

REGULAR MEETING OF RSU NO. 5 BOARD OF DIRECTORS
WEDNESDAY- MARCH 11, 2026
FREEPORT HIGH SCHOOL - LIBRARY
6:30 P.M. REGULAR SESSION
AGENDA

1. Call to Order:

The meeting was called to order at _____ p.m. by Chair Michelle Ritcheson

2. Attendance:

____ Colin Cheney

____ Karen Breer

____ Anna Child

____ Malik Farlow

____ Kara Kaikini

____ Lois Kilby-Chesley

____ Michelle Ritcheson

____ Christopher Savaiano

____ Kelly Sink

____ Valerie Williams

____ Stephanie Worth

____ Maria Abbatemarco, Student Representative

____ Moon Tussing, Student Representative

3. Pledge of Allegiance:

4. Consideration of Minutes: (5 Minutes)

A. Consideration and approval of the Minutes of February 25, 2026 as presented barring any errors or omissions.

Motion: _____ 2nd: _____ Vote: _____

5. Adjustments to the Agenda:

6. Good News & Recognition: (10 Minutes)

A. Report from Board's Student Representative

7. Public Comments: (10 Minutes)

8. Reports from Superintendent:

A. Resignation - Amy Broadbent - Laugh & Learn Before Care

9. Administrator Reports:

None

10. Board Comments and Committee Reports:

None

11. Policy Review:

None

12. Unfinished Business:

A. FY27 Budget:

1. Review of the FY27 Superintendent's Proposed Budget (20 Minutes)
2. Board Deliberations on FY27 Superintendent's Proposed Budget (120 Minutes)

13. New Business:

A. Consideration and approval to appoint Lois Kilby-Chesley to the Curriculum and Program Development Committee.

Motion: _____ 2nd: _____ Vote: _____

B. Consideration and approval of a plan for use of remote school days to offset cancellation of school due to weather.

Motion: _____ 2nd: _____ Vote: _____

C. Consideration and approval to write a letter in support of the Town of Pownal's construction of a joint fire and rescue station and public works facility.

Motion: _____ 2nd: _____ Vote: _____

14. Personnel:

None

15. Public Comments: (10 Minutes)

16. Adjournment:

Motion: _____ 2nd: _____ Vote: _____ Time: _____

**RSU No. 5 Board of Directors Meeting
Wednesday, February 25, 2026 – 6:30 p.m.
Freeport High School - Library
Meeting Minutes**

(NOTE: These Minutes are not official until approved by the Board of Directors. Such action, either to approve or amend and approve, is anticipated at the March 11, 2026 meeting).

1. CALLED TO ORDER:

Chair Michelle Ritcheson called the meeting to order at 6:30 p.m.

- 2. MEMBERS PRESENT:** Karen Breer, Anna Child, Colin Cheney, Malik Farlow, Kara Kaikini, Lois Kilby-Chesley, Michelle Ritcheson, Christopher Savaiano, Kelly Sink, Valerie Williams, Stephanie Worth (arrived at 6:31). Moon Tussing, Student Representative (left at 9:00 p.m.)
MEMBERS ABSENT: None

3. PLEDGE OF ALLEGIANCE:

4. CONSIDERATION OF MINUTES:

- A. **VOTED:** To approve the Minutes of February 4, 2026 and February 11, 2026.
(Sink – Breer) (11 - 0) The Student Representative voted with the majority.

5. ADJUSTMENTS TO THE AGENDA:

Add Item# 13.3.

6. GOOD NEWS AND RECOGNITION:

- A. Report from Board's Student Representative

7. PUBLIC COMMENT:

Pownal - Lindsay Hahn, Heather Liimakka, Taylor Steer, Rich Brereton, Meghan Metger, Nicholas Cyr, Matt Altieri, Andy Seymour, Bret Vicary, Brandon Perry, Jesse Fisk, Meaghan Arena, Julie Baird, Kate Martens, Mark Dohle, Bill Bogart, Ian Nichols

8. REPORTS FROM SUPERINTENDENT:

- A. Superintendent's Report
B. Resignations - Meredith Hooke - MSS/PES Librarian
Jeremy Arsenault - Director of Transportation

9. ADMINISTRATOR REPORTS:

- A. Region Ten Technical High School Budget Update - Shawn Chabot
B. Finance - Kelly Wentworth

10. BOARD COMMENTS AND COMMITTEE REPORTS:

- A. Board Information Exchange and Agenda Requests
- Anna Child shared that the Curriculum and Program Development Committee has been meeting at least monthly and has learned about Next Gen Science and Math. Request to learn more about the Reading curriculum.
- B. Finance Committee

- C. Facilities and Operations Committee
- D. Policy Committee

11. POLICY REVIEW:

A. **VOTED:** To approve 2nd Read of the following policies:

1. JICK - Bullying
2. JICK - R - Bullying Administrative Procedure
(Sink - Worth) (11 - 0) The Student Representative voted with the majority.

B. **VOTED:** To approve 1st Read of the following policies:

1. JIC - Student Code of Conduct
2. JEA - Compulsory Attendance
(Kaikini - Savaiano) (11 - 0) The Student Representative voted with the majority.

12. UNFINISHED BUSINESS:

- A. District Reconfiguration Process
- B. FY27 Budget Review: Superintendent's 2026-2027 Proposed Budget

13. NEW BUSINESS:

1. **VOTED:** To create the position of Early Childhood Special Education (ECSE) Assistant Director. (Farlow - Kaikini) (10 - 1 Kilby-Chesley)

VOTED: To continue the meeting past 10:00 p.m. (Sink - Kaikini) (11 - 0)

2. **VOTED:** To expend up to \$100,000 from Capital Reserves for a facilities study.
(Savaiano - Cheney) (11 - 0)
3. **VOTED:** To change the March 13, 2026 .5 Professional Learning Day to a .5 student day (morning) and a .5 Professional Learning Day (afternoon) on the 2025-2026 calendar.
(Sink - Worth) (11 - 0)

14. PERSONNEL:

- A. **VOTED:** To hire Kate Hillman Harrison as Principal at Durham Community School for the 2026-2027 school year, effective July 1, 2026. (Cheney - Child) (11 - 0)

15. PUBLIC COMMENT:

Pownal - Brandon Perry, Mark Dolley

16. ADJOURNMENT:

VOTED: To adjourn at 10:24 p.m. (Sink - Kaikini) (11 - 0)



Tom Gray, Superintendent of Schools

RSU 5 Remote School Day Plan

School Hours

School hours will be the same as if school were in person.

Overall Instructional Expectations

Each school will develop procedures for instruction for remote learning, including the following:

- For All Grades:
 - Educators will be available by email during the normal school day hours.
 - Educators will offer one hour of Google Meet “office hours,” to be coordinated at the school level.
- For Grades PreK-5: Prior to the remote school day, schools will send home “Blizzard Bags” for each child. Each Blizzard Bag will include grade-appropriate instructional materials and directions for the student to complete 3 hours of instruction at home with adult support.
- For Grades 6-12:
 - Assignments for remote work, including materials, for all classes will be posted on Google classroom within 30 minutes of the scheduled start of the school day.
 - Students who require physical materials and paper copies of instructions (e.g. to meet IEP requirements) will be provided Blizzard Bags by homeroom/advisory teachers on the preceding day.

Student/Parent/Guardian Expectations

Students (or parents) will check in as present for school using the district Remote School Day Attendance Form.

For grades PreK-5, students will complete lessons as provided in “blizzard bags,” sent home by classroom teachers the day before.

For grades 6-12, students will complete and submit lessons electronically as posted on Google classroom.

For students in all grades who receive special services (e.g., Resource Room, Speech, OT, ESOL, GaTE), students (or parents) will access services remotely during the course of the school day, in coordination with teachers and service providers, to the greatest extent possible.

Parents/guardians will ensure that students are engaged with remote learning activities as assigned, report attendance promptly, support students in learning and in accessing services remotely by facilitating electronic communication with school staff, and request school meals as soon as possible on the preceding day.

Educator Expectations

All district staff on the Educator Contract will be available electronically (email and Google meet as needed) for the contracted school day hours, with a break for lunch at the time when they would typically have it during an in-person day, in fulfillment of CBA provisions.

All staff on the Educator Contract shall be available for a minimum of one hour of virtual office hours by Google Meet during the course of the remote school day, within the bounds of scheduled school hours, and not interfering with educators' break for lunch at the time when they would typically have it during an in-person day, in fulfillment of CBA provisions. The timing of virtual office hours will be determined at the school level (typically by team to the greatest extent possible).

Staff on the Educator Contract who are unable to access the internet from home can report to work in person, or use personal time as needed and in accordance with the CBA.

ESP Expectations

Staff members on the ESP contract in the following impact areas will report to work in person, or use personal/vacation time:

- Custodians
- Head Custodians
- Administrative Secretaries
- Office Secretaries
- Printing Clerk
- Field Maintenance Supervisor
- Maintenance, Fields, and Grounds
- Maintenance Specialist
- Mechanic
- Van Driver/Field Maintenance

Staff members on the ESP contract in the following impact areas may use personal/vacation time, or complete at-home professional development work with permission from and as approved by immediate supervisors:

- Education Technicians (I, II, III)
- Bus Drivers
- Van Drivers
- Kitchen Manager
- Food Service Assistant

Administrator Expectations

Administrators will report to work in person, work remotely with permission from the Superintendent, or use personal/vacation time.

The Superintendent will report to work in person, work remotely, or use personal/vacation time.

Administrators and the Superintendent will remain available by email and Google meet as needed to support parents, students, and educators.

Administrators (including the Superintendent) who are unable to access the internet from home can report to work in person, or use personal/vacation time as needed.

District Expectations

The Superintendent will call remote school days by 11:00 am on the preceding school day, allowing time for families to prepare, and for the distribution of Blizzard Bags and take-home meals.

School Nutrition Services will prepare school breakfast and lunches and distribute them as requested before the end of school on the preceding school day.

Central Office staff will report to work in person or use personal/vacation time.

Technology staff will report to work in person, work from home with permission from the Technology Director, or use personal/vacation time.

Approved by the Board of Directors: _____



Item # 13.C.

Letter of Support - Town of Pownal Fire Station / Public Works Facility

5 messages

Isabelle Lee <isabelle@iovplanning.com>

Mon, Mar 2, 2026 at 10:19 AM

To: grayt@rsu5.org

Cc: mcmanusg@rsu5.org

Good morning Tom,

I'm a consultant working with the Town of Pownal to construct a joint fire station and public works facility on a piece of town-owned land. We are applying for congressionally directed spending for this project, and we're hoping that the RSU would be willing to draft a letter of support to submit alongside our funding applications.

I have taken the liberty of attaching a template letter outlining the project and what I view as the connection between our project / efficient public works maintenance, and the local school system. Feel free to revise as necessary, and let me know if you have any questions or concerns.

We are reaching out to both Sen. Collins and King, as well as Rep. Pingree. The application for Rep. Pingree's office is due by the end of this week (extremely short turnaround as they just became available on Saturday), so this is a bit time sensitive. I can also be reached on my cell phone (below) if that would be easier for you.

Thank you for your time and consideration!

Isabelle



Isabelle Lee

Owner + Principal Planner

IOV Community Planning + Consulting

(207) 478-1794 (cell)

iovplanning.com

LinkedIn



Letter of Support Template - RSU5.docx

1637K

[INSERT LETTERHEAD]

Re: Letter of Support for Town of Pownal Joint Fire & Rescue Station / Public Works Facility

To whom it may concern,

On behalf of Regional School Unit 5, please accept this letter of support for the Town of Pownal's application for congressionally directed spending for the construction of a combined Fire & Rescue Station and Public Works Facility. RSU 5 serves students and families in Pownal and the surrounding communities and works closely with local officials and public safety personnel to support student safety, transportation reliability, and emergency preparedness. Our schools rely on strong municipal partnerships to ensure safe road conditions, coordinated emergency response, and a secure learning environment for all students and staff.

The Town of Pownal's Joint Fire & Rescue Station / Public Works Facility is a crucial initiative for our community because it directly supports the infrastructure and the municipal personnel that our students and families depend on every day. The importance of well-maintained roads for the safe and timely transport of students cannot be understated, particularly during Maine's winter months. The Public Works Department is responsible for the year-round maintenance of approximately 40 miles of local roads, including snow plowing and general road upkeep. These services are essential to keeping school buses on schedule. We understand that the existing public works facility lacks adequate office space, restroom facilities, and appropriately sized break areas for the hardworking public works crew. These limitations present operational, health, and safety challenges for the municipal staff who play a crucial role in supporting our school community.

The proposed project will have a significant positive impact on our district by ensuring that road maintenance operations are supported by a safe, functional, and modern facility. Reliable infrastructure is foundational to maintaining consistent school operations and minimizing disruptions to student learning, especially during the winter.

RSU 5 is committed to the success of this project and will continue to collaborate with Town officials and public safety partners on coordination efforts that benefit students and families. We believe that this collaborative effort, combined with federal support, will result in lasting, positive benefits for the entire Pownal community.

Sincerely,

[Signature]

[Your Printed Name]

[Your Title]

[Your Phone Number]

[Your Email Address]