

RSU #63 Board of Directors Meeting Minutes

Date: February 2, 2026

Location: Eddington Elementary

Time: 6:30pm

Call to Order

The meeting was called to order by Scott Walton, Board Committee Chair at 6:33pm.

Roll Call

Board Members Present:

- Town of Holden: Amy Hart, Julianna Prentiss, Chip Haskell, Scott Walton
- Town of Clifton: Jamie Youngblood
- Town of Eddington: Rachel Downs, Brittany Wood, Whitney Gould-Cookson

Others Present:

- Superintendent: Sheila Caldwell

A quorum was confirmed.

Recognition of New Board Members

Scott Walton recognized the newly elected board members as follows:

- Town of Holden: Julianna Prentiss, Chip Haskell
- Town of Clifton: Jamie Youngblood
- Town of Eddington: Whitney Gould-Cookson

Executive Session

Motion: A motion was made by Amy Hart to enter into executive session for discussion of contract negotiations pursuant to 1 M.R.S.A. § 405(6)(D) at 6:36pm. Motion was seconded by Rachel Downs.

Discussion: There was no discussion.

Roll Call Vote:

Brittany: yes	Jamie: yes
Julianna: yes	Amy: yes
Chip: yes	Rachel: yes
Whitney: yes	Scott: yes

Resume Public Session: 7:01pm

Possible Action Regarding Executive Session

Motion: A motion was made by Rachel Downs to accept the Compressive Employment Agreement between the RSU Administrative Collective Bargaining Unit and the RSU 63 Board of Directors effective July 1st, 2026 – June 30th, 2029. Motion was seconded by Brittany Wood.

Discussion: There was no discussion.

Roll Call Vote:

Brittany: yes	Jamie: yes
Julianna: yes	Amy: yes
Chip: yes	Rachel: yes
Whitney: yes	Scott: yes

Approval of October 27th, 2025 Minutes

Motion: A motion was made by Rachel Downs to approve the October 27th, 2025 meeting minutes. Motion was seconded by Julianna Prentiss.

Discussion: There was no discussion.

Vote: 7 approved; 1 abstained; motion passed.

Approval of November 27th, 2025 Minutes

Motion: A motion was made by Amy Hart to approve the November 24th, 2025 meeting minutes. Motion was seconded by Rachel Downs.

Discussion: There was no discussion.

Vote: 7 approved; 1 abstained; motion passed.

Approval of December 8th, 2025 Minutes

Motion: A motion was made by Rachel Downs to approve the December 8th, 2025 meeting minutes. Motion was seconded by Julianna Prentiss.

Discussion: There was no discussion.

Vote: 8 approved; motion passed.

Recognition and/or Awards of Student, Staff and Others

Scott Walton recognized the Holbrook Math Team & teachers for their outstanding performance. Scott also recognized the staff, students and parents of Eddington Elementary and Holbrook Middle School for their response to the evacuation of the Eddington Elementary.

Acceptance of Gifts/Donations

Motion: A motion was made by Juliana Prentiss to approve the accept the gifts/donations. Motion was seconded by Chip Haskell.

Discussion: There was no discussion.

Vote: 8 approved; motion passed.

Questions and Comments from the Public

Tom Copleand, Holden resident made a statement thanking the board for their work. Sarah Maxsimic, Holden Elementary Grade 2 teacher, read a prepared statement regarding 3rd grade class size and number of teachers.

Dates for Next Meetings

Policy Committee Meeting: February 9, 2026 at 4:00pm, Holbrook Middle School

Budget and Finance Committee Meeting: February 11, 2026 at 4:00pm, Holbrook Middle School

Advisory Committee on Efficiency (ACE): February 23, 2026 at 5:30pm, Holbrook Middle School

Board Meeting: February 23, 2026 at 6:30pm, Holbrook Middle School

Special Board Meeting: March 12 or 19, 2026 at 5:30pm, Holbrook Middle School

Budget and Finance

There was no update.

Superintendent's Report

There was no update.

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

Motion: A motion was made by Chip Haskell to approve the reports as written. Motion was seconded by Rachel Downs.

Discussion: There was no discussion.

Vote: 8 approved; motion passed

Old Business

Standing Committee on Curriculum:

Discussion established that the current committee was established in 2021 as a standing committee. It is advised per MSMA policy to establish an advisory committee for curriculum.

Motion: A motion was made by Rachel Downs to abolish the standing Curriculum Committee and establish an Advisory Committee for Curriculum. Motion was seconded by Julianna Prentiss.

Discussion: It was clarified that the current committee is comprised of board members. An advisory committee, which more in line with other school districts' is comprised of teachers, administrators and/or the general public.

Vote: 8 approved; motion passed

New Business

Holden Elementary PFAS Water Update:

Discussion proceeded regarding how the administration responded to the PFAS report, resulting in finding temporary solutions for access to safe water. The process to secure state funding in the form of a grant/forgivable loan is underway. Haley Ward has been contacted to engineer the new water filtration system; however, board member Chip Haskell is an employee of Haley Ward which may present a conflict of interest. Once the system design plans are secured, a contractor will be solicited for the repair.

Motion: A motion was made by Rachel Downs to employee Haley Ward to engineer the water treatment system. Motion was seconded by Amy Hart.

Discussion: There was no discussion.

Vote: 7 approved; 1 abstained (Chip Haskell: abstained due to current employment with Haley Ward); motion passed

Review of Board Committees and Committee Member Assignments

- **Election of Budget and Finance Committee Members:**
 - Motion:** A motion was made by Chip Haskell to nominate Julianna Prentiss to the committee. Motion was seconded by Brittney Wood.
 - Discussion:** There was no discussion.
 - Vote:** 8 approved; motion passed
 - Motion:** A motion was made by Rachel Downs to nominate Jamie Youngblood to the committee. Motion was seconded by Brittney Wood.
 - Discussion:** There was no discussion.
 - Vote:** 8 approved; motion passed
- **Election of Warrant Officers**
 - Motion:** A motion was made by Chip Haskell to nominate Julianna Prentiss as a warrant officer. Motion was seconded by Rachel Downs.
 - Discussion:** There was no discussion.
 - Vote:** 8 approved; motion passed
 - Motion:** A motion was made by Amy Hart to nominate Rachel Downs as a warrant officer. Motion was seconded by Julianna Prentiss.
 - Discussion:** Scott appoints Rachel Downs as Chair of Budget & Finance Committee until the next meeting at which a chair will be elected.
 - Vote:** 8 approved; motion passed
- **Policy Committee Appointments**
 - Scott Walton appointed Amy Hart, who accepted.
- **ACE Committee Appointments**
 - Scott Walton appointed Whitney Gould-Cookson and Jamie Youngblood, both of whom accepted. Amy Hart resigned, which Scott Walton accepted. Scott Walton appointed Chip Haskell, who accepted.
 - Motion:** A motion was made by Chip Haskell for Julianna Prentiss to remain on ACE committee as a PTG representative. Motion was seconded by Rachel Downs.
 - Discussion:** There was no discussion.
 - Vote:** 8 approved; motion passed

Personnel Actions

- **Resignations/Retirements**
 - Jessica Knights – Business Manager – Effective November 5, 2025
 - Shelley Wyman – Central Office Staff – Effective January 30, 2026
 - Emmanuel Ruiz – Holden Evening Custodian – Effective January 9, 2026
 - Olga Connor – Ed Tech I PreK – Effective January 1, 2026
- **Elections**
 - **Motion:** A motion was made by Amy Hart to elect Claire Warmuth as Life Skills Teacher, Holden, pending Certification from DOE. Motion was seconded by Chip Haskell.
 - Discussion:** There was no discussion.
 - Vote:** 8 approved; motion passed
 - **Motion:** A motion was made by Rachel Woods to elect Christian Peerzada as STEM/RTI Teacher. Motion was seconded by Amy Hart.

Discussion: There was no discussion.

Vote: 8 approved; motion passed

- **Motion:** A motion was made by Amy Hart to elect Hannah Crabtree as Grade 3 Teacher. Motion was seconded by Chip Haskell.

Discussion: There was no discussion.

Vote: 8 approved; motion passed

- **Motion:** A motion was made by Rachel Downs to elect Lindsey Straniero as Business Manager. Motion was seconded by Julianna Prentiss.

Discussion: There was no discussion.

Vote: 8 approved; motion passed

▪ **Appointments**

- Nicholas Osborne – Girls A Team Basketball Coach
- Mindy Perry – Bookkeeper
- Carrie Schwabenbauer – Administrative Assistant to the Superintendent

▪ **Searches**

- Custodian (Holden)
- Ed Tech II, PreK
- Bus Driver
- Ed Tech III, Special Education Resource Room (Holbrook)
- Ed Tech II or III, Special Education Life Skills (Holden)
- Speech Language Pathologist (District)
- Spare Van Driver
- Spare Bus Drivers

Executive Session

Motion: A motion was made by Chip Haskell to enter into executive session for discussion of the employment of officials/appointees/employees pursuant to 1 M.R.S.A. § 405(6)(A) at 7:48pm.

Motion was seconded by Amy Hart.

Discussion: There was no discussion.

Roll Call Vote:

Brittany: yes	Jamie: yes
Julianna: yes	Amy: yes
Chip: yes	Rachel: yes
Whitney: yes	Scott: yes

Resume Public Session: 8:25pm

Possible Action Regarding Executive Session

Motion: A motion was made by Brittney Wood to extend Sheila Caldwell's contract as RSU #63 Superintendent for one year, to expire on June 30th, 2027. Motion was seconded by Rachel Downs.

Discussion: There was no discussion.

Roll Call Vote:

Brittany: yes	Jamie: yes
Julianna: yes	Amy: yes
Chip: yes	Rachel: yes
Whitney: yes	Scott: yes

Adjournment

Motion: A motion was made by Amy Hart to adjourn the meeting since there is no further business at 8:27pm. Motion was seconded by Rachel Downs.

Discussion: There was no discussion.

Vote: 8 approved; motion passed

APPROVED and ACCEPTED: March 23, 2026