

RSU #63 Board Meeting  
Date: October 27, 2025  
Location: Eddington Elementary School  
Minutes

RSU 63 Board Member(s) Present:

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

*Town of Clifton:* Linda Graban

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

Board Chair, Scott Walton called the meeting to order at 6:33pm followed by the flag salute and moment of silence.

Executive Session:

Motion by Amy Hart with a second by Rachel Downs to enter executive session for discussion of staff and personnel issues pursuant to 1 M.R.S.A. § 405(6)(A) at 6:35pm.

Discussion: None

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

**Vote: 4 Yes; 4 Opposed**

**Weighted Vote Total Possible Votes: 5,788**

**Calculated Votes: 2,866.5**

**Motion failed by 49.5%**

Motion by Amy Hart with a second by Brittany Wood to recall Cherie Faulkner and elect Linda Graban to Budget and Finance Committee.

Discussion: Rachel Downs and Amy Hart read prepared statements regarding board behavior, ethics, reputation and cited multiple board policies. Scott Walton spoke to the amount of new leadership in the district stating that it is a direct result of the Board.

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

**Vote: 4 Yes; 4 Opposed**

**Weighted Vote Total Possible Votes: 5,788**

**Calculated Votes: 2,866.5**

**Motion failed by 49.5%**

Approval of Minutes

Motion by Amy Hart with a second by Linda Graban to approve the minutes for the September 22, 2025 Board Meeting Minutes with one correction to acceptance of reports (Heather Grass not Heather Lander).

Discussion: None

**Vote: 8 Approved; 0 Opposed; Motion Passed**

Recognition and/or Awards of Students, Staff, and Other:

Scott Walton thanked the PTG for a wonderful Trunk or Treat event. Scott Walton received an email from a parent expressing gratitude to the students at Holbrook for showing kindness toward a fellow student with special needs. Heather Lander thanked Linda Graban for organizing the field trip to the Air National Guard and the Holden 25 Days of Kindness for providing the funding needed for all students to attend Treworgy's Orchard. Rachel Downs recognized Mr. Cabral for getting his students excited about ELA and the parts of speech. Heather Grass recognized Pam Bull for her efforts of helping people get out of their burning apartment building.

Heather Lander asked for clarification of why the board can not recognize students by name. Discussion took place.

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**Acceptance of Gifts and Donations:** Motion by Rachel Downs with a second by Heather Grass to accept the \$10,000 donation from Maine Military Supply for the Holbrook Playground and the \$100 donation from Fitch Property management for 20 tickets to the Holbrook Halloween Dance.

**Discussion:** Rachel Downs asked if the funds were for the swingset, Heather Lander advised it is for the Holbrook playground improvement.

**Vote: 8 Approved; 0 Opposed; Motion Passed**

**Presentation:** None

**Questions and Comments from the Public:** Nathan Dusablon, Holbrook Teacher thanked Linda Graban for organizing the Air National Guard field trip. He also thanked the PTG and parents for their donations to the Holbrook dance. They raised over \$800 for the 8<sup>th</sup> grade end of year activities. Michele Osborne, Holden resident stated she emailed the board and would strongly encourage the board to consider the need for a dedicated principal at Holbrook rather than a teaching principal.

**Dates of Next Committee Meetings:**

**Advisory Committee on Efficiency (ACE):** October 27, 2025 at 5:30pm Eddington Elementary School

**Curriculum Committee:** October 29, 2025 at 2:30pm, Holbrook Middle School – Staff meeting not a Board Committee meeting

**Policy Committee:** November 4, 2025 at 4:00pm, Holbrook Middle School

**Budget and Finance Committee:** November 5, 2025 at 3:45pm, Holbrook Middle School

**Advisory Committee on Efficiency (ACE):** TBD due to parent teacher conferences

**Board Meeting:** November 24, 2025 at 6:30pm, Holbrook Middle School

Motion by Rachel Downs with a second by Linda Graban to make an agenda adjustment to add the ACE Committee request.

**Discussion:** Amy Hart advised the ACE sub-committee on student related costs and programs needs more time and direction.

**Vote: 8 Approved; 0 Opposed; Motion Passed**

**ACE Committee:** The ACE sub-committee on student related costs and programs has a due date of November 24<sup>th</sup> to provide an update to the committee. They are asking for more time and direction from the board as this category is very broad. Linda Graban stated getting the information from the Business Office is time consuming with the multiple sub-committees and the amount of information being requested. Amy Hart stated the sub-committee would like to move the time frame to January. Rachel Downs stated she was not in favor of the change as it could cause a ripple effect. Scott Walton advised the time frame was one part, they also want more direction from the board. Brittany Wood as was the goal of this was, Scott Walton responded, efficiency. Scott Walton also advised this committee and the Transportation sub-committee would need extensions. Heather Lander asked if the Administrators could take some of the work off of the Central Office.

Motion by Linda Graban with a second by Heather Grass to extend the time line to January.

**Discussion:** None

**Vote: 8 Approved; 0 Opposed; Motion Passed**

**Budget and Finance:** No update

**Superintendent's Report:** Nothing to add

**Acceptance of Reports:** Motion by Rachel Downs with a second by Amy Hart to approve the committee, administrator, and superintendent reports.

**Discussion:** Amendment to Stephanie McLeans report to amend the date of October 22 to October 31<sup>st</sup> for Trick or Treat. Linda Graban stated all the Old Business is listed in the Board reports and she does not want to

accept the reports without discussing. Discussion took place on accepting reports meaning accepting all old business listed.

**Vote: 4 Approved; 4 Opposed; Motion Failed and agenda item is tabled.**

**Old Business:**

Holbrook Entrance Reconfiguration Update: Interim Superintendent, Sheila Caldwell reviewed the Gloria MacKenzie Grant funds and budgeted amount for this project and the estimate to complete the project. We do not currently have enough funds. Ms. Caldwell reviewed options for use of the Gloria MacKenzie Grant funds. Discussion took place on options, proposals, and floor plans.

Motion by Brittany Wood with a second by Linda Graban to table the Holbrook Entrance Reconfiguration.  
Discussion: None

**Vote: 8 Approved; 0 Opposed; Motion Passed**

Motion by Brittany Wood with a second by Linda Graban to form a sub-committee to explore the Holbrook entrance reconfiguration.

Discussion: None

**Vote: 8 Approved; 0 Opposed; Motion Passed**

Volunteers for the Holbrook Entrance Reconfiguration Sub-Committee: Linda Graban, Rachel Downs, and Brittany Wood. Nathan Dusablon asked the board to please include staff in this committee.

Holbrook Playground Update: Heather Lander advised Ryan Porter, RSU 63 Facilities and Maintenance Manager removed the old swingset as it was condemned after inspection. Install of a new one is holding up the process due to cost. Donations are still be sought, but this phase may not be completed until Spring.

Request for an additional \$2,500 for ACE Committee for the purpose of school blueprints: Scott Walton advised the ACE Committee Chair, Chip Haskell works for Haley Ward and they can complete the blue prints for all three buildings by the end of the year. Linda Graban stated the original vote of \$5,000 was for floor plans and questioned if there was a difference between blue prints and floor plans. Rachel Downs asked if these would be digital or paper or both. Chip Haskell explained blue prints and floor plans are the same and they would be both digital and paper. Heather Lander asked where the \$5,000 went and where the cut off was. She reminded the Board the original \$5,000 approved was not budgeted and now they are being asked for another \$2,500. She wanted to know where is the money coming from. Scott Walton stated this was the final ask. Cherie Faulkner asked if the \$7,500 was just for blue prints. It was confirmed, no more than \$7,500 for blue prints. Linda Graban asked if they obtained the blue prints from Carpenter Associates because we have not had any changes to our schools since 2019. Chip Haskell stated they do not appear to be accurate but worked for the indoor air quality projects.

Motion by Rachel Downs with a second by Brittany Wood to approve the additional funds of \$2,500 for the ACE Committee for the purpose of blue prints/floor plans.

Discussion: Board members voiced concerns and stated no more funds would be approved.

**Vote: 8 Approved; 0 Opposed; Motion Passed**

**New Business:** None

**Personnel Actions:**

Resignations/Retirements: Keith Wheaton, Bus Driver

Elections: None

Appointments: Kayla Ouellette, Ed Tech II, RTI; Brenda Seavey, Assistant Cook; Gene Worster, Boys A & B Basketball Coach; Dennis Whitney, Girls B Basketball Coach

Reassignments: None

Searches: Bookkeeper, Cheering Coach, Girls A Basketball Coach, Bus Driver, Grade 7/8 Math/STEM/ RTI Teacher, Special Education Life Skills Teacher (Holden), Administrative Assistant to the Superintendent, Ed Tech III Special Education Resource Room, Ed Tech II or III Special Education Life Skills, Speech Language Pathologist, Spare Van Driver, and Spare Bus Drivers

Linda Graban questioned why we are posting the bookkeeper and administrative assistant to the superintendent positions. At the last meeting Shelley Wyman transitioned to bookkeeper. It was explained that Shelley has stayed in the Administrative Assistant position and is helping with payroll bookkeeping. We have not been able to fill either position. Both positions are posted so we can get some help in the Central Office and Mrs. Wyman is willing to move to any position that will be in the best interest of the district.

**Executive Session:**

Motion by Linda Graban with a second by Rachel Downs to enter executive session for discussion of contract negotiations pursuant to 1 M.R.S.A. § 405(6)(D) at 8:11pm.

Discussion: None

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

**Vote: 8 Yes; 0 Opposed**

Motion by Linda Graban with a second by Heather Grass to extend the meeting past 8:30pm

Discussion: None

**Vote: 8 Approved; 0 Opposed**

Public session resumed at 9:24pm

**Adjournment:** At 9:25pm, a motion by Linda Graban with a second by Rachel Downs to adjourn the meeting.

Discussion: None

**Vote: 8 Approved; 0 Opposed**

Respectfully submitted by,  
Sheila Caldwell  
RSU 63 Interim Superintendent of Schools

**APPROVED and ACCEPTED: February 2, 2026**