully to analyze needs and successes.

I have no doubt, with all the things I worked with staff on, the district will continue to be successful moving forward.

When I began, there were many pieces already in place, however they needed to be pulled together for consistency. I have helped update our Literacy program so it follows best practices based on education experts. The math program has been updated as well. There is now a Pacing Guide that is available to the public and allows others to know what is being taught and when.

I pulled together the RTI process being done and created an MDOE required MTSS handbook that has created a consistent process to provide interventions and decreasing referrals due to the great differentiated instruction happening to meet student needs. Along with this I facilitated the creation and use of DataWalls (Used/seen only by those that need to) as well as the analysis of the data available to assess student achievement, instructional needs and tiered interventions.

I also facilitated the creation of Curriculum Maps that grade level and content areas worked together on to have a cohesive curriculum for each area of instruction. It aligns the standards being taught and staff know what each other is working on. This coincides with creating a schedule that allows for more common planning time for staff to have a chance to work together to enhance their instruction with students.

Moving forward I hope that the Board recognizes the great things that the district staff have accomplished. The board chair and vice chair did not agree with a lot (most) of the things I helped to put in place despite it being all research based and best practices based on the MDOE and various education experts. I know that I

definitely have the expertise in education, multiple degrees in literacy and leadership as well as years of experience to know that what has been put in place is what is best for our students. I sincerely hope that before these two board members decide to bully the new administration they spend some time being educated in the area of education and maybe when they have degrees themselves they can have intelligent input. Finally, before the last section of my final report and as an 'exit interview' I would like to state that I am sad to be leaving. It was wonderful to do the work with the great staff I worked with. The main reason for leaving was the great opportunity to be a building principal again, which I found I missed. Another reason was that I had had enough of the huge amount of pushback I received from the above mentioned board members. Despite their methods of disapproval I pushed forward with what I knew was best for the students and staff of RSU 63. Between this and other events that have occurred between the board and staff, I decided that this was not the environment or way of doing things that I wanted to be a part of anymore.

State Testing:

The MDOE sent out an assessment update. It states that the Math/Reading Spring of 2025 Individual Student Reports are anticipated to become available by July 14. Science results are usually available the Fall after the Spring testing.

The following is an unofficial summary of RSU 63 Testing Scores Compared to the State:

Unofficial MTTY READING (% At or above State Expectations)			
	Spring '23	Spring '24	Spring '25
RSU 63 Grades 3-8	72%	76%	75.8%
State	64.7%	66.3%	64.8%
Unofficial MTTY MATH (% At or above State Expectations)			
All Students	Spring '23	Spring '24	Spring '25
RSU 63 Grades 3-8	56%	60.2%	59%
State	48.8%	48%	50%

NOTE:

- When adopting new programs, research shows that the norm is testing scores go down the first year then start going up again. Our scores only went down by part of a percent showing the effectiveness of our teachers!
- We are still above State average

CHRONIC ABSENTEEISM % of students having 10% (17.5 days) or more excused/unexcused absences in a school year			
	2022-2023 These are below the state average	2023-2024 These are below the state average	2024-2025 Unofficial Totals based on Infinite Campus Attendance
All Students	21.8%	20.2%	15%

Sincerely,
Tina Dumond
Director of Curriculum and Instruction



Regional School Unit 63
Office of Special Services
Clifton, Eddington, and Holden

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Director of Special Services June Report

At the close of the 2024-2025 school year, the Special Education Department is currently serving
213 students, broken down as follows:

Individualized Education Plans (IEPS):	129
504s:	81
Currently in Referral Process:	3
Total Number of Students:	213

School/Level	IEPs	504s
High Schools:	27	44
Holbrook:	35	18
Holden:	43	12
Eddington:	24	7

I have learned a lot as the Director of Special Services at RSU 63 and appreciate all the opportunities given to me to grow this school year. Being a part of each school and getting to know all of the talented teachers across grade levels has been a highlight. As the year wraps up, we are continuing our search for special education teachers. We are hopeful we will be fully staffed for the coming school year.

Respectfully Submitted,
Carmen Rioux
Director of Special Services



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: June 17, 2025
Re: Monthly Report

I submit this report to the School Board of Directors for June 2025.

Summer Technology Projects

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

- All District iPads, student Chromebooks, classroom Chromebooks, and servers will be cleaned and updated with the latest software updates.
- Upload all Q4 attendance, truancy, and behavior data to the MDOE's student information system.
- Run year-end processes for Nutrikids and Infinite Campus.
- Facilitate the installation and configuration of a new district-wide phone system.
- Organize the disposal of all obsolete computer equipment from Eddington, Holbrook, and Holden Schools.
- Update the District and school websites with new staff and school year information.
- Update the Infinite Campus database to reflect staffing changes.
- All classroom projectors will be cleaned and bulbs replaced as needed.
- Inventory and assign asset identification numbers to all new district technology assets.
- Configure IXL, iReady, and Houghton Mifflin for the new school year.
- Set up and assign laptops for new staff.
- Assign Chromebook laptops to students in grades 5-8.
- Create Gmail accounts for any new students and suspend accounts for students that have graduated 8th grade or are not returning for the 2025-2026 school year.
- Each school's class roster file will be created and submitted for the Fall NWEA and Maine Through Year testing session.

Respectfully submitted,

June Board Report 2025
Ryan Porter – Facilities/Maintenance Manager

Holbrook:

Had some issues with the elevator. Tracks were dirty and needed to be cleaned and had to make some adjustments. Prepping for summer break and making a list of projects that need to be completed.

Holden:

Sunrise Glass came to repair the broken glass in the window. Installed it and is working as it should. Just need to replace the screen. Prepping for summer break and making a list of projects that need to be completed. Started cleaning the classrooms out and prepping the floors to be waxed. Should only be here a couple weeks before moving over to Eddington to clean.

Eddington:

The deck belt on the mower broke while mowing the grounds. Bought a new one and installed it. After about a half hour with mowing with the new belt, that one broke as well. Found out that 2 motor bolts were missing and another was loose. I bought new bolts and replaced them. I believe with the motor moving back and forth put additional strain on the deck belt. I am buying another now that the motor secured. The pulleys on the deck all move freely so it's not them. Started cleaning the classrooms out and prepping the floors to be waxed.



RSU 63
Department of Transportation
202 Kidder Hill Road
Holden, ME 04429
(207) 561-9238
Zachary Chenier, Transportation Coordinator
Zchenier@rsu63.org



Clifton

Eddington

Holden

To RSU 63 Board of Education:

Please accept this report for the month of February for the department of Transportation. We made it! Summer is here and Transportation is looking forward to some nice quiet buses. This summer we will be doing Brakes, Oil changes, Seat repairs, Undercoating and other major bus repairs that may have needed to wait.

Thank you to all 3 towns for passing the school budget, our new 82 Passenger International School bus has been ordered! We are very excited to see what the bus will help us do and also help cut down on maintenance cost for our ageing fleet.

I would like to give a huge thank you and shout out to all of our amazing drivers this year. Dave Johnson Mindy Bryner Keith Wheton Russell Smith Tom Lwowski Keith Kennedy Leslie Brundage , And Selina Lufkin . Without these amazing people our students wouldnt be able to get to school! So Great Job guys!!

As always driving safe,
Zach Chenier
Transportation Director

Board Report
School Consolidation Committee

June 23, 2025

On June 3, 2025, the School Board met for a special board meeting to potentially vote on the closure of a school in our district.

A motion was put forward to close Eddington School due to “lack of need.”

However, the motion failed to reach the two-thirds majority vote needed to close Eddington School.

The Consolidation Committee intends to continue to gather more information on various questions and concerns that arose during our discussions and research. Some of these include the impact of the new road connecting to Route 9 in Eddington this summer, improving bus transportation routes and how they can be made more efficient, the conditions of the boilers at both Eddington and Holden schools, addressing cracks at Holden School and more.

Given the current challenges we are facing, the committee strongly believes that closing any of our three schools at this time would be detrimental to our district.

The Committee plans to continue this research for at least a year until the completion of the new road and critical questions can be answered.

Unfortunately, the Consolidation Committee has lost one of its members. The Board Chair has approached Brittany Wood to inquire if she would be willing to assist with the committee’s ongoing research.

Respectfully Submitted,

RSU 63 Consolidation Committee

Linda Graban

Heather Grass

Certification of Referendum Results:

It is moved that the Computation and Declaration of Votes for the RSU 63 2025-2026 Budget, dated and attached here to and it is hereby approved (*Attachment A*). Furthermore, that the Computation and Declaration of Votes be entered upon the records of the District. Furthermore, that a certified copy of the Computation and Declaration of Votes be sent to each of the municipal clerks within the District.

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

The total number of votes cast in all of the municipalities within Regional School Unit No. 63 (the "District") in the affirmative and in the negative on **Question 1** and **Question 2** of the Warrant and Notice of Election of the District Budget Validation Referendum held June 10, 2025, relating to the adoption of the District's 2025-2026 budget is as follows:

QUESTION 1

	<u>AFFIRMATIVE</u>	<u>NEGATIVE</u>	<u>BLANKS</u>	<u>VOID</u>
Town of Clifton	12	21	0	0
Town of Eddington	63	41	2	0
Town of Holden	74	39	3	0
<i>TOTAL</i>	<i>149</i>	<i>101</i>	<i>5</i>	<i>0</i>

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

QUESTION 2

	<u>AFFIRMATIVE</u>	<u>NEGATIVE</u>	<u>Blanks</u>
Town of Clifton	21	11	
Town of Eddington	72	33	1
Town of Holden	78	33	5
<i>TOTAL</i>	<i>171</i>	<i>77</i>	<i>6</i>

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

Dated:

Heather Lander

Heather Grass

Amy Hart

Linda Graban

Brittany Wood

Cherie Faulkner

Scott Walton

Rachel Downs

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

A true copy, attest:

Jared Fulgoni, Secretary



Shelley Wyman <swyman@rsu63.org>

June agenda

1 message

Kelly Theriault <ktheriault@rsu63.org>

Wed, Jun 4, 2025 at 10:40 AM

To: Shelley Wyman <swyman@rsu63.org>

George needs the Copier lease approval put on the agenda. I've attached the documents

There should be 2 motions

A motion for the Board to approve the proposed tax-exempt lease with Xerox Business Solutions for the purposes of financing, and funding photocopy equipment leases including any related costs of issuances of such leases in an amount not to exceed \$25,000 annually, for a term of 60 months.

A motion for the Board to authorize the Superintendent to execute and deliver the tax-exempt lease with Xerox business services, on such terms and conditions discussed and provided to the Board, and to execute and deliver any such documents required to execute the contract.

--

Kelly Theriault
RSU #63 Business Mgr
[202 Kidder Hill Rd](#)
[Holden, ME 04429](#)
(ph) 207-843-7851
(fax) 207-843-7295



MSAD 63 SUPERINTENDENT OF SCHOOLS - Sales Order Package #20390092.pdf

393K

CUSTOMER			SALES & SERVICE AGREEMENT				BILL TO	
CUSTOMER NAME MSAD 63 SUPERINTENDENT OF SCHOOLS			CUSTOMER NAME MSAD 63 SUPERINTENDENT OF SCHOOLS					
ADDRESS 202 KIDDER HILL RD			ADDRESS 202 KIDDER HILL RD					
CITY, STATE ZIP HOLDEN, ME 04429			CITY, STATE ZIP HOLDEN, ME 04429					
PRIMARY CONTACT PERSON	PRIMARY PHONE NUMBER	PRIMARY EMAIL	BILL TO CONTACT PERSON	BILL TO PHONE NUMBER	BILL TO EMAIL			
SALESPERSON Daniel Rivers	CUSTOMER PURCHASE ORDER #	COMPANY REFERENCE # 20390092	SERVICE CONTRACT CONTRACT # CN55077-01	<input checked="" type="checkbox"/> Replace	MPS CONTRACT CONTRACT # CN32635-01	<input checked="" type="checkbox"/> Replace		
LEASE PAYMENT \$24,810.00 Annual		MONTHLY SERVICE PAYMENT Included in Lease		MONTHLY MPS PAYMENT Included in Lease				
TERMS OF PAYMENT: NET THIRTY (30) DAYS FOR CASH SALE AND ALL OTHER INVOICES NET THIRTY (30) DAYS FROM DATE OF INVOICE								

PRODUCTS				
QTY	MODEL/PRODUCT #	LOCATION	DESCRIPTION	TOTAL PRICE
SEE PRODUCT SCHEDULE (SCHEDULE A)				

<input checked="" type="checkbox"/> SEE PRODUCT SCHEDULE (SCHEDULE A)		<input checked="" type="checkbox"/> SEE TRADE-IN EQUIPMENT / LEASE RETURN FORM		SUBTOTAL		
				SPECIAL SERVICES FEES		\$0.00
NOTE / ADJUSTMENT DETAILS The Service/MPS Escalation Rate is 5%.				OTHER ADJUSTMENTS		\$0.00
CONTRACT TYPE		EFFECTIVE DATES			TRANSACTION TYPE	
<input type="checkbox"/> CASH SALE	<input type="checkbox"/> RENTAL	TERM IN MONTHS 60 Months		Actual start date based on delivery or lease commencement.		Lease FMV(SLG)
<input checked="" type="checkbox"/> LEASE	<input type="checkbox"/> MAINTENANCE ONLY	PROPOSED START DATE				
CONTRACT TERMS					NOTES	
SERVICE	MPS	All parts, labor, drums and supplies; excluding paper and staples All parts and labor, including drums; excluding supplies, paper, and staples Remote Solve Opt-Out Includes other (indicate)				Plan includes zone fees on applicable devices.
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>					
<input type="checkbox"/>	<input type="checkbox"/>					
<input type="checkbox"/>	<input type="checkbox"/>					
<input type="checkbox"/>	<input type="checkbox"/>					

CONTRACT POOLS		INCLUDED IN LEASE PAYMENT		<input checked="" type="checkbox"/> SERVICE		<input checked="" type="checkbox"/> MPS	
POOL	MONTHLY VOLUME	OVG. RATE	MONTHLY PAYMENT	BASE FRQNCY	OVG. FRQNCY		
B&W: Pool #1	125,000	\$0.00400	Included in Lease	Annual	Annual		
Color: Pool #1	1,166	\$0.04000	Included in Lease	Annual	Annual		

FLAT RATE POOLS			
POOL	QUANTITY	MONTHLY PAYMENT	BASE FRQNCY
B&W: MPS Flat Rate Pool #1	30	Included in Lease	Annual
Color: MPS Flat Rate Pool #1	3	Included in Lease	Annual

REMOTE SERVICE TECHNOLOGY XDA (Monitoring Only): 9 Devices Covered		PRIMARY METER CONTACT		
TECHNOLOGY CONTACT PERSON	TECH PHONE #	TECH EMAIL	METER CONTACT PERSON	METER PHONE #
METER EMAIL				
Company will install an app to automatically collect device meters for contract billing and automated supply replenishment. Company will charge a fee per machine per overage billing cycle should customer decline meter and supply technology app installation.				
QTY	MODEL / PRODUCT #	SOFTWARE & DESCRIPTION	<input type="checkbox"/>	SEE SOW FOR DETAILS
SEE PRODUCT SCHEDULE (SCHEDULE A)				
TOTAL PRICE				

CUSTOMER ACCEPTANCE	
By executing this agreement, I acknowledge that I have read and understand this agreement and I certify that I am authorized to execute this agreement on behalf of customer. Authorized signature acknowledges terms / conditions and expiration dates or meter readings. The terms and conditions on the face and reverse side of this agreement correctly set forth the entire agreement between parties.	
AUTHORIZED CUSTOMER SIGNATURE:	TITLE:
SIGNER'S NAME (PRINTED):	DATE:
COMPANY SALES:	DATE:

Initials

Sales & Service Terms and Conditions

1. **Definitions.** The first page of this Sales & Service Agreement is referred to herein as the "Cover Page." The Cover Page, these Terms and Conditions, any Schedules (e.g., a Product Schedule), Statements of Work ("SOW"), and/or any other attachments referenced on the Cover Page or attached hereto and incorporated herein represent the agreement (the "Agreement") between Company and the Customer ("Parties") as identified on the Cover Page of this Agreement, with respect to the acquisition of those Products and/or Services. "Products" shall mean the equipment ("Equipment") and any Software ("Application Software") identified on the Cover Page and/or on a Product Schedule.

2. **Scope.** This Agreement may be executed for:

a) A SALE of Products. If a SALE, Company hereby offers to sell/license and Customer hereby accepts to purchase/license those Products in the quantity and for the price indicated on the Cover Page (and/or Product Schedule). Payment terms are set forth in Section 7, below. Title to the Equipment will transfer to Customer upon delivery;

b) A LEASE of Products. If a LEASE, Customer will execute a separate lease agreement which will fund the purchase/license of the Products in the quantity indicated on the Cover Page (and/or Product Schedule) for the benefit of Customer. The lease will be between (i) Customer and a third-party lessor or (ii) Customer and Company, which Company shall then assign to a third-party lessor (each a "Lessor"). Nothing herein shall alter, amend, or affect Customer's or Lessor's rights or obligations pursuant to such lease. Upon execution of a lease agreement between Customer and Lessor, Customer shall be responsible to Lessor to satisfy the terms and conditions of the lease;

c) A RENTAL of Products. If a RENTAL, Company hereby offers to rent and Customer hereby accepts to pay for those Products in the quantity and for the price indicated on the Cover Page (and/or Product Schedule). Payment terms are set forth in Section 7, below. Title will remain with Company throughout the Term as indicated on the Cover Page. Customer agrees to obtain adequate insurance coverage sufficient to cover the full replacement value of the rental equipment while in Customer's possession, and to have Company named as the loss payee. Unless otherwise stated in the Cover Page, the rental is non-cancellable for the stated term; and/or

d) An ACQUISITION of SERVICES. Services may include those Services referenced in Section 4 of this Agreement and/or such additional Services outlined in one or more SOWs or Schedules attached hereto. Payment terms for Services shall be in accordance with Section 7, below.

3. **Delivery and Installation.** Unless specified otherwise on the Cover Page, for any Sale, Lease, or Rental, Company shall deliver and install the Products at the location specified by Customer on the Cover Page and/or Product Schedule unless: (1) Customer has not made available at that address a suitable place of installation as specified by the Company; or (2) Customer has not made available suitable electrical service in accordance with the Underwriter's Lab ("UL") or manufacturer's requirements. All risk of loss will transfer to the Customer upon delivery. Customer will be responsible for nonstandard delivery charges. Relocation of Products to a location other than that specified on the Cover Page and/or Product Schedule requires Company's consent and may result in fees or increased rates.

4. **Services.** This Agreement covers both the labor and materials for adjustments, repairs, and replacement of parts necessitated by normal use of the Equipment. Unless otherwise stated on the Cover Page, Services do not include the following: (a) repairs due to (i) misuse, neglect, or abuse (including, without limitation, improper voltage or use of supplies that do not conform to the manufacturers' specifications), (ii) use of options, accessories, products, supplies not provided by Company; (iii) non-Company alterations, relocation, or service; and/or (iv) loss or damage resulting from accidents, fire, water, or theft; (b) maintenance requested outside Company's normal business hours or this Agreement, (c) relocation, (d) software or connected hardware, (e) hard drive replacement, (f) MICR Toner for Laser Printers, and parts and labor for all non-laser printers, and/or (g) parts for Scanners. Company reserves the right, at its sole discretion, to replace Equipment with Equipment of similar or better conditions and features, rather than providing on-site Service support. Replacement parts may be new, reprocessed, or recovered. Supplies provided by Company are in accordance with the copy volumes set forth on the Cover Page and within the manufacturer's stated yields, and do not include staples or paper. Supplies are to be used exclusively for the Equipment and remain Company property until consumed. Customer will return, or allow Company to retrieve, any unused supplies at the termination or expiration of this Agreement. Customer is responsible for the cost of excess supplies. Supplies will be shipped to Customer via UPS Ground, or another method selected by Company. Unless otherwise stated herein, Customer will be billed for shipping, including, but not limited to, UPS Ground, Overnight, and/or Messenger Service per billing period or per shipment based on number of products. Additional fees may be charged for Services provided outside Company's standard business hours or for computer/network issues and will be at Company hourly rates in effect at the time of such Services. Equipment may be supported and serviced using data that is automatically collected by Company from the Equipment via electronic transmission from the Equipment to a secure off-site location. Examples of automatically transmitted data include product registration, meter read, supply level, Equipment configuration and settings, software version, and problem/fault code data. All such data will be transmitted in a secure manner specified by Company. The automatic data transmission capability does not permit Company to read, view or download any Customer data, documents or other information residing on or passing through the Equipment or Customer's information management systems. Services may be delivered by Company's Affiliates and/or Subcontractors, at Company's sole discretion. Unless otherwise stated on the Cover Page, Company may charge and Customer shall pay a charge for each instance in which Customer declines Company's use of remote technology to provide Services. Unless otherwise agreed to in writing, Customer remains solely responsible to secure any sensitive data and permanently delete such data from the internal media storage prior to removal of Equipment or termination of this Agreement. Company has no obligation to maintain Equipment beyond the "End of Service" for that particular model of Equipment. End of Service ("EOS") means the date announced by manufacturer after which Company will no longer offer Services for a particular Equipment model. Company reserves the right to discontinue Service upon thirty days written notice for any Equipment for which parts and/or Supplies are no longer available, or are not available on commercially reasonable terms.

5. **Meter; Electric Services.** Equipment is required to be connected to a remote transmission tool, which will periodically communicate meter reads as well as other device diagnostic data and upon which invoices will be based. If a remote transmission tool is not installed and otherwise upon request, you will provide us, by telephone, email, web submission, or fax with the actual meter readings three days prior to your due date. We may estimate the number of images used if such meter readings are not communicated to Company. The estimated charge for excess images shall be adjusted upon receipt of actual meter readings. If you do not maintain remote transmission, the Company reserves the right to charge you a per device fee for such affected Equipment due to the increased service visits that will be required in order to: (x) obtain such information, (y) provide such transmissions and (z) provide such Maintenance Services and Consumable Supplies that otherwise would have been provided remotely and/or proactively. If you elect to not install a remote transmission tool, the contract is subject to the unconnected device charge outlined on the Company's currently published fee schedule. You agree to provide adequate space without charge for the Equipment, adequate electricity (including, if necessary, a dedicated 110 or 220-volt line), an electrical surge suppressor with a UL-1449 rating or better, and reasonable storage for supplies to be used with the Equipment.

6. **Additions and Modifications.** If, at any time during the Term, Customer upgrades, modifies, or adds equipment that utilizes the same Supplies as the Equipment, Customer shall promptly notify Company. Company maintains the right to inspect any upgrades and modifications to Equipment and/or additional equipment and determine whether equipment is eligible for Services. If approved for Services and agreed by the Parties, the Agreement will be amended to include such changes, including pricing modifications. All networked devices must be set up with our monitoring app for meters and Supplies. Any devices not under contract will be added automatically to the account for the listed rate. If our monitoring software is not reporting, Customer must work with us to resolve the issue as soon as possible.

7. **Term and Payment.** Except as may otherwise be provided for herein, this Agreement is non-cancellable and shall remain in effect throughout the Term; and, unless notified in writing sixty (60) days prior to its expiration, this Agreement shall automatically renew for twelve (12) months. Company reserves the right to terminate Services upon thirty (30) days written notice. In the event the fees herein are included in Customer's lease payment, the Term shall run concurrently with the lease agreement and be subject to the renewal provisions provided for therein. The meter count at installation or, in the case of owned printers, at assessment, will be used for meter/overages calculations. Customer agrees to pay Company all amounts due within thirty (30) days of the date of Company's invoice or, if the parties have agreed the third-party lessor will collect the Services fees due under this Agreement on behalf of Company, in accordance with the applicable lease agreement, and all other sums when due and payable. Except where the Cover Page denotes flat rate pricing, any Monthly Payment entitles Customer to Services and Supplies for a specific number and type (i.e. black & white, color, scan) of Prints/Copies as identified on the Cover Page and will be billed in advance, and Customer agrees to pay the Overage Rate for each Print/Copy that exceeds the applicable number and type of Prints/Copies provided in the Minimum Monthly Payment which amount shall be billed in arrears and is payable as indicated on the Cover Page. A Print/Copy is defined as standard 8.5"x11" copy, except where Equipment is designated on the Cover Page as having a Color Large impression pool (Color LG) and an Extra Long impression pool (XL IMP Color), in which case prints/copies are defined as follows: (a) **Black Image:** for sheet sizes up to 13"x19", each image calculates as (1) Black Print Meter; (b) **Color Image:** for sheet sizes less than 145 square inches in total area, each image calculates as (1) Color Print Meter (e.g., 8.5 x 14 in is NOT oversize (119sq. in)); (c) **Color Large:** for sheet sizes greater than or equal to 145 square inches each sheet calculates as (1) Color Print Meter and (1) Color Large Print Meter (e.g., 11 x 17 in is oversize (187 sq. in)); and (d) **Black and Color Extra Long:** for sheets with a length greater than 19.33", each image calculates as (2) Extra Long Meter and (1) Color Print Meter. No credit will be applied towards unused copies/prints. Customer's obligation to pay all sums when due shall not be subject to any abatement or offset. If any payment is not received by Company within fifteen (15) days of its due date, Company may charge, and Customer will pay a late fee of 5% of the amount due or \$25, whichever is greater (or such lesser rate as is the maximum allowable by law). Company has the right to withhold Services and Supplies, without recourse, for any non-payment. Unless otherwise stated on the Cover Page, Company may, on an annual basis, (a) increase the Base Charge and/or the Overage Rates, in an amount not to exceed 20% per annum and/or (b) where a contract is subject to flat rate pricing, shift Customer's obligation to the applicable flat rate band corresponding to Customer's usage during the previous calendar year. Company retains the right to have all or some of the amounts due hereunder billed and/or collected by third parties. If Customer declines invoice delivery via email and/or automatic payment withdrawal, or requires any specialized billing procedure or invoicing, Company reserves the right to bill an administrative fee, in accordance with Company's currently published fee schedule, which is subject to change from time to time.

8. **Taxes.** Payments are exclusive of all state and local sales, use, excise, privilege and similar taxes, if any. You will be responsible for, indemnify and hold Company harmless from, all applicable taxes, fees or charges (including sales, use, personal property and transfer taxes (other than net income taxes), plus interest and penalties) assessed by any governmental entity on you, the Equipment, this Agreement, or the amounts payable hereunder (collectively, "Taxes"), unless you timely provide continuing proof of your tax exempt status. Customer will pay when due, either directly to the taxing authority or to Company upon demand, all taxes, fines and penalties relating to this Agreement that are now or in the future assessed or levied, except for taxes levied upon Company's income.

9. **Applicable Laws.** Both Parties agree that they will comply with all applicable laws and regulations during the Term.

10. **Limited License to Use Software.** Company grants (and is authorized by its licensor's to grant) Customer a non-exclusive, non-transferable license to use in the U.S.: (a) software and accompanying documentation ("Base Software") only with the Equipment with which it was delivered; and (b) Software that is set forth as a separate line item in this Agreement ("Application Software") (including its accompanying documentation), as applicable, for as long as Customer is current in the payment of all applicable software license fees. "Base Software" and "Application Software" are referred to collectively as "Licensed Software". Customer has no other rights and may not: (1) distribute, copy, modify, create derivatives of, decompile, or reverse engineer Licensed Software; (2) activate Licensed Software delivered with the Equipment in an inactivated state; or (3) allow others to engage in same. Title to, and all intellectual property rights in, Licensed Software will reside solely with Company and/or its licensors (who will be considered third-party beneficiaries of this Section). Licensed Software may contain code capable of automatically disabling the Equipment. Disabling code may be activated if: (x) Company is denied access to periodically reset such code; (y) Customer is notified of a default under this Agreement; or (z) Customer's license is terminated or expires. The Base Software license will terminate: (i) if Customer no longer uses or possesses the Equipment; or (ii) upon the expiration or termination of this Agreement, unless Customer has exercised its option to purchase the Equipment. Neither Company nor its licensors warrant that Licensed Software will be free from errors or that its operation will be uninterrupted. The foregoing terms do not apply to Diagnostic Software or to Licensed Software/documentation accompanied by a clickwrap or shrinkwrap license agreement or otherwise made subject to a separate license agreement.

11. **Diagnostic Software.** Software used to evaluate or maintain the Equipment ("Diagnostic Software") is included with the Equipment. Diagnostic Software is a valuable trade secret of Company or its Licensors. Title to Diagnostic Software will remain with Company or its licensors. Company does not grant Customer any right to use Diagnostic Software, and Customer will not access, use, reproduce, distribute or disclose Diagnostic Software for any purpose (or allow third parties to do so). Customer will allow Company reasonable access to the Equipment to remove or disable Diagnostic Software if Customer is no longer receiving Service from Company, provided that any on-site access to Customer's facility will be during Customer's standard business hours.

12. **Software Support.** Except for Application Software identified as "No Svc." on the Cover Page, Company (or a designated servicer) will provide the software support set forth below ("Software Support"). For Base Software for Equipment, Software Support will be provided during the initial Term and any renewal period but in no event longer than 5 years after Company stops taking customer orders for the subject model of Equipment. For Application Software, Software Support will be provided as long as Customer is current in the payment of all applicable software license and support fees. Company will maintain a web-based or toll-free hotline during Company's standard working hours to report Licensed Software problems and answer Licensed Software-related questions. Company, either directly or with its vendors, will make reasonable efforts to: (a) assure that Licensed Software performs in material conformity with its user documentation; (b) provide available workarounds or patches to resolve Licensed Software performance problems; and (c) resolve coding errors for (i) the current Release and (ii) the previous Release for a period of 6 months after the current Release is made available to Customer. Company will not be required to provide Software Support if Customer has modified the Licensed Software. New releases of Licensed Software that primarily incorporate compliance updates and coding error fixes are designated as "Maintenance Releases" or "Updates". Maintenance Releases or Updates that Company may make available will be provided at no charge and must be implemented within six months. New releases of Licensed Software that include new content or functionality ("Feature Releases") will be subject to additional license fees at then-current pricing. Maintenance Releases, Updates and Feature Releases are collectively referred to as "Releases". Each Release will be considered Licensed Software governed by the Software License and Licensed Software Support provisions of this Agreement (unless otherwise noted). Implementation of a Release may require Customer to procure, at Customer's expense, additional hardware and/or software from Company or another entity. Upon installation of a Release, Customer will return or destroy all prior Releases.

Initials

13. **INTELLECTUAL PROPERTY.**

- a. **CUSTOMER'S CONTENT AND CUSTOMER ASSETS.** Customer represents and warrants that it owns the customer assets and its content and materials provided to Company in connection with this Agreement or otherwise has the right to authorize Company to perform the Services hereunder. Customer represents and warrants that such content and materials do not, and shall not, contain any content that (i) is libelous, defamatory or obscene and/or (ii) infringes on or violates any applicable laws, regulations or rights of a third party, including without limitation, export laws, or any proprietary, intellectual property, contract, moral or privacy right or any other third party right.
- b. **XEROX TOOLS.** "Xerox Tools" means certain Xerox proprietary tools (including any modifications, enhancements and derivative works) used by Company to provide certain Services Xerox and its licensors will at all times retain all right, title and interest in and to Xerox Tools including without limitation, all intellectual property rights therein, and, except as expressly set forth herein or as set forth in a SOW where limited access to the Xerox Device Manager (XDM) may be granted for a specific purpose, no rights to use, access or operate the Xerox Tools are granted to Customer. Xerox Tools will be installed and operated only by Company or its authorized agents. If required for royalty reporting purposes, Company may disclose Customer's name and address to Xerox and/or the third-party licensor of certain Xerox Tools. Customer will not decompile or reverse engineer any Xerox Tools or allow others to do so. Customer will have access to reports generated by the Xerox Tools and stored in a provided database as set forth in the applicable SOW. Company may remove Xerox Tools at any time in Company's sole discretion, provided that the removal of Xerox Tools will not affect Company's obligations to perform Services, and Customer shall reasonably facilitate such removal. If Xerox Tools are included as part of the Services, they may be used by Customer only in conjunction with such Services.
- c. **LIMITED LICENSE TO ASSESSMENTS AND REPORTS.** Customer may duplicate and distribute assessments and/or reports prepared by Company pursuant to this Agreement only for Customer's internal business purposes. Any recommendations and processes described in assessments and/or reports may only be implemented by Company for Customer and, if implemented, used by Customer only for Customer's internal business purposes.
- d. **NO GRANTS TO CUSTOMER.** Customer agrees that, except as set forth expressly in this Agreement, no other rights or licenses are granted to Customer. Further, the rights granted to Customer in this Section shall immediately terminate if Customer defaults hereunder with respect to any of its obligations related to such grant.
14. **CONFIDENTIAL INFORMATION.** Information exchanged under this Agreement will be treated as confidential if it is identified as confidential at disclosure or if the circumstances of disclosure would indicate to a reasonable person that the information should be treated as confidential ("Confidential Information"). The terms and conditions of this Agreement are Confidential Information of Company and Customer, and each party agrees not to disclose any of the foregoing without the other party's prior written consent. Confidential Information will be protected using a reasonable degree of care to prevent unauthorized use or disclosure for two (2) years from the termination or expiration of this Agreement under which such Confidential Information was disclosed, whichever occurs later; provided, however, confidentiality with respect to trade secrets and Xerox Tools will not expire. These obligations of confidentiality will not apply to any Confidential Information that: (1) was in the public domain prior to, at the time of, or subsequent to the date of disclosure through no fault of the receiving party; (2) was rightfully in the receiving party's possession or the possession of any third party free of any obligation of confidentiality; (3) was developed by the receiving party's employees independently of and without reference to any of the other party's Confidential Information; or (4) where disclosure is required by law or a government agency. Upon expiration or termination of this Agreement, each party will return to the other or, if requested, destroy, all Confidential Information of the other in its possession or control, except such Confidential Information as may be reasonably necessary to exercise rights that survive termination of this Agreement.
15. **Warranty.** Customer acknowledges that the Products covered by this Agreement were selected by Customer based upon its own judgment. Company shall pass through any applicable manufacturer's warranty to Customer. COMPANY MAKES NO REPRESENTATIONS OR WARRANTIES, EXPRESS OR IMPLIED, ORAL OR WRITTEN, INCLUDING, WITHOUT LIMITATION, IMPLIED WARRANTIES OF NON-INFRINGEMENT; IMPLIED WARRANTIES OF MERCHANTABILITY; OR FITNESS FOR A PARTICULAR PURPOSE, ALL OF WHICH ARE SPECIFICALLY AND UNRESERVEDLY EXCLUDED.
16. **LIMITATION OF LIABILITY.** IN NO EVENT SHALL EITHER PARTY BE LIABLE FOR ANY INDIRECT, SPECIAL, INCIDENTAL, CONSEQUENTIAL DAMAGES, INCLUDING WITHOUT LIMITATION LOSS OF PROFITS, OR PUNITIVE DAMAGES WHETHER BASED IN CONTRACT, TORT, OR ANY OTHER LEGAL THEORY AND IRRESPECTIVE OF WHETHER EITHER PARTY HAS NOTICE OF THE POSSIBILITY OF SUCH DAMAGES. IN NO EVENT SHALL COMPANY BE LIABLE TO CUSTOMER FOR ANY DIRECT DAMAGES IN EXCESS OF THE FEES PAID FOR SERVICES UNDER THIS AGREEMENT BY CUSTOMER TO COMPANY DURING THE SIX-MONTH PERIOD IMMEDIATELY PRECEDING THE EVENT THAT GAVE RISE TO THE CLAIM.
17. **Default; Remedies.** Any of the following events or conditions shall constitute an Event of Default under this Agreement: (a) failure by Customer to make payment when due of any indebtedness to Company or for the Products, whether or not arising under this Agreement, without notice or demand by Company; (b) breach by Customer of any obligation herein; or (c) if Customer ceases doing business as a going concern. If Customer defaults, Company may: (1) require future Services, including Supplies, be paid for in advance, (2) require Customer to immediately pay the amount of the remaining unpaid balance of the Agreement, (3) terminate any and all agreements with Customer, and/or (4) pursue any other remedy permitted at law or in equity. In the Event of Default, remaining payment amounts due will be calculated using the average of the last six months' billing or the amount set forth on the face of the Agreement, whichever is greater, multiplied by the remaining months of the Agreement, to compensate for loss of bargain and not as a penalty. Customer agrees that any delay or failure of Company to enforce its rights under this Agreement does not prevent Company from enforcing any such right at a later time. All of Company's rights and remedies survive the termination of this Agreement. In the event of a dispute arising out of this Agreement or the Products listed herein, should it prevail, Company shall be entitled to collection of its reasonable costs and attorneys' fees incurred in defending or enforcing this Agreement, whether or not litigation is commenced.
18. **Assignment.** Customer may not sell, transfer, or assign this Agreement without the prior written consent of Company. Company may sell, assign or transfer this Agreement.
19. **Notices.** All notices required or permitted under this Agreement shall be by overnight courier such party at the address set forth in this Agreement, or at such other address as such party may designate in writing from time to time. Any notice shall be effective two (2) days after it has been sent via overnight courier.
20. **Indemnification.** Each party, if promptly notified by the other and given the right to control the defense, shall indemnify, defend and hold harmless the other party, its affiliates, and their respective officers, directors, employees, agents, successors and assigns, from and against all claims by a third party for losses, damages, costs or liability of any kind (including expenses and reasonable legal fees) that a court finally awards such party ("Claims") for bodily injury (including death) and damage to real or tangible property, to the extent proximately caused by the negligent acts or omissions, or willful misconduct of the indemnifying party (or its affiliates) in connection with this Agreement.
21. **Fax/Electronic Execution.** A faxed or electronically transmitted version of this Agreement may be considered the original and Customer will not have the right to challenge in court the authenticity or binding effect of any faxed or scanned copy or signature thereon. This Agreement may be signed in counterparts and all counterparts will be considered and constitute the same Agreement.
22. **Warranty to Execute.** Each party represents and warrants to the other, as an essential part of this Agreement, that: (i) it is duly organized and validly existing and in good standing under the laws of the state of its incorporation or formation; (ii) this Agreement has been duly authorized by all appropriate corporate action for signature; and (iii) the individual signing this Agreement is duly authorized to do so.
23. **Miscellaneous.** (a) Choice of Law. This Agreement shall be governed by the laws of the state of ME (without regard to conflict of laws principles); (b) Jury Trial. THE PARTIES EXPRESSLY WAIVE TRIAL BY JURY AS TO ALL ISSUES ARISING OUT OF OR RELATED TO THIS AGREEMENT; (c) Entire Agreement. This Agreement constitutes the entire agreement between the parties with regards to the subject matter herein and supersedes all prior agreements, proposals or negotiations, whether oral or written; (d) Enforceability. If any provision of this Agreement is unenforceable, illegal or invalid, the remaining provisions will remain in full force and effect; (e) Amendments. This Agreement may not be amended or modified except by a writing signed by the parties; provided Customer agrees that Company is authorized, without notice to Customer, to supply missing information or correct obvious errors provided that such change does not materially alter Customer's obligations; (f) Force Majeure. Company shall not be responsible for delays or inability to provide Products or Services caused directly or indirectly by strikes, accidents, climate conditions, parts availability, unsafe travel conditions, or other reasons beyond Company's control.

Initials

PRODUCT SCHEDULE (SCHEDULE A)

This Product Schedule/Schedule A is attached to and becomes part of the Agreement.

PRODUCTS								
QTY	MFG / MODEL	DESCRIPTION	ID#	SERIAL NUMBER	STARTING BLACK METER	STARTING COLOR METER	ADDRESS	METER POOLS
2	AltaLink B8270H2	AltaLink B8270H2 with Office Finisher (OFC-81)					MSAD 63 HOLBROOK MIDDLE SCHOOL 202 KIDDER HILL RD HOLDEN, ME 04429 (Zone3)	B&W: Pool #1
1	AltaLink B8255H2	AltaLink B8255H2 with Office Finisher (OFC-81)					MSAD 63 HOLDEN ELEMENTARY SCHOOL 590 MAIN RD HOLDEN, ME 04429 (Zone3)	B&W: Pool #1
1	AltaLink C8245H2	AltaLink C8245H2 with Office Finisher (OFC-81)					MSAD 63 HOLBROOK MIDDLE SCHOOL 202 KIDDER HILL RD HOLDEN, ME 04429 (Zone3)	B&W: Pool #1 Color: Pool #1
1	VersaLink B7135H2	VersaLink B7135H2 with Integrated Office Finisher					MSAD 63 HOLBROOK MIDDLE SCHOOL 202 KIDDER HILL RD HOLDEN, ME 04429 (Zone3)	B&W: Pool #1
1	AltaLink B8270H2	AltaLink B8270H2 with Office Finisher (OFC-81)					MSAD 63 HOLDEN ELEMENTARY SCHOOL 590 MAIN RD HOLDEN, ME 04429 (Zone3)	B&W: Pool #1
1	AltaLink B8270H2	AltaLink B8270H2 with Office Finisher (OFC-81)					MSAD 63 EDDINGTON ELEMEN SCHOOL 440 MAIN RD EDDINGTON, ME 04428 (Zone3)	B&W: Pool #1
1	Hewlett Packard HP M551N PRINTER C	(Service Only) LIBRARY 8-4:30	IHK87	CNBCCB30D3	14162	93423	590 MAIN RD	B&W: MPS Flat Rate Pool #1
1	Hewlett Packard HP LJ PRO 400 M402N	(Service Only) 3RD. GRADE	JJT02	VNG3402345	1110	0	590 MAIN RD	B&W: MPS Flat Rate Pool #1
1	Hewlett Packard HP LASRJET 1320	(Service Only) K-4 LAPTOP CART	IHK66	CNHC63W06R	12542	0	590 MAIN RD	B&W: MPS Flat Rate Pool #1
1	Hewlett Packard HP LJ PRO 400 M402N	(Service Only) LAPTOP CART-ON THE COW	JJT01	VNG3402127	1512	0	590 MAIN RD	B&W: MPS Flat Rate Pool #1
1	Hewlett Packard HP LASERJET PRO 4001DW MONO PRINTER	(Service Only) Holden School Front Office	SSW76	PHLJP09114	0	0	590 MAIN RD	B&W: MPS Flat Rate Pool #1
1	Hewlett Packard HP M601N PRINTER	(Service Only) CENTRAL HRS 8-4	JJE93	CNDCG6H0GQ	114218	0	202 KIDDER HILL RD	B&W: MPS Flat Rate Pool #1
1	Hewlett Packard HP M401DNE PRINTER	(Service Only) BUSINESS OFFICE-KELLY	PPG21	PHGFF63781	13910	0	202 KIDDER HILL RD	B&W: MPS Flat Rate Pool #1
1	Hewlett Packard HP LASERJET PRO 4001N MONO PRINTER	(Service Only) RM 102	VVC34	PHBDP02617	0	0	202 KIDDER HILL RD	B&W: MPS Flat Rate Pool #1
1	Hewlett Packard HP LASERJET PRO 4001N MONO PRINTER	(Service Only) RM 128	VVC33	PHBDP02615	0	0	202 KIDDER HILL RD	B&W: MPS Flat Rate Pool #1

Initials

1	Hewlett Packard HP LASERJET PRO 4001N MONO PRINTER	(Service Only) RM 116	VVC32	PHBDP0260 7	0	0	202 KIDDER HILL RD	B&W: MPS Flat Rate Pool #1
1	Hewlett Packard HP LASERJET PRO 4001N MONO PRINTER	(Service Only) RM 120	VVC31	PHBDP0262 4	0	0	202 KIDDER HILL RD	B&W: MPS Flat Rate Pool #1
1	Hewlett Packard HP LASERJET PRO 4001N MONO PRINTER	(Service Only) RM 121	VVC30	PHBDP0262 3	0	0	202 KIDDER HILL RD	B&W: MPS Flat Rate Pool #1
1	Hewlett Packard HP LASERJET PRO 4001N MONO PRINTER	(Service Only) RM 122	VVC29	PHBDP0262 2	0	0	202 KIDDER HILL RD	B&W: MPS Flat Rate Pool #1
1	Hewlett Packard HP M551N PRINTER C	(Service Only) LIBRARY	IIK88	CNBCCB30N 5	17147	114385	440 MAIN RD	B&W: MPS Flat Rate Pool #1
1	Hewlett Packard HP LASERJET PRO 4001DW MONO PRINTER	(Service Only) Eddington School Principals Office	SSW77	PHLJP09102	0	0	440 MAIN RD	B&W: MPS Flat Rate Pool #1
1	Xerox XEROX VERSALINK C400DN COLOR PRINTER	(Service Only)	TTG49	7HB782408	4	1	202 KIDDER HILL RD	Color: MPS Flat Rate Pool #1
1	Xerox XEROX VERSALINK C405DN COLOR MFP PRINTER	(Service Only) 153 MAIN ROAD====BUS GARAGE	TTG51	4HX960285	354	179	202 KIDDER HILL RD	Color: MPS Flat Rate Pool #1
1	Xerox XEROX VERSALINK C400DN COLOR PRINTER	(Service Only)	TTG48	7HB783254	4	4	202 KIDDER HILL RD	Color: MPS Flat Rate Pool #1
1	Hewlett Packard HP M251 NW	(Service Only) BUS GARAGE	JJJ50	CND1H2767 6	7159	10016	202 KIDDER HILL RD	B&W: MPS Flat Rate Pool #1
1	Hewlett Packard HP LJ PRO 400 M402N	(Service Only) RM 214	IIL79	VNBEK11681	42964	0	202 KIDDER HILL RD	B&W: MPS Flat Rate Pool #1
1	Hewlett Packard HP P2055 PRINTER B	(Service Only) RM 125	IIK57	CNB9P54487	15144	0	202 KIDDER HILL RD	B&W: MPS Flat Rate Pool #1
1	Hewlett Packard HP LASRJET 1320	(Service Only) RM 103	IIK56	CNHC63W01 3	47236	0	202 KIDDER HILL RD	B&W: MPS Flat Rate Pool #1
1	Hewlett Packard HP LASRJET 1320	(Service Only) RM 116	IIK55	CNHC663W0 6V	80900	0	202 KIDDER HILL RD	B&W: MPS Flat Rate Pool #1
1	Hewlett Packard HP LASRJET 1320	(Service Only) RM 114	IIK61	CNHC63P04 3	66468	0	202 KIDDER HILL RD	B&W: MPS Flat Rate Pool #1
1	Hewlett Packard HP LASRJET 1320	(Service Only) RM 205	IIK62	CNRC67VGP N	47752	0	202 KIDDER HILL RD	B&W: MPS Flat Rate Pool #1
1	Hewlett Packard HP LASERJET 1518C	(Service Only) SPEC SERV. 843-0702	IIL13	CNB0601262	3965	5951	202 KIDDER HILL RD	B&W: MPS Flat Rate Pool #1
1	Hewlett Packard HP LASETJET 2420	(Service Only) LIBRARY	IIK49	CNGKJ74592	55652	0	202 KIDDER HILL RD	B&W: MPS Flat Rate Pool #1
1	Hewlett Packard HP LJ PRO M402dw	(Service Only) RM 126	NNC06	PHBVC0954 9	11548	0	202 KIDDER HILL RD	B&W: MPS Flat Rate Pool #1

Initials

1	Hewlett Packard HP LJ PRO M404DW MONO PRINTER	(Service Only) RM 206	SSW73	PHBGK0129 0	0	0	202 KIDDER HILL RD	B&W: MPS Flat Rate Pool #1
1	Hewlett Packard HP LJ PRO M404DW MONO PRINTER	(Service Only)	SSX97	PHDGG0965 6	8	0	202 KIDDER HILL RD	B&W: MPS Flat Rate Pool #1
1	Hewlett Packard HP LJ PRO M404DW MONO PRINTER	(Service Only)	SSX98	PHDGG0965 9	2	0	202 KIDDER HILL RD	B&W: MPS Flat Rate Pool #1
1	Hewlett Packard HP LASERJET PRO 4001DW MONO PRINTER	(Service Only) Holbrook School Principal's secretary office	SSW74	PHLJP09105	0	0	202 KIDDER HILL RD	B&W: MPS Flat Rate Pool #1
1	Hewlett Packard HP LASERJET PRO 4001DW MONO PRINTER	(Service Only) Holbrook School Music Room	SSW75	PHLJP09082	0	0	202 KIDDER HILL RD	B&W: MPS Flat Rate Pool #1

CUSTOMER ACCEPTANCE			
<i>By executing this agreement, I acknowledge that I have read and understand this agreement and I certify that I am authorized to execute this agreement on behalf of customer. Authorized signature acknowledges terms / conditions and expiration dates or meter readings. The terms and conditions on the face and reverse side of this agreement correctly set forth the entire agreement between parties.</i>			
AUTHORIZED CUSTOMER SIGNATURE: SIGNER'S NAME (PRINTED):			TITLE:
			DATE:
COMPANY SALES:			DATE:

Initials

XEROX® ADVANCED MANAGED PRINT SERVICES STATEMENT OF WORK

THIS XEROX® ADVANCED MANAGED PRINT SERVICES STATEMENT OF WORK ("AMPS SOW" or "this SOW") is hereby attached to and made a part of the SSA and/or MSA ("**Agreement**") entered into by and between Conway Technology Group, LLC, d/b/a Transco Business Technologies ("**Company**") and MSAD 63 SUPERINTENDENT OF SCHOOLS ("**Customer**"), collectively the "**Parties**", to add the AMPS as further described herein. The effective date of this AMPS SOW is 06/02/2025. Except as expressly set forth herein, the Agreement's terms and conditions are incorporated herein and shall govern the provision of AMPS pursuant to this AMPS SOW.

1. **DEFINED TERMS** - Terms defined within the Agreement and used herein shall have the meaning set forth in the Agreement unless expressly set forth otherwise below.

Company – Refers to the Company identified in the Agreement and referenced above, and operationally may include or refer to its affiliates executing Services on its behalf.

In-Scope AMPS Equipment – AMPS-Eligible Equipment installed in the Sites and managed by Company as defined by the Xerox Tools under this AMPS SOW.

Xerox® Advanced Managed Print Services (AMPS) – Services provided by Company under this XPSAS SOW on In-Scope AMPS Equipment, which include proactive meter reads, proactive Supplies requests, and proactive break/fix requests.

Xerox® Support Assistant – An app running on a Xerox ConnectKey printer that shows the user the status of AMPS Incidents, and enables the user to raise new Incidents or submit meter reads into the AMPS process.

2. **SERVICES DESCRIPTION** – AMPS provides proactive meter reads, proactive Supplies requests, and proactive break/fix requests for In-Scope AMPS Equipment.

- a. Company shall operate the Xerox's Service Desk Support during Company's normal business hours on Company's business days. Service Desk Support includes receipt of Service Calls by service provider. Service Calls may be generated from automatic alerts from In-Scope Devices (**Proactive Service Call**) or from the web portal by a Customer or Reseller or by telephone (**Reactive Service Call**).
- b. To enable Company to provide the expected proactive Services and Supplies, Customer agrees to the use of a monitoring tool (see Xerox Tools). Customer ensures the selected tool continues to run and/or connects to their network and devices. Company is available for technical support of that tool, and the operation and maintenance of any Cloud component.
- c. If the chosen device management solution is Xerox Workplace Cloud Fleet Management ('CFM'), then by agreeing to this AMPS SOW You also agree to terms as defined in the following end user licensing agreement, as well as any periodic updates thereto, relating to the use of Xerox Tools to deliver the AMPS covered in this AMPS SOW. Company and/or Xerox Corporation reserve the right to update these terms at any time.

www.xerox.com/downloads/usa/en/x/XWC-and-CFM-Terms-of-Service-and-EULA.pdf

For other solutions, Terms and Conditions will be presented in the tool User Interface itself during implementation.

3. **XEROX TOOLS** - Company may utilize one or more of the following Xerox Tools to provide AMPS:

- a. Xerox Workplace Cloud Fleet Management solution ("CFM") – software that provides device data for monitoring of supplies, break/fix and meters and allows policy-based compliance to automate print fleet security; remote setting configuration; and security, patch and password management.
- b. Xerox Device Agent ("XDA") is an application that enables the monitoring and assessment of the status and output of In-Scope Devices.
- c. Xerox Device Manager ("XDM") - an application that enables the monitoring and assessment of the status and output of In-Scope Devices.

Initials

- d. Xerox Device Direct ("XDD") - an application is embedded in the firmware of certain devices that allows In-Scope AMPS Equipment to automatically communicate Device Data to Xerox for monitoring purposes.
 - e. Xerox Services Manager ("XSM") – a Web-based application providing Company with data enabling centralized asset tracking; device and supplies monitoring; and break/fix incident management.
 - f. Xerox Report Manager ("XRM") - an application that allows standard and custom reporting from XSM.
 - g. Fleet Management Portal ("FMP") - an online portal that provides program and device status and analytics.
 - h. Xerox MPS Advanced Analytics ("MPS AA") - a cloud-based reporting tool that presents data in a business intelligence format
4. **TERM** - Unless otherwise stated herein or in the Agreement, the term of this AMPS SOW shall be the same as the Term of the Agreement.
5. **CHARGES** – Charges for AMPS are set forth in the signed Agreement to which this AMPS SOW is attached and are exclusive of any and all applicable Taxes.
6. **CHANGES** – To the extent that the Parties wish to add or make modifications to this AMPS SOW, all such changes will be documented in a AMPS SOW Amendment signed by both Parties.
7. **ADDITIONAL TERMS AND CONDITIONS SPECIFIC TO AMPS SOW –**
- a. ADDITIONAL WARRANTY DISCLAIMER – IN ADDITION TO THE WARRANTIES AND DISCLAIMERS IN THE AGREEMENT, THE FOLLOWING SHALL APPLY TO AMPS: EXCEPT AS STATED IN THE AGREEMENT, COMPANY EXPRESSLY DISCLAIMS ALL WARRANTIES, EXPRESS AND IMPLIED, REGARDING THE PERFORMANCE OF AMPS , AND COMPANY DOES NOT WARRANT THAT AMPS WILL BE COMPATIBLE WITH ALL OF CUSTOMER'S SOFTWARE, OR WILL MEET CUSTOMER'S REQUIREMENTS, OR WILL BE ERROR FREE.

If there is a conflict between the contents of the Agreement and this AMPS SOW, this SOW shall control but only with respect to the provision of AMPS.

The terms and conditions of this AMPS SOW apply only to the provision of the AMPS, and do not affect, amend, or modify any of the provision of any other Services under the Agreement.

*** Signature Page Follows ***

Conway Technology Group, LLC, d/b/a Transco Business Technologies	MSAD 63 SUPERINTENDENT OF SCHOOLS
Print Name: _____	Print Name: _____
Print Title: _____	Print Title: _____
Sign: _____	Sign: _____
Date: _____	Date: _____

Initials

Appendix 1 - Service Desk Support Activities - Table One

Activity	Service Desk Support Xerox/XBS
Receive and log Service Call in Fleet Management Portal (FMP)	✓
Monitor Proactive Service alerts *** on network connected compliant In-Scope Devices with fault reporting capability	✓
Collect and log Call Data*	✓
Undertake basic diagnosis including web troubleshooting processes via Remote Call Assist (RCA) where the In Scope Device contains features that enable remote diagnosis and repair of problems and log activity	✓
Validate requests for consumables against entitlement, e.g., volume and order history	✓
Escalation to Level 2 Support within XSM with Call Data if RCA is unsuccessful	✓
Arrange shipment of Consumable to Customer	✓
Arrange advanced remote diagnosis with Customer upon Service Call using RCA and log activity on XSM	✓
Follow up daily on progress of Service Call (Level One Support/Level Two Support follow up on the tickets owned at that stage)	✓
Log activities on open ticket on XSM (by the Level that owns the ticket at that stage)	✓
Close ticket (by the Level that owns the ticket at that stage)	✓

* **Call Data** means Asset Tag Number (required); Serial Number (required); Customer Service Centre/Customer end user name (required); Customer Service Centre/Customer end user contact number; (required); Incident statement (required); Fault Type (required where break fix incident), Customer Service Centre/Customer end user email address; Device location; Internal reference number (if applicable); and meter reads. Call Data is Customer Data

Assumptions:

*** Advanced MPS Services, pro-active supplies and break/fix support, proper functioning of and data availability for the Xerox Tools and performance levels are dependent on active monitoring tools, such as XDA, XDM, XDD or CFM. It's the Customer's responsibility to keep such tools connected to the in-scope devices.

Initials

TRADE-IN EQUIPMENT / LEASE RETURN FORM

This Form is attached to and becomes part of the Agreement between the Company and the undersigned Customer.

RETURN TO COMPANY		LEASE CONTRACT #	SALES REP
		CUSTOMER OWNED	Daniel Rivers
BILL TO		CONTACT	
CUSTOMER #	M603:25A364	CONTACT	
CUSTOMER NAME	MSAD 63 SUPERINTENDENT OF SCHOOLS	PHONE	
ADDRESS	202 KIDDER HILL RD HOLDEN,ME 04429	EMAIL	

BUYOUT / TRADE-IN							
TRADE-IN TYPE	TERMS OF PAYOFF						
Customer Owned	The Customer's signature below attests that the equipment listed is owned by the Customer and is free and clear of any liens or encumbrances. Upon completion of the associated sale, the title and ownership of this equipment is transferred to the Company.						
MAKE/MODEL	PICKUP LOCATION	SERIAL #	SERVICE TAG	BW METER	COLOR	TOTAL	DISPOSITION
Xerox XEROX 7845PT	MSAD 63 HOLDEN ELEMENTARY SCHOOL 590 MAIN RD HOLDEN, ME 04429	MX4772594	LLH18				Scrap
Xerox XEROX ALTALINK B8055 BW COPER	MSAD 63 HOLDEN ELEMENTARY SCHOOL 590 MAIN RD HOLDEN, ME 04429	Y4X829333	TTT81				Scrap
Xerox XEROX ALTALINK B8075 BW COPIER	MSAD 63 HOLDEN ELEMENTARY SCHOOL 590 MAIN RD HOLDEN, ME 04429	3AG890890	TTG63				Scrap
Xerox XEROX ALTALINK B8075 BW COPIER	MSAD 63 EDDINGTON ELEMEN SCHOOL 440 MAIN RD EDDINGTON, ME 04428	3AG891152	SST06				Scrap
Xerox XEROX ALTALINK C8045 COLOR COPIER	MSAD 63 HOLBROOK MIDDLE SCHOOL 202 KIDDER HILL RD HOLDEN, ME 04429	8TB649131	TTG50				Scrap
Xerox XEROX ALTALINK B8075 BW COPIER	MSAD 63 HOLBROOK MIDDLE SCHOOL 202 KIDDER HILL RD HOLDEN, ME 04429	3AG890987	TTG62				Scrap
Xerox XEROX ALTALINK B8075 BW COPIER	MSAD 63 HOLBROOK MIDDLE SCHOOL 202 KIDDER HILL RD HOLDEN, ME 04429	3AG890982	TTG61				Scrap

The Company agrees to remove Equipment listed above provided the following:

1. You, the Customer, acknowledge that the Company shall not be financially responsible for for any obligations relating to this equipment.

INITIAL ()

CUSTOMER ACCEPTANCE			
<i>I acknowledge that I have read and understand this agreement and I certify that I am authorized to execute this agreement on behalf of Customer. Authorized signature certifies the accuracy of the information provided herein. Unless otherwise indicated in this agreement, it is solely the Customer's responsibility to secure any sensitive data and permanently delete such data from the internal media storage prior to Company taking possession of the equipment. The Customer shall hold the Company harmless from the Customer's failure to secure and permanently delete all such data.</i>			
AUTHORIZED CUSTOMER SIGNATURE:		TITLE:	
SIGNER'S NAME (PRINTED):		DATE:	
COMPANY SALES:		DATE:	

Initials

Initials



Copy Plus Rental Agreement

APPLICATION NO.

AGREEMENT NO.

Business Solutions

34 Leighton Road Augusta, ME 04330 - (207) 622-6251

The words "User," "Lessee," "you" and "your" refer to **Customer**. The words "Owner," "Lessor," "we," "us" and "our" refer to **Conway Technology Group, LLC, d/b/a Transco Business Technologies**

CUSTOMER INFORMATION

FULL LEGAL NAME			STREET ADDRESS	
MSAD 63 SUPERINTENDENT OF SCHOOLS			202 KIDDER HILL RD	
CITY	STATE	ZIP	PHONE	FAX
HOLDEN	ME	04429	null	
BILLING NAME (IF DIFFERENT FROM ABOVE)			BILLING STREET ADDRESS	
MSAD 63 SUPERINTENDENT OF SCHOOLS			202 KIDDER HILL RD	
CITY	STATE	ZIP	E-MAIL	
HOLDEN	ME	04429		
EQUIPMENT LOCATION (IF DIFFERENT FROM ABOVE)				
See attached Schedule A				

EQUIPMENT DESCRIPTION

MAKE/MODEL/ACCESSORIES	SERIAL NO.	STARTING METER

☒ See attached Schedule A

TERM & PAYMENT INFORMATION

60 months	Payments* of \$	\$24,810.00 Annual	The payment ("Payment") period is monthly unless otherwise indicated.		*plus applicable taxes	
Payment includes	See attached Schedule A	B&W Pages per month	Overages billed at \$	See attached Schedule A	per B&W page*	
Payment includes	See attached Schedule A	Color Pages per month	Overages billed at \$	See attached Schedule A	per Color page*	
Payment includes	See attached Schedule A	B&W Prints per month	Overages billed at \$	See attached Schedule A	per B&W print*	
Payment includes	See attached Schedule A	Color Prints per month	Overages billed at \$	See attached Schedule A	per Color print*	

Upon acceptance of the Equipment, THIS AGREEMENT IS NONCANCELABLE, IRREVOCABLE AND CANNOT BE TERMINATED.

OWNER ACCEPTANCE

Conway Technology Group, LLC, d/b/a Transco Business Technologies			
OWNER	SIGNATURE	PRINT NAME / TITLE	DATED

CUSTOMER ACCEPTANCE

BY SIGNING BELOW OR AUTHENTICATING AN ELECTRONIC RECORD HEREOF, YOU CERTIFY THAT YOU HAVE REVIEWED AND DO AGREE TO ALL TERMS AND CONDITIONS OF THIS AGREEMENT ON THIS PAGE AND ON PAGE 2 ATTACHED HERETO. You acknowledge and agree that the Equipment has been delivered to you and you hereby accept such Equipment on an "AS-IS, WHERE-IS" basis for all purposes as of the date hereof. Upon you signing below, your promises herein will be non-cancelable, irrevocable and unconditional in all respects.

MSAD 63 SUPERINTENDENT OF SCHOOLS		
CUSTOMER (as referenced above)	SIGNATURE	TITLE

FEDERAL TAX I.D. #	PRINT NAME	DATED
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TERMS AND CONDITIONS (Continued on Page 2)

1. **AGREEMENT:** You agree to rent from us the goods, together with all replacements, parts, repairs, additions, and accessions incorporated therein or attached thereto and any and all proceeds of the foregoing, including, without limitation, insurance recoveries ("Equipment") and, if applicable, finance certain intangible items such as software, software or subscription license(s), software components, prepaid cloud credits or professional services (collectively, the "Financed Items," which are included in the word "Equipment" unless separately stated) from licensor(s) and/or supplier(s) (collectively, the "Supplier"), all as described in this Agreement and in any attached schedule, addendum or amendment hereto ("Agreement"). You represent and warrant that you will use the Equipment for business purposes only and that the Equipment is new, unless otherwise noted. You agree to all of the terms and conditions contained in this Agreement, which, with the acceptance certification, is the entire agreement between you and us regarding the Equipment and which supersedes all prior agreements, including any purchase order, invoice, request for proposal, response or other related document. This Agreement becomes valid upon execution by us. In order to facilitate an orderly transition, the start date of this Agreement will be the date the Equipment is delivered to you or a date designated by us. If a later start date is designated, you agree to pay us a transitional payment equal to 1/30th of the Payment, multiplied by the number of days between the date the Equipment is delivered to you and the designated start date. If any provision of this Agreement is declared unenforceable, the other provisions herein shall remain in full force and effect to the fullest extent permitted by law.

2. **OWNERSHIP; PAYMENTS; TAXES AND FEES:** We own the Equipment, excluding any Financed Items. Ownership of any Financed Items shall remain with Supplier thereof. **You will pay all Payments, as adjusted, when due, without notice or demand and without abatement, set-off, counterclaim or deduction of any amount whatsoever.** If any part of a Payment is more than 5 days late, you agree to pay a late charge equal to: a) the higher of 10% of the Payment which is late or \$26.00, or b) if less, the maximum charge allowed by law. The Payment may be adjusted proportionately upward or downward: (i) if the shipping charges or taxes differ from the estimate given to you; and/or (ii) to comply with the tax laws of the state in which the Equipment is located. You agree to reimburse us for all applicable taxes, assessments and penalties related to this Agreement, whenever levied or assessed on this Agreement, on us or you, or on the Equipment, its rental, sale, ownership, possession, use or operation. If we are not going to file and pay, you will be notified in writing within 60 days after commencement and or billed directly to you by your taxing jurisdiction. If we pay any taxes or other expenses that are owed hereunder, you agree to reimburse us when we request and to pay us a processing fee for each expense we pay on your behalf and to pay us ver.202503.ds.cpra

an annual tax processing fee up to \$50. You agree to pay us an origination fee of \$189.50 for all closing costs. We may apply all sums received from you to any amounts due and owed to us under the terms of this Agreement. If for any reason your check is returned for insufficient funds, you will pay us a service charge of \$30 or, if less, the maximum charge allowed by law. We may make a profit on any fees, estimated tax payments and other charges paid under this Agreement.

3. EQUIPMENT; SECURITY INTEREST: At your expense, you shall keep the Equipment: (i) in good repair, condition and working order, in compliance with applicable laws, ordinances and manufacturers' and regulatory standards; (ii) free and clear of all liens and claims; and (iii) at your address shown on page 1, and you agree not to move Equipment unless we agree in writing. You grant us a security interest in the Equipment to secure all amounts you owe us under any agreement with us, except amounts secured by land and buildings in addition to the Equipment. You authorize and ratify our filing of any financing statement(s). You will not change your name, state of organization, headquarters or residence without providing prior written notice to us. You will notify us within 30 days if your state of organization revokes or terminates your existence.

4. INSURANCE; COLLATERAL PROTECTION; INDEMNITY; LOSS OR DAMAGE: You agree to keep the Equipment fully insured against all risk, with us named as lender's loss payee, in an amount not less than the full replacement value of the Equipment until this Agreement is terminated. You also agree to maintain liability insurance with such coverage and from such insurance carrier as shall be satisfactory to us and to include us as an additional insured on the policy. You will provide written notice to us within 10 days of any modification or cancellation of your insurance policy(s). You agree to provide us certificates or other evidence of insurance acceptable to us. If you do not provide us with acceptable evidence of property insurance within 30 days after the start of this Agreement, we may, at our sole discretion, do as provided in either (A) or (B) below: (A) We may secure property loss insurance on the Equipment from a carrier of our choosing in such forms and amounts as we deem reasonable to protect our interests. If we secure insurance on the Equipment, we will not name you as an insured party, your interests may not be fully protected, and you will reimburse us the premium which may be higher than the premium you would pay if you obtained insurance, and which may result in a profit to us through an investment in reinsurance. In addition, you agree to pay us our standard fees in connection with obtaining such insurance. If you are current in all of your obligations under the Agreement at the time of loss, any insurance proceeds received will be applied, at our option, to repair or replace the Equipment, or to pay us the remaining payments due or to become due under this Agreement, plus our booked residual, both discounted at 2% per annum. (B) We charge you a monthly property damage surcharge of up to .0035 of the Equipment cost as a result of our credit risk and administrative and other costs, as would be further described on a letter from us to you. We may make a profit on this program. **NOTHING IN THIS PARAGRAPH WILL RELIEVE YOU OF RESPONSIBILITY FOR LIABILITY INSURANCE ON THE EQUIPMENT.** We are not responsible for, and you agree to hold us harmless and reimburse us for and to defend on our behalf against, any claim for any loss, expense, liability or injury caused by or in any way related to delivery, installation, possession, ownership, renting, manufacture, use, condition, inspection, removal, return or storage of the Equipment. All indemnities will survive the expiration or termination of this Agreement. You are responsible for any loss, theft, destruction or damage to the Equipment ("Loss"), regardless of cause, whether or not insured. You agree to promptly notify us in writing of any Loss. If a Loss occurs and we have not otherwise agreed in writing, you will promptly pay to us the unpaid balance of this Agreement, including any future Payments to the end of the term plus the anticipated residual value of the Equipment, both discounted to present value at 2%. Any proceeds of insurance will be paid to us and credited against the Loss. You authorize us to sign on your behalf and appoint us as your attorney-in-fact to endorse in your name any insurance drafts or checks issued due to a Loss.

5. ASSIGNMENT: YOU SHALL NOT SELL, TRANSFER, ASSIGN, ENCUMBER, PLEDGE OR SUBLEASE THE EQUIPMENT OR THIS AGREEMENT, without our prior written consent, which will not be unreasonably withheld. You shall not consolidate or merge with or into any other entity, distribute, sell or dispose of all or any substantial portion of your assets other than in the ordinary course of business, without our prior written consent, which shall not be unreasonably withheld, and the surviving, or successor entity or the transferee of such assets, as the case may be, shall assume all of your obligations under this Agreement by a written instrument acceptable to us. No event shall occur which causes or results in a transfer of majority ownership of you while any obligations are outstanding hereunder. We may sell, assign, or transfer this Agreement without notice to or consent from you. You agree that if we sell, assign or transfer this Agreement, our assignee will have the same rights and benefits that we have now and will not have to perform any of our obligations. **You agree that our assignee will not be subject to any claims, defenses, or offsets that you may have against us.** This Agreement shall be binding on and inure to the benefit of the parties hereto and their respective successors and assigns.

6. DEFAULT AND REMEDIES: You will be in default if: (i) you do not pay any Payment or other sum due to us or you fail to perform in accordance with the covenants, terms and conditions of this Agreement or any other agreement with us or any of our affiliates; (ii) you make or have made any false statement or misrepresentation to us; (iii) you or any guarantor dies, dissolves, liquidates, terminates existence or is in bankruptcy; (iv) you or any guarantor suffers a material adverse change in its financial, business or operating condition; or (v) any guarantor defaults under any guaranty for this Agreement. If you are ever in default, at our option, we can cancel this Agreement and require that you pay the unpaid balance of this Agreement, including any future Payments to the end of term plus the anticipated residual value of the Equipment, both discounted to present value at 2%. We may recover default interest on any unpaid amount at the rate of 12% per year. Concurrently and cumulatively, we may also use any remedies available to us under the UCC and any other law and we may require that you immediately stop using any Financed Items. If we take possession of the Equipment, you agree to pay the costs of repossession, moving, storage, repair and sale. The net proceeds of the sale of any Equipment will be credited against what you owe us under this Agreement and you will be responsible for any deficiency. In the event of any dispute or enforcement of our rights under this Agreement or any related agreement, you agree to pay our reasonable attorneys' fees (including any incurred before or at trial, on appeal or in any other proceeding), actual court costs and any other collection costs, including any collection agency fee. **LIMITATION ON LIABILITY: IN NO EVENT SHALL WE BE LIABLE TO YOU FOR ANY INDIRECT, INCIDENTAL, EXEMPLARY, PUNITIVE, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING WITHOUT LIMITATION, DAMAGES FOR LOST PROFITS, REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT, TORT (INCLUDING NEGLIGENCE) OR OTHERWISE, AND EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. IN NO EVENT SHALL WE BE LIABLE TO YOU FOR ANY DIRECT DAMAGES IN EXCESS OF THE FEES PAID BY YOU UNDER THIS AGREEMENT IN THE SIX-MONTH PERIOD IMMEDIATELY PRECEDING THE EVENT THAT GIVES RISE TO THE CLAIM.** Any delay or failure to enforce our rights under this Agreement will not prevent us from enforcing any rights at a later time. **You agree that this Agreement shall be a "Finance Lease" as defined by Article 2A of the UCC and your rights and remedies are governed exclusively by this Agreement. You waive all rights under sections 2A-508 through 522 of the UCC, as may be amended.** If interest is charged or collected in excess of the maximum lawful rate, we will refund such excess to you, which will be your sole remedy.

7. INSPECTIONS AND REPORTS: We have the right, at any reasonable time, to inspect the Equipment and any documents relating to its installation, use, maintenance and repair. Within 30 days after our request, you will deliver all requested information which we deem reasonably necessary to determine your current financial condition and faithful performance of the terms hereof. Financial information will generally not be required unless your exposure with us exceeds \$1,000,000. Unless otherwise accepted by us, each financial statement shall be prepared in accordance with generally accepted accounting principles consistently applied and shall fairly and accurately present your financial condition and results of operations for the period to which it pertains. You authorize us to obtain credit bureau reports for credit and collection purposes and to share them with our affiliates and agents.

8. END OF TERM: At the end of the initial term, this Agreement shall renew for successive 12-month renewal term(s) under the same terms hereof unless you send us written notice between 90 and 150 days before the end of the initial term or at least 60 days before the end of any renewal term that you want to return the Equipment, and you timely return the Equipment. You shall continue making Payments and paying all other amounts due after the end of the initial term until the Equipment is returned in accordance with the terms of this Agreement. As long as you have given us the required written notice, you will return all of the Equipment to a location we specify, at your expense, in retail re-saleable condition, full working order and complete repair. If you so request, and we permit the early termination of this Agreement, you agree to pay a fee for such privilege. **YOU ARE SOLELY RESPONSIBLE FOR REMOVING ANY DATA THAT MAY RESIDE IN THE EQUIPMENT, INCLUDING BUT NOT LIMITED TO HARD DRIVES, DISK DRIVES OR ANY OTHER FORM OF MEMORY.** You cannot pay off this Agreement or return the Equipment prior to the end of the initial term without our consent. If we consent, we may charge you, in addition to other amounts owed, an early termination fee.

9. USA PATRIOT ACT NOTICE; ANTI-TERRORISM AND ANTI-CORRUPTION COMPLIANCE: To help the government fight the funding of terrorism and money laundering activities, federal law requires all financial institutions to obtain, verify, and record information that identifies each customer who opens an account. When you enter into a transaction with us, we ask for your business name, address and other information that will allow us to identify you. We may also ask to see other documents that substantiate your business identity. You and any other person who you control, own a controlling interest in, or who owns a controlling interest in or otherwise controls you in any manner ("Representatives") are and will remain in full compliance with all laws, regulations and government guidance concerning foreign asset control, trade sanctions, embargoes, and the prevention and detection of money laundering, bribery, corruption, and terrorism, and neither you nor any of your Representatives is or will be listed in any Sanctions-related list of designated persons maintained by the U.S. Department of Treasury's Office of Foreign Assets Control or successor or the U.S. Department of State. You shall, and shall cause any Representative to, provide such information and take such actions as are reasonably requested by us in order to assist us in maintaining compliance with anti-money laundering laws and regulations.

10. MISCELLANEOUS: Unless otherwise stated in an amendment, supplement or addendum hereto, the parties agree that: (i) this Agreement and any related documents hereto may be authenticated by electronic means; (ii) the "original" of this Agreement shall be the copy that bears your manual, facsimile, scanned or electronic signature and that also bears our manually signed signature and is held by us; and (iii) to the extent this Agreement constitutes chattel paper (as defined by the UCC), a security interest may only be created in the original. Notwithstanding the foregoing, (i) for evidentiary purposes, any faxed, scanned or electronic copy of this Agreement may be considered the original, and you waive the right to challenge in court the authenticity or binding effect of any such copy or signature thereon; and (ii) we reserve the right to require you to sign any instrument manually and to deliver to us an original of such document. You agree to execute any further documents that we may request to carry out the intents and purposes of this Agreement. All notices shall be mailed or delivered by electronic transmission or via overnight courier to the respective parties at the addresses shown on this Agreement or such other address as a party may provide in writing from time to time. By providing us with a telephone number for a cellular phone or other wireless device, including a number that you later convert to a cellular number, you are expressly consenting to receiving communications, including but not limited to prerecorded or artificial voice message calls, text messages, and calls made by an automatic telephone dialing system, from us and our affiliates and agents at that number. This express consent applies to each such telephone number that you provide to us now or in the future and permits such calls for non-marketing purposes. Calls and messages may incur access fees from your cellular provider. You authorize us to make non-material amendments (including completing and conforming the description of the Equipment) on any document in connection with this Agreement. **Unless stated otherwise herein, all other modifications to this Agreement must be in writing and signed by each party or in a duly authenticated electronic record.** This Agreement may not be modified by course of performance. You authorize us to insert or correct missing information on this Agreement, including but not limited to agreement numbers, serial numbers and other Equipment information.

11. WARRANTY DISCLAIMERS: WE ARE RENTING THE EQUIPMENT TO YOU "AS-IS." YOU HAVE SELECTED SUPPLIER(S) AND THE EQUIPMENT BASED UPON YOUR OWN JUDGMENT. IN THE EVENT WE ASSIGN THIS AGREEMENT, OUR ASSIGNEE DOES NOT TAKE RESPONSIBILITIES FOR THE INSTALLATION OR PERFORMANCE OF THE EQUIPMENT. **YOU WILL CONTINUE TO MAKE ALL PAYMENTS UNDER THIS AGREEMENT REGARDLESS OF ANY CLAIM OR COMPLAINT AGAINST ANY SUPPLIER, LICENSOR OR MANUFACTURER, AND ANY FAILURE OF A SERVICE PROVIDER TO PROVIDE SERVICES WILL NOT EXCUSE YOUR OBLIGATIONS TO US UNDER THIS AGREEMENT. YOU ARE NOT ENTITLED TO REDUCE OR SET-OFF AGAINST AMOUNTS DUE UNDER THIS AGREEMENT FOR ANY REASON, INCLUDING ALL INSTANCES WHERE THE TERM OF A FINANCED ITEM OR ASSOCIATED SERVICE MAY NOT BE COTERMINOUS WITH THE TERM OF THIS AGREEMENT. WE MAKE NO WARRANTIES, EXPRESS OR IMPLIED, OF, AND TAKE ABSOLUTELY NO RESPONSIBILITY FOR, MERCHANTABILITY, FITNESS FOR ANY PARTICULAR PURPOSE, CONDITION, QUALITY, ADEQUACY, TITLE, DATA ACCURACY, SYSTEM INTEGRATION, FUNCTION, DEFECTS, OR ANY OTHER ISSUE IN REGARD TO THE EQUIPMENT, ANY ASSOCIATED SOFTWARE AND ANY FINANCED ITEMS. SO LONG AS YOU ARE NOT IN DEFAULT UNDER THIS AGREEMENT, WE ASSIGN TO YOU ANY WARRANTIES GIVEN TO US.**

12. LAW; JURISDICTION/VENUE; JURY WAIVER: This Agreement will be governed by and construed in accordance with the law of the state of the principal place of business of Owner or, if assigned, the assignee's principal place of business. You consent to the jurisdiction and venue of any state or federal court in the state of the Owner or, if assigned, where its assignee has its principal place of business and waive the defense of inconvenient forum. For any action arising out of or relating to this Agreement or the Equipment, **BOTH PARTIES WAIVE ALL RIGHTS TO A TRIAL BY JURY.**

13. MAINTENANCE AND SUPPLIES: The charges established by this Agreement include payment for the use of the Equipment, accessories, maintenance by Supplier(s) during normal business hours, inspection, adjustment, parts replacement, drums, cleaning material required for proper operation and toner and developer. Paper and staples must be separately purchased by you. The per page/print charge and overages per page/print charge are based upon an 8 1/2" x 11" letter size page, print with an average 5% image fill, or its equivalent. If we determine that you have used 15% more consumable supplies than normal (as determined by the manufacturer's specifications) to produce pages/prints, you agree to pay us an amount from time to time which may be necessary to offset such increased usage. If necessary, the maintenance and supply portion of this Agreement may be assigned by us. We may charge you a monthly supply freight fee to cover our costs of shipping supplies to you. You agree to pay all amounts owing under this Agreement regardless of any claim you have against Supplier relating to the maintenance and supplies, which are being provided to you pursuant to a separate arrangement with Supplier ("Arrangement"). Supplier will be solely responsible for performing all services and providing all supplies under the Arrangement. Services may be delivered by Supplier's affiliates and/or subcontractors, at Supplier's sole discretion. You agree not to hold Owner (if different from Supplier) or any assignee of this Agreement responsible for Supplier's obligations under the Arrangement. As a convenience to you, we may provide you with one invoice covering amounts owing under this Agreement and the Arrangement. Each month, you are entitled to produce the minimum number of pages/prints shown on page 1 for each applicable page/print type. Regardless of the number of pages/prints made, you will never pay less than the minimum Payment. You agree to provide periodic meter readings on the Equipment. You agree to pay the applicable overage charge for each metered page/print that exceeds the applicable minimum number of pages/prints. Pages/prints made on equipment marked as not financed under this Agreement will be included in determining your page/print and overage charges. At the end of the first year of this Agreement, and once each successive 12-month period thereafter, the Payment and the overage charges may be increased by a maximum of 20% of the existing payment or charge and where a contract is subject to flat rate pricing, modify the Payment accordingly based on Customer's usage during the previous 12-month period.

14. METER; ELECTRIC SERVICES: Most equipment will be connected to a remote transmission tool which will report the number of images made on the Equipment each month and upon which monthly invoices will be based. If a remote transmission tool is not installed and otherwise upon request, you will provide us, by telephone, e-mail or fax with the actual meter readings three days prior to your due date. We may estimate the number of images used if such meter readings are not received from you by us within 2 days. The estimated charge for excess images shall be adjusted upon receipt of actual meter readings. If you are unable to maintain remote transmission, we reserve the right to charge you a per device fee for such affected Equipment due to the increased service visits that will be required in order for Supplier to: (x) obtain such information, (y) provide such transmissions and/or (z) provide such maintenance services and supplies that otherwise would have been provided remotely and/or proactively. If you elect to not install a remote transmission tool, a manual meter collection fee as outlined on the Supplier's currently published fee schedule shall apply. You agree to provide adequate space without charge for the Equipment, adequate electricity (including, if necessary, a dedicated 110 or 220 volt line), an electrical surge suppressor with a UL-1449 rating or better, and reasonable storage for supplies to be used with the equipment.



Schedule A

APPLICATION NO.

AGREEMENT NO.

Business Solutions

This Schedule "A" is to be attached to and becomes part of the above-referenced Agreement by and between the undersigned and **Conway Technology Group, LLC, d/b/a Transco Business Technologies.**

EQUIPMENT DESCRIPTION					
Quantity	Model and Description	Location	Serial Number	Starting Meter	Meter Pools
1	AltaLink B8255H2 with Office Finisher (OFC-81)	MSAD 63 HOLDEN ELEMENTARY SCHOOL 590 MAIN RD HOLDEN, ME 04429			B&W: Pool #1
1	AltaLink B8270H2 with Office Finisher (OFC-81)	MSAD 63 HOLBROOK MIDDLE SCHOOL 202 KIDDER HILL RD HOLDEN, ME 04429			B&W: Pool #1
1	AltaLink B8270H2 with Office Finisher (OFC-81)	MSAD 63 HOLBROOK MIDDLE SCHOOL 202 KIDDER HILL RD HOLDEN, ME 04429			B&W: Pool #1
1	AltaLink B8270H2 with Office Finisher (OFC-81)	MSAD 63 HOLDEN ELEMENTARY SCHOOL 590 MAIN RD HOLDEN, ME 04429			B&W: Pool #1
1	AltaLink B8270H2 with Office Finisher (OFC-81)	MSAD 63 EDDINGTON ELEMEN SCHOOL 440 MAIN RD EDDINGTON, ME 04428			B&W: Pool #1
1	AltaLink C8245H2 with Office Finisher (OFC-81)	MSAD 63 HOLBROOK MIDDLE SCHOOL 202 KIDDER HILL RD HOLDEN, ME 04429			B&W: Pool #1 Color: Pool #1
1	VersaLink B7135H2 with Integrated Office Finisher	MSAD 63 HOLBROOK MIDDLE SCHOOL 202 KIDDER HILL RD HOLDEN, ME 04429			B&W: Pool #1
1	(Service Only) Hewlett Packard HP M551N PRINTER C Asset Tag: IIK87 SN: CNBCCB30D3	590 MAIN RD			B&W: MPS Flat Rate Pool #1
1	(Service Only) Hewlett Packard HP LJ PRO 400 M402N Asset Tag: JJT02 SN: VNG3402345	590 MAIN RD			B&W: MPS Flat Rate Pool #1
1	(Service Only) Hewlett Packard HP LASRJET 1320 Asset Tag: IIK66 SN: CNHC63W06R	590 MAIN RD			B&W: MPS Flat Rate Pool #1
1	(Service Only) Hewlett Packard HP LJ PRO 400 M402N Asset Tag: JJT01 SN: VNG3402127	590 MAIN RD			B&W: MPS Flat Rate Pool #1
1	(Service Only) Hewlett Packard HP LASERJET PRO 4001DW MONO PRINTER Asset Tag: SSW76 SN: PHLJP09114	590 MAIN RD			B&W: MPS Flat Rate Pool #1
1	(Service Only) Hewlett Packard HP M601N PRINTER Asset Tag: JJE93 SN: CNDG6H0GQ	202 KIDDER HILL RD			B&W: MPS Flat Rate Pool #1
1	(Service Only) Hewlett Packard HP M401DNE PRINTER Asset Tag: PPG21 SN: PHGFF63781	202 KIDDER HILL RD			B&W: MPS Flat Rate Pool #1
1	(Service Only) Hewlett Packard HP LASERJET PRO 4001N MONO PRINTER Asset Tag: VVC34 SN: PHBDP02617	202 KIDDER HILL RD			B&W: MPS Flat Rate Pool #1
1	(Service Only) Hewlett Packard HP LASERJET PRO 4001N MONO PRINTER Asset Tag: VVC33 SN: PHBDP02615	202 KIDDER HILL RD			B&W: MPS Flat Rate Pool #1
1	(Service Only) Hewlett Packard HP LASERJET PRO 4001N MONO PRINTER Asset Tag: VVC32 SN: PHBDP02607	202 KIDDER HILL RD			B&W: MPS Flat Rate Pool #1

1	(Service Only) Hewlett Packard HP LASERJET PRO 4001N MONO PRINTER Asset Tag: VVC31 SN: PHBDP02624	202 KIDDER HILL RD			B&W: MPS Flat Rate Pool #1
1	(Service Only) Hewlett Packard HP LASERJET PRO 4001N MONO PRINTER Asset Tag: VVC30 SN: PHBDP02623	202 KIDDER HILL RD			B&W: MPS Flat Rate Pool #1
1	(Service Only) Hewlett Packard HP LASERJET PRO 4001N MONO PRINTER Asset Tag: VVC29 SN: PHBDP02622	202 KIDDER HILL RD			B&W: MPS Flat Rate Pool #1
1	(Service Only) Hewlett Packard HP M551N PRINTER C Asset Tag: IIK88 SN: CNBCCB30N5	440 MAIN RD			B&W: MPS Flat Rate Pool #1
1	(Service Only) Hewlett Packard HP LASERJET PRO 4001DW MONO PRINTER Asset Tag: SSW77 SN: PHLJP09102	440 MAIN RD			B&W: MPS Flat Rate Pool #1
1	(Service Only) Xerox XEROX VERSALINK C400DN COLOR PRINTER Asset Tag: TTG49 SN: 7HB782408	202 KIDDER HILL RD			Color: MPS Flat Rate Pool #1
1	(Service Only) Xerox XEROX VERSALINK C405DN COLOR MFP PRINTER Asset Tag: TTG51 SN: 4HX960285	202 KIDDER HILL RD			Color: MPS Flat Rate Pool #1
1	(Service Only) Xerox XEROX VERSALINK C400DN COLOR PRINTER Asset Tag: TTG48 SN: 7HB783254	202 KIDDER HILL RD			Color: MPS Flat Rate Pool #1
1	(Service Only) Hewlett Packard HP M251 NW Asset Tag: JJJ50 SN: CND1H27676	202 KIDDER HILL RD			B&W: MPS Flat Rate Pool #1
1	(Service Only) Hewlett Packard HP LJ PRO 400 M402N Asset Tag: IIL79 SN: VNBEK11681	202 KIDDER HILL RD			B&W: MPS Flat Rate Pool #1
1	(Service Only) Hewlett Packard HP P2055 PRINTER B Asset Tag: IIK57 SN: CNB9P54487	202 KIDDER HILL RD			B&W: MPS Flat Rate Pool #1
1	(Service Only) Hewlett Packard HP LASERJET 1320 Asset Tag: IIK56 SN: CNHC63W013	202 KIDDER HILL RD			B&W: MPS Flat Rate Pool #1
1	(Service Only) Hewlett Packard HP LASERJET 1320 Asset Tag: IIK55 SN: CNHC663W06V	202 KIDDER HILL RD			B&W: MPS Flat Rate Pool #1
1	(Service Only) Hewlett Packard HP LASERJET 1320 Asset Tag: IIK61 SN: CNHC63P043	202 KIDDER HILL RD			B&W: MPS Flat Rate Pool #1
1	(Service Only) Hewlett Packard HP LASERJET 1320 Asset Tag: IIK62 SN: CNRC67VGPN	202 KIDDER HILL RD			B&W: MPS Flat Rate Pool #1
1	(Service Only) Hewlett Packard HP LASERJET 1518C Asset Tag: IIL13 SN: CNB0601262	202 KIDDER HILL RD			B&W: MPS Flat Rate Pool #1
1	(Service Only) Hewlett Packard HP LASETJET 2420 Asset Tag: IIK49 SN: CNGKJ74592	202 KIDDER HILL RD			B&W: MPS Flat Rate Pool #1
1	(Service Only) Hewlett Packard HP LJ PRO M402dw Asset Tag: NNC06 SN: PHBVC09549	202 KIDDER HILL RD			B&W: MPS Flat Rate Pool #1
1	(Service Only) Hewlett Packard HP LJ PRO M404DW MONO PRINTER Asset Tag: SSW73 SN: PHBGK01290	202 KIDDER HILL RD			B&W: MPS Flat Rate Pool #1
1	(Service Only) Hewlett Packard HP LJ PRO M404DW MONO PRINTER Asset Tag: SSX97 SN: PHDGG09656	202 KIDDER HILL RD			B&W: MPS Flat Rate Pool #1
1	(Service Only) Hewlett Packard HP LJ PRO M404DW MONO PRINTER Asset Tag: SSX98 SN: PHDGG09659	202 KIDDER HILL RD			B&W: MPS Flat Rate Pool #1

1	(Service Only) Hewlett Packard HP LASERJET PRO 4001DW MONO PRINTER Asset Tag: SSW74 SN: PHLJP09105	202 KIDDER HILL RD			B&W: MPS Flat Rate Pool #1
1	(Service Only) Hewlett Packard HP LASERJET PRO 4001DW MONO PRINTER Asset Tag: SSW75 SN: PHLJP09082	202 KIDDER HILL RD			B&W: MPS Flat Rate Pool #1
METER POOL INFORMATION					
Name	Allowance	Excess Rate		Excess Frequency	
B&W: MPS Flat Rate Pool #1	Unlimited	Unlimited		Annual	
B&W: Pool #1	125,000	\$0.00400		Annual	
Color: MPS Flat Rate Pool #1	Unlimited	Unlimited		Annual	
Color: Pool #1	1,166	\$0.04000		Annual	

SOFTWARE / IT		
Quantity	Description	Location

CUSTOMER ACCEPTANCE

This Schedule "A" is hereby verified as correct by the undersigned Customer, who acknowledges receipt of a copy.

MSAD 63 SUPERINTENDENT OF SCHOOLS

X

SIGNATURE

/

PRINT NAME / TITLE

DATED

RSU 63
SCHOOL BOARD MEETING SCHEDULE
2025-2026

<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
Monday, July 28, 2025 (if needed)	6:30pm	Eddington Elementary School
Monday, August 25, 2025	6:30pm	Holbrook Middle School
Monday, September 22, 2025	6:30pm	Holden Elementary School
Monday, October 27, 2025	6:30pm	Eddington Elementary School
Monday, November 24, 2025	6:30pm	Holbrook Middle School
Monday, December 22, 2025 (if needed)	6:30pm	Holden Elementary School
Monday, January 26, 2026	6:30pm	Eddington Elementary School
Monday, February 23, 2026	6:30pm	Holbrook Middle School
Monday, March 23, 2026	6:30pm	Holden Elementary School
Monday, April 27, 2026	6:30pm	Eddington Elementary School
Monday, May 18, 2026	6:00pm 7:00pm	Holbrook Middle School (Board) Holbrook (District Budget)
Monday, June 22, 2026	6:30pm	Holden Elementary School

Approved:

2024-2025 Board Committee/Assignments

Chair: Linda Graban

***Must be elected**

Vice Chair: Cherie Faulkner

***Must be elected**

Budget and Finance Committee:

***Must be elected**

1. Cherie Faulkner – Chair
2. Derrick Robertson
3. Brittany Wood

Warrant Officers:

***Must be elected**

1. Cherie Faulkner
2. Derrick Roberson

Curriculum Committee

1. Cherie Faulkner
2. Heather Grass
3. Amy Hart

Policy Committee:

1. Heather Lander
2. Heather Grass
3. Rachel Downs

School Consolidation Committee:

1. Heather Grass - Chair
2. Derrick Robertson
3. Linda Graban

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

1. Cherie Faulkner
- Alternate:** Linda Graban

United Technology Center (UTC) Board Member: (represents RSU 63, Dedham, Orrington, & Airline)

1. David McCluskey

Board Representative to Student Wellness Committee: Heather Lander

Brewer High School Liaison: Derek Robertson

John Bapst Memorial High School Liaison: Heather Grass

Hampden Academy Liaison: Amy Hart

Bangor High School Liaison: Linda Graban

2025-2026 Board Committee/Assignments

Chair: _____

***Must be elected**

Vice Chair: _____

***Must be elected**

Budget and Finance Committee:

***Must be elected**

1. _____
2. _____
3. _____

Warrant Officers:

***Must be elected**

1. _____
2. _____

Curriculum Committee

1. _____
2. _____
3. _____

Policy Committee:

1. _____
2. _____
3. _____

School Consolidation Committee:

1. _____
2. _____
3. _____

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

1. _____

Alternate: _____

United Technology Center (UTC) Board Member: (represents RSU 63, Dedham, Orrington, & Airline)

1. David McCluskey

Board Representative to Student Wellness Committee: _____

Brewer High School Liaison: _____

John Bapst Memorial High School Liaison: _____

Hampden Academy Liaison: _____

Bangor High School Liaison: _____



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.

Approved 1/24/2022

School Board Orientation/ Professional Development Timeline

Mid-June Members:

- RSU Board member orientation materials
- Board binder forms
- Board Norms
- Committee information (including time commitment)
- Board evaluation form
- Candidate letter
- School Law Advisory "Robert's Rules simplified: Really!"
- School Law Advisory "Ten ways that superintendents and school boards can undermine each other"
- School Law Advisory "Maine school boards are unique: Understanding that uniqueness is important"
- DrummondWoodsum "Avoiding the Shoals: School Boards as Employers".

Late June:

Board workshop prior to Board meeting (same night) to discuss the overall results and possible goals for the upcoming year, tied to the Board evaluation standards.

July All Members – Board Workshop:

- Presentation (or video) from outside organization (ie. Maine School Board Association (MSBA), Brann & Isaacson, DrummondWoodsum, other sources)
- Roles and responsibilities
- Placing business on the agenda - request to Board Chair, Superintendent, or make a motion at a board meeting
- Agenda questions - no surprises, direct questions to Chair or Superintendent
- Review policy BBA – School Board Powers and Responsibilities, policy BBAA – Board Member Authority and Responsibilities, policy BBCB – Use of Social Media – Networking by School Board Members, policy BCA – Board of Directors Code of Ethics, policy BHC – Board Communications and Relationships with Staff, policy BJA – School Board Use of Electronic Mail

August:

Board workshop (brief 30 minutes) prior to the Board meeting (same night) to review - Policy BCA – Board of Directors Code of Ethics, Policy BEDH -Public Participation at Meetings, Policy KE – Public Concerns and Complaints, and Board Norms



Regional School Unit 63

Clifton, Eddington, and Holden

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September:

- Review Policy GCBI – Annual Evaluation of the Superintendent. Review and answer questions. (During Board Meeting)
- Board Workshop (approx. 2 hours – not the same day as the Board Meeting) to review the RSU 63 Mission, Vision & Goals of the District (policy BA – Operational Goals & policy AD – Educational Philosophy), and strategic plan (read ahead of time), set 1-3 Board goals for the year

October:

MSBA Delegate Assembly and MSMA Conference

January:

Board workshop (brief 30 minutes) prior to the Board meeting (same night) to conduct mid-year review of progress toward goals and adherence to Code of Ethics

May:

Individual Board members conduct Standards of Leadership Board Evaluation and submit the results to the Board Chair for compilation.

PUBLIC PARTICIPATION PROCEDURES

School board meetings are held in public for the purpose of conducting board business. They are not public meetings. However, comments and concerns related to education are welcome within the guidelines set forth in Policy BEDH Public Participation at Meetings. The Board Chair will provide one opportunity for public comment on the agenda. Rules for speaking within "Questions and Comments from the Public" are as follows:

- *Citizens and employees of the school unit are welcome to participate as provided in this policy. Others may be recognized to speak at the Chair's discretion. Individual employees and/or employee groups will not be permitted to discuss matters for which complaint or grievance procedures are provided.*
- *During the time set aside for public participation, the Chair will be responsible for recognizing all speakers, who must identify themselves by name and their community of residence when they begin speaking.*
- *Speakers should limit their comments to three (3) minutes speaking time.*
- *Speakers will not participate in gossip, make defamatory comments, or use abusive or vulgar language.*
- *Speakers should limit their comments to items that directly relate to the District.*
- *The Board Chairperson will maintain the prerogative to discontinue any presentation that violates any of the public participation guidelines.*
- *If several people wish to speak on the same topic, the Board Chairperson may request that a single spokesperson be selected by groups or organizations speak to the Board on the topic to avoid repetitious information. All speakers are to address the Chair and direct questions or comments to particular Board members or the Superintendent only with approval of the Chair. Requests for information or concerns that require further research may be referred to the Superintendent to be addressed at a later time.*
- *With the approval of the Board Chairperson, questions or comments may be directed to specific Board members or officers of the district. Board members and the Superintendent may have the privilege of asking questions of any person who addresses the Board.*
- *In order to avoid contention and personal arguments between the Board, or individual members of the Board, with members of the public, challenges by members of the public regarding decisions or actions taken by the Board on any particular issue will not be debated in public. If the Board Chairperson chooses, he/she may state that the item will be taken under consideration to allow Board members to think further on the issue. Members of the Board and the Superintendent may ask questions of any person who addresses the Board but are expected to refrain from arguing or debating issues. Questions must be addressed through the Chair.*
- *Unless an item is posted on the agenda, discussion and action may be inappropriate. No complaints or allegations will be allowed at Board meetings concerning any person employed by the school system or against particular students. Personal matters or complaints concerning student or staff issues will not be considered in a public meeting but will be referred through established policies and procedures.*
- *If a personnel issue is not satisfactorily resolved by the Superintendent, the complaint can be filed in writing by the party or parties in question and sent to the attention of the Board Chairperson where it may be scheduled for discussion within an executive session.*

WELCOME TO THE MEETING OF THE RSU #63 SCHOOL BOARD OF DIRECTORS



202 KIDDER HILL
ROAD
HOLDEN, ME 04429
(207) 843-7851
WWW.RSU63.ORG

COMMITTEE MEMBERS

*Town of Clifton: Linda Graban,
Town of Eddington: Heather Grass; Brittany Wood; and Rachel Downs
Town of Holden: Cherie Faulkner; Scott Walton; Heather Lander; and
Amy Hart*

ADMINISTRATORS

*Jared Fulgoni, RSU #63 Superintendent of Schools
Kelly Theriault, RSU #63 Business Manager
_____, RSU #63 Special Services Director
_____, Holbrook Middle School Principal
_____, Holden and Eddington Elementary Schools Principal
_____, Holden and Eddington Elementary Schools Assistant Principal
_____, Director of Curriculum and Instruction
George Cummings, RSU #63 Technology Coordinator
Ryan Porter, RSU #63 Facilities and Maintenance Manager
Zachary Chenier, RSU #63 Transportation Manager*

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.

WELCOME

The RSU #63 Board of Directors welcomes you. The Board appreciates visitors from the public and trusts that your attendance will be helpful. It is very important for interested persons to know about the workings of our school district and for us to be aware of what you feel is important to RSU #63's students. In that spirit, you are invited to participate in the meeting in accordance with the RSU #63 policy and rules.

NONDISCRIMINATION POLICY

It is the policy of RSU #63 not to discriminate in educational programs, activities or employment practices on the basis of race, color, sex, sexual orientation, gender identity, religion, ancestry, national origin, age, disability, or genetic information.

SCHOOL COMMITTEE DUTIES AND RESPONSIBILITIES

School Board responsibilities all derive from state law and regulations.

- First and foremost, we are responsible for setting the over-all policies for our schools. These policies range from curriculum standards and assessment requirements to codes of conduct for students and staff. Increasingly the policies we adopt are dictated by state and federal mandates, so we must also attempt to understand these and respond to them in the way we deem best for our students.*
- We are responsible for preparing and advocating for an annual budget for the schools.*
- We are responsible for hiring a Superintendent and responding to recommendations for hiring other staff.*
- We are responsible for negotiating employment contracts with our teachers and other staff.*
- We are responsible for providing, improving, and maintaining our schools.*
- We are responsible for dealing with serious disciplinary matters, including possibly expelling and re-admitting students to school.*

Board members have authority only when acting as a Board legally in session. The Board is not be bound in any way by an action or statement of an individual member except when such statement or action is in pursuance of specific instructions from the Board.

In sum, we are elected to see that our schools provide each and every student with the best possible educational opportunity, knowing that a well-educated population is essential for our towns and country.

SUPERINTENDENT DUTIES AND RESPONSIBILITIES

The position of the Superintendent of Schools is created by state law to provide each school board with the benefit of advice from a professional educator. The state statutes and rules give the Superintendent the necessary authority to carry out the responsibilities assigned to them in relation to the role assigned to school boards. Responsibilities include, but are not limited to:

- Hiring Staff*
- Recommending and Implementing Policy*
- Proposing and Administering Budget*
- Basing Actions on Policy and Law*

COMPLAINT PROCEDURES

All parents, students, or other citizens initiating complaints or concerns regarding any aspect of RSU #63 or employee is encouraged to seek a resolution at the lowest possible level (eg. the Teacher). If the grievance remains unresolved, a citizen may appeal to the Principal and eventually the Superintendent, if necessary.

BOARD MEETINGS

RSU #63 School Board generally meet at 6:30pm on the fourth Monday of each month on a rotating school building schedule (Holbrook, Holden, Eddington). Agendas are prepared by the Superintendent and Board Chair. These are published forty-eight hours in advance of each meeting and are available on the web at www.rsu63.org, the Superintendent's Office, and the Clifton, Eddington, and Holden Town Offices.

STANDARD AGENDA

Call to order	Budget and Finance
Flag Salute/Moment of Silence	Superintendent's Report
Approv. of Previous Meetings' Min.	Acceptance of Reports
Recognition and/or Awards	Old Business
Acceptance of Gifts/Donations	New Business
Presentation	Personnel
Questions/Comments from Public	Executive Sessions (if any)
Dates of Next Meetings	Adjournment

EXECUTIVE SESSION

In accordance with the Freedom of Access ("Right to Know") law, school board meetings are held in public. The Board may go into executive session, upon a vote of 3/5 of the members present and voting, for consideration of certain matters specified in law (eg.: personnel, student suspension/expulsion, contract to be negotiated, collective bargaining, legal advice or pending litigation). No final action may be taken in executive session.



Regional School Unit 63 Clifton, Eddington, and Holden

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RSU 63 Board of Directors Standards of Leadership Annual Evaluation ***Adapted from RSU 21 Board Evaluation*

These standards are rated using the following scale:

4 – Exemplary

Rating is reserved for performance that significantly exceeds proficiency and could serve as a model for leader's district-wide or even statewide. Few boards are expected to demonstrate Exemplary performance on more than a small number of targets.

3 – Proficient

Rating represents fully satisfactory performance. It is the rigorous standard expected for most experienced boards and the goal for new boards performing at the basic level. Proficient boards demonstrate acceptable leadership practice and meet or make progress on all outcome targets.

2 – Basic

Rating mean that performance is meeting proficiency in some components but not others. Improvement is necessary and expected.

1 – Does Not Meet

Rating indicates performance that is unacceptably low on one or more standards and makes little or no progress. Ratings of ineffective are always cause for concern.

Standard 1: Vision, Leadership, and Accountability

Descriptor: The RSU 63 Board of Directors commits to a vision of high student achievement and effective instruction, specifies clear goals to realize that vision, demands accountability for results, and supports continuous improvement of the district.

Possible Data Sources:

- Alignment with district vision and mission statement
- Adherence to Standards of Ethics
- Established goals
- Board agendas
- Board presentations
- Board retreats
- Board communications
- Annual Evaluation of the Superintendent
- Board self-evaluation

Rating for Standard 1: Vision, Leadership, and Accountability

	4 Exemplary	3 Proficient	2 Basic	1 Does Not Meet
The board develops a shared mission and vision that reflects student achievement and community priorities, and communicates it to the community.				
The board develops annual district goals in alignment with the district vision and mission and adopts a strategic plan developed by the superintendent to meet those goals. Goals are communicated to the community.				
The board regularly monitors progress on district goals, effective instruction, and student achievement with data-based information.				
The board keeps informed about what children are learning through reports on scholastic achievement, vocational programs, and the impact of extra-curricular activities.				
The board annually evaluates the job performance of the superintendent and monitors the progress made on the superintendent's goals.				
The board conducts a self-evaluation to monitor its own performance and participates in professional development, including board training and seminars.				

Comments:

Standards 2: Board Governance and Policy

Descriptor: The RSU 63 Board of Directors works effectively as a team and collaborates with the superintendent, exhibits a shared understanding of board and superintendent roles, maintains a set of board operating procedures, and leads/governs the district through policy.

Possible Data Sources:

- Date and agenda of annual orientation
- Policy review and updates
- Board policy manual
- Board orientation materials
- Attendance and state-mandated trainings

Rating for Standard 2: Board Governance & Policy

	4 Exemplary	3 Proficient	2 Basic	1 Does Not Meet
The board and superintendent participate in an annual workshop to build team relationships, review roles, responsibilities, and board operations, and orient new board members.				
The board has a procedure in place for regularly reviewing existing policies and developing new ones.				
The board closely adheres to its own procedures, protocols, and policies for effective board operations.				
The board clearly understands its governance role and responsibilities, adheres to open meeting laws, and delegates district operation responsibilities to the superintendent.				
Board members publicly support the decision of the majority and speak with a unified voice.				
Board leadership acts mentor to new members to help them learn the ropes and provides new members with a detailed explanation of the board's mission.				

Comments:

Standards 3: Communication and Community Relations

Descriptor: The RSU 63 Board of Directors effectively communicates with the superintendent and the local community, represents community interests and values, and ensures district information and decisions are communicated to the community.

Possible Data Sources:

- Communicates policies and procedures
- Schedules or invitations to community forums
- Reports or presentations on programs that demonstrate community partnerships
- Legislative meetings, letters, or advocacy efforts
- Newsletters and websites
- Survey results

Rating for Standard 3: Communication and Community Relations

	4 Exemplary	3 Proficient	2 Basic	1 Does Not Meet
The board develops a collaborative relationship with the superintendent, keeping cooperation and respectful discussions at the center of its deliberations.				
The board establishes effective communication with parents, students, staff, and community members while respecting the chain of command and lines of responsibility.				
The board works with the superintendent to gain input from the community using forums, surveys, and other vehicles, following agreed-upon procedures.				
The board actively promotes support for the district through its vision and promoting educational opportunities for all students.				
The board is an advocate for the district's interests with legislators and other elected officials.				

Comments:

Standards 4: Fiscal Resources, Staff Recruitment, and Environment

Descriptor: The RSU 63 Board of Directors oversees the fiscal conditions of the district, aligns resources to meet district goals, ensures appropriate policies for staff recruitment and retention, supports district wide learning and promotes conditions for health and safety.

Possible Data Sources:

- Process for budget development and adoption
- Communication materials, website, newsletters
- Facilities plan and schedule for updates
- Audit report
- Policy on recruitment and hiring
- Professional development plans

Rating for Standard 4: Fiscal Resources, Staff Recruitment, and Environment

	4 Exemplary	3 Proficient	2 Basic	1 Does Not Meet
The board adopts an annual budget that adheres to the provisions of the law and allocates resources based upon the district's vision, goals, and priorities for student achievement.				
The board keeps the community informed about the financial needs of the district, seeks cost savings and operational efficiencies, and invites community input.				
The board monitors facilities plan that meets student and staff health and safety regulations and guidelines.				
The board ensures that the audit committee functions in accordance with regulatory requirements, reviews internal audit finding, and responds appropriately.				
The board supports the recruitment of highly effective teachers, administration, and staff and provides professional development and support.				

Comments:

Standards 5: Ethical Leadership

Descriptor: The RSU 63 Board of Directors promotes the success of ALL students and staff, and conducts district business in a fair, respectful, and responsible manner.

Possible Data Sources:

- Articulation or publication of plans and programs for student success
- Code of Ethics Policy
- Standards of Ethics

Rating for Standard 5: Ethical Leadership

	4 Exemplary	3 Proficient	2 Basic	1 Does Not Meet
Board members are able to speak their minds without fear of being ostracized.				
Board handles conflict openly and constructively.				
Board members actively promote the belief in the success of all students in the district.				
Board members act as conscientious role models and exhibit professionalism.				
Board members exercise authority only as a board of the whole and recognize that no individual board member has authority to take individual action on behalf of the board.				
Board members avoid conflicts of interest and appropriately disclose if one arises.				
Board has adopted and annually reaffirms its code of ethics.				

Comments:

**RSU 63 Board of Directors
Annual Evaluation Rating Form**

Board Member: _____

Date: _____

Standards	Summative Score			
	4	3	2	1
Standard 2: Board Governance and Policy	4	3	2	1
Standard 3: Communications and Community Relations	4	3	2	1
Standard 4: Fiscal Resources, Staff Recruitment, and Environment	4	3	2	1
Standard 5: Ethical Leadership	4	3	2	1
Attainment of Goal(s)	4	3	2	1
ANNUAL EVALUATION SCORE	4	3	2	1

Possible Future Goal Areas:

MINUTES

BANGOR SCHOOL COMMITTEE REGULAR MEETING 7:00 p.m., Wednesday, May 28, 2025

School Committee Members Present: Chair Sara Luciano, Vice Chair Tim Surette, Katie Brydon, Marwa Hassanien, Ben Sprague. Members Shelly Okere and Imke Schessler-Jandreau were excused.

- A. 1. & 2. The meeting was called to order at 7:00 p.m. by Chair Sara Luciano and the pledge of allegiance followed.
- B. Adjustments to the Agenda:
No Adjustments to the Agenda
- C. Public Comments:
No Public Comments
- D. 1. a. Recommendation to approve the first reading of the revised FY26 budget.
Motion: Hassnien Second: Surette Vote: 3-2
- D. 2. a. Superintendent Robinson provided a district update to the committee.
- b. Superintendent Robinson provided an update on UTC enrollment.
- c. Superintendent Robinson reported the following resignations for the school year 2025-2026.
Lily Leavitt Occupational Therapist Downeast School
- d. Superintendent Robinson reported the following teacher reassignments for the School Year 2025-2026:
Meagan Bridges from Grade 6 teacher at James F. Doughty School to Grade 8 ELA teacher at James F. Doughty School.
- E. 1. a. 1. Recommendation to approve the Minutes of the May 13, 2025 Regular School Committee Meeting.
Motion: Surette Second: Brydon Vote: 5-0
- b. 1. Recommendation to approve the amended February 2025 Financial Report.
Motion: Hassanien Second: Surette Vote: 5-0
2. Recommendation to approve the March 2025 Financial Report.
Motion: Brydon Second: Hassanien Vote: 5-0
3. Recommendation to approve the May Bids and Quotations Report.
Motion: Hassanien Second: Brydon Vote: 5-0

4. Recommendation to approve the repurposing of \$350,000 to another capital project funded through the City of Bangor reducing the need to have a project financed through bonds.

Motion: Hassanien Second: Surrette Vote: 5-0

- c. 1. a. Recommendation to approve the following teacher nominations for the 2025-2026 school year, with a one-year probationary contract:

Mya Middleton	PreK Teacher	14 th Street School
Garrett Johnson	Phys Ed Teacher	Fruit Street School

Motion: Hassanien Second: Surrette Vote: 5-0

2. Recommendation to approve the following extra-duty assignments for school year 2024-2025 as listed:

Lindy Bezgumbluk	Asst. Coach V. Softball	Bangor High School
Reid Higgs	Asst. Coach Boys Lacross	Bangor High School

Motion: Brydon Second: Surrette Vote: 5-0

- d. Recommendation to approve second reading of revised policies:

1. Revised Policy GCEA – Substitute Compensation Guide

Motion: Hassanien Second: Surrette Vote: 5-0

- e. Recommendation to approve the following donations:

To James F. Doughty School from Mary Wright, a cash donation to support the library, having a total dollar value of \$300.

Motion: Sprague Second: Brydon Vote: 5-0

- E. 2. a. Recommendation to approve the first reading of the following new and revised policies:

1. Revised Policy GDB-5 – Lunch Aide Compensation Guide
2. Revised Policy GDB-6 – Executive Office Compensation Guide
3. Revised Policy GDB-7 – Support Staff Compensation Guide
4. Revised Policy GDB-8 – Adult and Community Education Compensation Guide
5. Revised Policy GDB-10 – Educational Technology Staff Compensation Guide

Motion: Brydon Second: Surrette Vote: 5-0

- F. 3. Member Crespo updated on Senior activities. Member Brozman announced that yearbooks are now available and congratulated the boys tennis for making the playoffs.

- H. Member Hassanien gave congratulations to the Bangor High Senior class and wished them well.

- I. 1. Important dates were reviewed by Chair Sara Luciano.
 - J. Recommended to adjourn the meeting at 7:33 p.m.
- Motion: Surrette Second: Brydon Vote: 5-0

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Marie Robinson". The signature is fluid and cursive, with a small dot at the end.

Marie Robinson, Ph.D.
Superintendent of Schools

BREWER SCHOOL COMMITTEE MINUTES

Monday, May 5, 2025

6:00 PM

Brewer High School Lecture Hall

Committee members present: Mr. Farley-Chair, Ms. Dunn-Vice Chair, Mr. Forrest, Mr. Cross, Ms. Largay, and Mr. Day and Ms. Bryant-Student Representatives

A. Mr. Farley called the meeting to order at 6:00PM

B. Followed by the Pledge of Allegiance

C. Adjustments to Agenda

Mr. Forrest moved to approved the adjustment to the agenda of reversing items D & E to allow public comment to follow budget review; Ms. Dunn seconded the motion; 5 in the affirmative and 2 student representatives in favor.

Mr. Cross moved to approved the adjustment to the agenda of item 2 Budget Review be item #3 and #2 to be presentation of E-Sports State Champions; Ms. Dunn seconded the motion; 5 in the affirmative and 2 student representatives in favor.

D. Presentation

1. Mr. Farley called for a moment of silence and condolences for Paul Soucy who passed away on April 26, 2025
[Obituary link](#)
2. Mr. Slowikowsil presented plaques to Coach Dean and participants to the Brewer High School MPA E-Sports State Champions in Mario Kart
3. Ms. Gardner and Mr. Palmer presented a Budget FY26 review

E. Public Comment

Joanne Adair, teacher/parent/resident - concerns about limiting content areas, keeping the kids we have

Sarah Cousins, parent - concerns of PE/ET

Deedra Dapice, teacher/resident/parent of former graduates - read a letter from her son

Ashley Dyer, parent, concerns of PE

Janessa Trebouet, teacher/BEA co-president read a letter from Cara Coffey-Roope, teacher/BEA co-president - concerns with budget

Adam Knowles, resident - concerns of budget, PE/ET

CB (student, SC student rep) - concerns of PE ET pay

Beth Runnells, resident/parent - concerns with chorus-music programs

Jason Clay, parent/resident/business owner - understands the budget process/difficult decisions and thanked the committee for their hard work

F. Minutes

Mr. Farley, without objection and by unanimous consent, proposed the minutes of the regular meeting of April 7, 2025 and the virtual special meeting minutes of April 24, 2025, be approved.

G. Reports

1. United Technologies Center (UTC)

Mr. Cross reported on the May 1st meeting (National Technical Honor Society 2025 15, BHS student inducted)

2. Trustees

Ms. Dunn reported on discussion of the April 29th meeting

3. Student Representatives

Jackson Day & Carmen Bryant reported school extracurricular activities of Key Club, Best Buddies, Student Council, Se Beowulf and Brewer Youth Theater

4. Administration

- a. Superintendent of Schools - Mr. Palmer reported:
 - i. Opening remarks
 - ii. Staff resignations-appointments-transfers
 - 1. Reporting staff resignation of:
 - a. Tracey Field, BCS Food Service Assistant effective April 18, 2025
 - b. Nancy Pardun, BCS Noon Time Aide effective June 13, 2025 for the purpose of (2nd) retirement.
 - 2. Reporting staff appointments:
 - a. Carolyn Jenkins and Elisabeth Landry, ESY ET I summer 2025
 - 3. Reporting staff transfers 2025-2026 of:
 - a. Traci Low to Kindergarten from Grade 3
 - b. Lisa Jordan to Kindergarten from Grade 1
 - c. Jenny Becker to 3rd Grade from Grade 2
 - d. Taylor Howe to Early Childhood SpEd (3-4 yr. old program) from the grades 3-4 SpEd SEL program
 - e. Danielle McDonough to Grade 8 Science Teacher from Grade 6
 - 4. Athletic appointments 2025-2026
 - a. Ben Poland, Varsity Boys Soccer Head Coach
 - b. Phil Turmelle, Varsity Girls Soccer Head Coach
 - c. Kristy Albee, Cross Country Head Coach
 - d. Jamie Emerson, Varsity Field Hockey Head Coach
 - e. Fred Lower, Varsity Football Head Coach
 - f. Rich Nutter, Varsity Volleyball Head Coach
 - g. Meghan MacDonald, Penobscot Pioneer Girls Ice Hockey Head Coach
 - iii. Non-Monetary Donation:
 - a. From Home Depot, Bangor to BHS Best Buddies gardening supplies (potting soil, seed starting kits, vegetable seeds, and jiffy pots estimated value \$100)
 - b. From John Cobb of Brewer to BHS Music Dept a trumpet (est. value \$150)
- b. Director of Instruction - Ms. Ward-Downer (enclosure)
- c. BHS Principals - Mr. Slowikowski & Mr. Lower (enclosure)
- d. Athletic Director - Mr. Utterback (enclosure)

H. Old Business

- 2. Mr. Forrest moved approve the second reading, adoption of the FY2026 Proposed Budget
Ms. Dunn seconded the motion; 5 in the affirmative and 2 student representatives abstained.

I. New Business

- 1. Mr. Cross moved to accept the donations as read; Ms. Largay seconded the motion; 5 in the affirmative and 2 student representatives in favor.
 - a. \$10.00 from Robert & Tanya Booker of Chester, PA to BSD towards BHS Athletic Banners
 - b. \$200.00 from Christopher Cole of Cape Coral, FL to BSD towards BHS Athletic Banners

- c. \$20.00 from Kathleen Wade of Newport News, VA to BSD towards BHS Athletic Banners
 - d. \$508.00 from Moe's BBQ of Bangor to BHS for Robotics
- 2. Mr. Forrest moved to approve the appointment of Ronda Beck as Brewer High School Math Teacher 2025-2026; Mr. Cross seconded the motion; 5 in the affirmative and 2 student representatives in favor.
- 3. Ms. Dunn moved to approve the Brewer Community School Second Probationary Contract Teachers 2025-2026 as read; Mr. Forrest seconded the motion; 5 in the affirmative and 2 student representatives in favor.
 - a. Brittany Bubar
 - b. Sara Flagg
 - c. Hope Grant
 - d. Reid Higgs
 - e. Glen Holyoke
 - f. Kim Nadeau
 - g. Emily Ross
 - h. Katelyn Warren
- 4. Mr. Forrest moved to approve the Brewer Community School Continuing Contract Teachers 2025-2026 as read; Ms. Dunn seconded the motion; 2 student representatives in favor.
 - a. Grace Brydges
 - b. Cami Carter
 - c. Maeve Maloney

Ms. Dunn moved to approve the Brewer Community School Continuing Contract Teacher 2025-2026 as read; Mr. Cross seconded the motion; 4 in the affirmative, 1 abstained and 2 student representatives in favor.

 - d. Noah Morang
- 5. Ms. Largay moved to approve the Brewer High School Second Probationary Contract Teachers 2025-2026 as read; Mr. Forrest seconded the motion; 2 student representatives in favor.
 - a. Kristen Granke
 - b. Amber Oakes
 - c. Danielle Stuber
- 6. Mr. Forrest moved to approve the Brewer High School Continuing Contract Teachers 2025-2026 as read; Ms. Largay seconded the motion; 2 student representatives in favor.
 - a. Madeline Boyes
 - b. Robin Clukey
 - c. Kurt Forcier
 - d. Rich Kimball
- 7. Administrative Contracts 2025-2026
 - a. Mr. Cross moved to approve the Brewer High School Building Based Administrative Contracts 2025-2026 as read; Mr. Forrest seconded the motion; 5 in the affirmative and 2 student representatives in favor.
 - Brent Slowikowski, 9-12 Principal
 - Fred Lower, 9-12 Assistant Principal
 - b. Ms. Dunn moved to approved the Brewer Community School Building Based

Administrators Contracts 2025-2026 as read; Mr. Cross seconded the motion; 2 student representatives in favor;

Allison Kahkonen, PreK-4 Principal

Jason Richards, 5-8 Principal

Samantha Pangburn, BCS Assistant Principal

- c. Mr. Forrest moved to approve the Central Office Based Administrators Contracts 2025-2026 as read; Ms. Dunn seconded the motion; 2 student representatives in favor.

Gretchen Gardner, Director of Business & Finance

Renita Ward-Downer, Director of Instruction (Learning & Technology)

Angela Moore, Director of Special Education

- d. Ms. Dunn moved to approve the Brewer School Department Based Administrators Contracts 2025-2026 as read; Mr. Forrest seconded the motion; 2 student representatives in favor.

Dr. Alison Glanville, Director of Psychological Services

Pam McGinn, Assistant Special Education Director

David Utterback, Athletic Director

J. Future Meetings

Regular Meeting, Monday, June 2, 2025, 6:00 PM, Brewer High School Lecture Hall

K. Public Comment

Adam Knowles, resident/parent,

L. Adjournment

Mr. Forrest moved to adjourn the meeting at 7:39PM; Ms. Dunn seconded the motion; 4 in the affirmative; 1 abstained and 2 student representatives in favor.

Respectfully submitted,



Gregg Palmer
Secretary

Approved: June 2, 2025

Board of Trustees

Tuesday, April 15, 2025

Meeting Minutes

Present: Dan LaMontagne, Rich Crowe, Kim Meagher Shelley, Paul Messer, Matt Skaves, James Strout, Karl Ward

Also Present: Heather Grass, Michael Randall, Bill Meier, Jason O'Reilly

Not Present: Megan Goggins Sanders, Hans Peterson, Tony Pellegrini

CALL TO ORDER

Board Chair Dan LaMontagne called the meeting to order at 7:02 a.m.

Motion: *To approve the February 25th, 2025 minutes as presented.*

Approved without opposition.

Chair Report

Dan thanked the Board for their flexibility with our change of venue to Zoom.

DEVELOPMENT

Fundraising

The Annual fund is running \$14,000 behind last year, through the end of March. Current fundraising sits at about \$97,000, with a must achieve goal of \$130,000, and a total goal of \$180,000. There will be a Spring Appeal similar to the Fall 2024 appeal. Most Board members have already donated, and Paul will follow up with any that are still outstanding. As always, 100% giving by board members will be encouraged. There is a JB Giving Day planned for Wednesday May 21st. There will be a number of teasers, emails, social media posts, and some targeted hand written letters to identified donors to generate interest and excitement. There are a number of events planned for the day to encouraging giving from a potential faculty match, a dunk tank, and putting Dan O'Connell on the roof, to name a few. This should all generate plenty of social media energy. The goal for this day is \$75,000.

Communications

The all digital version of the Round Table is nearly ready to be released and is planned to be sent via email and through both the new website and various social medial platforms. The committee will stay close to the feedback on this version, however this format leads to the potential to have more frequent versions with increased variety and timey stories. The committee discussed partnering with Alumni, the English department, and students to support creating additional content.

Events

The annual golf tournament is planned for the 3rd Monday in July (21st). New golfers and sponsors are always welcome. The Penobscot Valley Golf Course has a new owner and we are actively working on confirm the tournament for the same date. There are multiple backup plans if we need to move this event to another location and the

final decision will be made shortly if PVCC is unable to confirm our event. The Summer Alumni Event is will happen on Saturday, August 23rd. The Hall of Fame lunch will be a separated from the Alumni event this year to encourage more attendance and to partner it with the sport that the inductee are being recognized for. The vision is to partner the induction with a school assembly, dinner, and a sporting event.

Other Business

April 9th was the launch of the new JB website. It is streamlined, refreshed, and organized with more current standards and a more robust platform. The focus on students is very apparent and vibrant. Lastly, We have signed a 3 year contract for new software to track fundraising and make that process more efficient.

SCHOOL REPORT

Jason O'Reilly provided an update on events at the school. Recruitment is underway and running similar to last year regarding day admissions. 123 Welcome and 44 deposits paid have been paid, this is similar to prior years. Jason is wrapping up the transfer process. 10 potential transfers are interested in attending John Bapst. On the international side there have been 14 welcome sent out ad 6 deposits have been paid. Addition applications are in the pipeline and will continue to evolve through the spring.

Spring testing is in full swing. There have been a few technical issues, however the plan is the complete approximately 1000 tests over the next month.

Currently Jason is working on hiring a new Chemistry teacher. Planning on Prom, Graduation, and other year end events are well underway.

FINANCE and BUILDING AND GROUNDS

James provided an update on the draft budget. Bill has prepared three budgets A, B, C (A is the most favorable and C being the least favorable). All three budgets have net contribution to net income. All three scenarios contain an approximate 5% increase in compensation for teachers and staff. Pay analysis shows we are competitive when benchmarking against local schools. James and Bill spoke to the flexibility to increase the municipal adjustment (Insured Value Factor) from 5% to up to 10% if there is a need for additional income however, we have set it at 5% strategically to not deter communities from sending students. This can be adjusted in January if needed. Additionally James added that the school has a strong cash and investment position.

Motion: *To approve 5% increase for Staff for the 2025-2026 school year.*

Messer/Shelley

Approved without opposition.

Plan for reconstruction of the retaining wall are making progress and we are currently waiting on an engineer analysis. We will then go out to bid and get the work completed this summer.

We are working to get a floor plan by complete by an architectural firm for 234 French Street. Window Replacement is planned to be spread out over the next several years with additional windows being replaced this summer.

ENDOWMENT

Matt Skaves provided an update on the Endowment. There has been an uptick in volatility lately. Overall portfolio is down 5.2% year to year through April 11th and trailing 1 year basis we are +4.11%.

EXECUTIVE SESSION

At 7:46 a.m. the board moved into executive session.
The executive session ended at 8:00 a.m.

ADJOURNMENT

The meeting adjourned at 8:00 a.m.

NEXT BOARD OF TRUSTEES MEETING

TBD

Respectfully submitted by Paul Messer, Secretary