

RSU #63 Board of Directors Meeting Minutes

Date: April 27, 2026

Time: 6:30pm

Location: Eddington Elementary School

Call to Order

The meeting was called to order by Amy Hart, Board Committee Vice-Chair at 6:30pm.

Roll Call

Board Members Present:

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

Others Present:

- Superintendent: Sheila Caldwell

A quorum was confirmed.

Welcome New RSU 63 Board Member

Amy Hart welcomed Jack Turcotte of the Town of Holden to the Board.

Election of RSU 63 Board Chair

Motion: A motion was made by Julianna Prentiss to elect Rachel Downs as the Board Chair.

Motion was seconded by Chip Haskell.

Discussion: none

Vote: 8 approved; 0 opposed; motion passed.

Election of Budget & Finance and Policy Committee Member

Motion: A motion was made by Julian Prentiss to elect Chip Haskell to the Budget & Finance Committee. Motion was seconded by Brittany Wood.

Discussion: none

Vote: 8 approved; 0 opposed; motion passed.

Motion: A motion was made by Chip Haskell to elect Whitney Gould-Cookson to the Policy Committee. Motion was seconded by Brittany Wood.

Discussion: none

Vote: 8 approved; 0 opposed; motion passed.

Approval of Minutes

Motion: A motion was made by Chip Haskell to approve the March 19, 2026 Board Meeting Minutes. Motion was seconded by Jamie Youngblood.

Discussion: Amy Hart stated she was not late to the March 19th meeting.

Vote: 8 approved; 0 opposed; motion passed.

Motion: A motion was made by Amy Hart to approve the March 23, 2026 Board Meeting Minutes. Motion was seconded by Julianna Prentiss.

Discussion: Rachel Downs asked that within the minutes under the motion for the executive session be corrected from Rachel Wood to Rachel Downs.

Vote: 7 approved; 0 opposed; 1 abstention (Chip Haskell due to absence on March 23 meeting); motion passed.

Recognition and/or Awards of Students, Staff and Others

There was nothing to report.

Acceptance of Gifts/Donations

Rachel Downs thanked Fitch Property Management for the \$100 donation for the Family Glow Dance.

Presentation

There was no presentation.

Questions and Comments from the Public

Sue Shane of Eddington spoke regarding the new state legislation in regards to the school cell phone policy.

Dates of Meetings

1. **Advisory Committee on Curriculum Meeting:** May 5, 2026 at 1pm, Holbrook Middle School
2. **Budget & Finance Committee Meeting:** May TBD
3. **Policy Committee Meeting:** May 14, 2026 at 4pm, Holbrook Middle School
4. **Board Meeting:** May 18, 2026 at 6:00pm, Holbrook Middle School
5. **District Budget Meeting:** May 18, 2026 at 7:00pm, Holbrook Middle School

Budget & Finance

There was no additional report

Superintendent's & Administrators' Monthly Report

Superintendent Caldwell mentioned that the RFP deadline for bid submission for the boiler replacement is May 15th at 10am. The Public Reading will be held on the same day at 2pm.

Acceptance of Committees' Minutes, Administrative Reports and Superintendent's Report

Motion: A motion was made by Whitney Gould-Cookson to accept the Committees' Minutes, Administrative Reports and Superintendent's Report as written. Motion was seconded by Jamie Youngblood.

Discussion: Rachel Downs informed the public that the water bottle filling stations at Holden had water filters installed and tested below the PFAS limit.

Vote: 8 approved; 0 opposed; motion passed.

Old Business

Holden Boiler System: Superintendent Caldwell provided an update earlier in the meeting.

Policies for the Board's 2nd Read

GBP – Earned Paid Leave Policy and GBP-R – Earned Paid Leave Administrative Procedures were tabled.

GBO - Family Care Leave

Motion: A motion was made by Julianna Prentiss to adopt the GBO – Family Care Leave Policy. Motion was seconded by Amy Hart.

Discussion: none

Vote: 8 approved; 0 opposed; motion passed.

GCFB - Recruiting and Hiring of Administrative Staff (Required)

Motion: A motion was made by Julianna Prentiss to accept the GCFB – Recruiting and Hiring of Administrative Staff Policy. Motion was seconded by Chip Haskell.

Discussion: none

Vote: 8 approved; 0 opposed; motion passed.

GCFB-R - Recruiting and Hiring of Administrative Staff, Administrative Procedure (Required)

Motion: A motion was made by Whitney Gould-Cookson to accept the GCFB-R – Recruiting and Hiring of Administrative Staff Policy and Administrative Procedure. Motion was seconded by Brittney Wood.

Discussion: none

Vote: 8 approved; 0 opposed; motion passed.

EEA – Student Transportation

Motion: A motion was made by Julianna Prentiss to accept the EEA – Student Transportation Policy as discussed. Motion was seconded by Amy Hart.

Discussion: Member of the Board discussed the last paragraph of the policy and agreed it should read as follows: *RSU 63 will provide transportation to Brewer High School and John Bapst Memorial High School as they are the primary supplying schools for RSU 63. Transportation to Bangor High School may be considered by the Superintendent and Transportation Director.*

Vote: 8 approved; 0 opposed; motion passed.

EEBA - Use of Multifunction School Activity Buses

Motion: A motion was made by Brittney Wood to adopt the EEBA – Use of Multifunction School Activity Buses. Motion was seconded by Jamie Youngblood.

Discussion: Rachel Downs noted to the public that the goal of the Policy Committee is to work to align all RSU 63 policies with the MSMA suggested policies.

Vote: 8 approved; 0 opposed; motion passed.

New Business

Board Member Request

Board Member Jamie Youngblood asked if the board would approve her to attend the Town of Clifton’s monthly meetings on behalf of the Board to provide an RSU 63 Board update.

Discussion followed regarding if a board member should report singularly or not. Board Chair Rachel Downs suggested the Policy Committee review the related policy. Board Member Jack Turcotte stated it is the responsibility of the Superintendent to communicate with the towns.

Last Day of 2025/26 School Year

Rachel Downs announced that the last day of instruction will be June 12th, 2026 for students. For non-year-round staff the last day will be the Professional Development Day on June 15th, 2026.

Approval of FY27 Annual School Budget

Motion: A motion was made by Julianna Prentiss to approve the FY27 Annual School Budget. Motion was seconded by Jamie Youngblood.

Discussion: none

Vote: 8 approved; 0 opposed; motion passed.

Personnel Actions

1. Resignations/Retirements

- a. Resignation:** Stephanie McLean – Year 2 Principal (Eddington & Holden) – Effective at end of 2025-26 School Year
- b. Retirement:** Stephen Neill – Holden Day Custodian - Effective at end of 2025-26 school year

2. Elections

a. Interim Teaching Principal Position (Holbrook)

Motion: A motion was made by Brittney Wood to extend the Interim Teaching Principal Position for the 2026-2027 School Year. Motion was seconded by Julianna Prentiss.

Discussion: none

Vote: 8 approved; 0 opposed; motion passed.

b. Krista Vining-Means – Year 2 Director of Special Services, Affirmative Action Officer, Title IX Coordinator (District)

Motion: A motion was made by Amy Hart to elect Krista Vining-Mean as Year 2 Director of Special Services, Affirmative Action Officer, Title IX for the 2026-2027 School Year. Motion was seconded by Chip Haskell.

Discussion: Board members discussed if this position is required to be in-person five days a week versus one day remote.

Vote: 7 approved; 1 opposed; motion passed.

c. Probationary Year 1 Contract Teachers to Probationary Year 2 Contract Teachers

Motion: A motion was made by Amy Hart to elect the Probationary Year 1 Contract Teachers to Probationary Year 2 Contract Teachers as recommended by Superintendent Caldwell for the 2026-2027 School Year. Motion was seconded by Jamie Youngblood.

Discussion: Superintendent Caldwell read the names of each teacher she recommended for the Board to elect.

Vote: 8 approved; 0 opposed; motion passed.

d. Probationary Year 2 Contact Teachers to Conditional Year 1 Contract Teachers

Motion: A motion was made by Whitney Gould-Cookson to elect Probationary Year 2 Contact Teachers to Conditional Year 1 Contract

Teachers as recommended by Superintendent Caldwell for the 2026-2027 School Year. Motion was seconded by Julianna Prentiss.

Discussion: Superintendent Caldwell read the names of each teacher she recommended for the Board to elect.

Vote: 8 approved; 0 opposed; motion passed.

3. Appointments
 - a. **Ali Alnasif – Business Manager (Central Office)**
4. Reassignments
5. Searches
 - a. Registered School Nurse
 - b. Ed Tech III, Librarian Aide (Holbrook)
 - c. Ed Tech III, Special Education Resource Room (Holbrook)
 - d. Ed Tech II or III, Special Education Life Skills (Holden)
 - e. Speech Language Pathologist (District)
 - f. Bus Driver
 - g. Spare Van Driver
 - h. Spare Bus Drivers

Adjournment

Motion: A motion was made by Brittney Wood to adjourn the meeting since there is no further business at 7:17pm. Motion was seconded by Julianna Prentiss.

Discussion: none

Vote: 8 approved; 0 opposed; motion passed.

Respectfully Submitted,

Sheila Caldwell
Superintendent

Approved by School Board on 5/18/2026