

**RSU 63 Board of Directors**  
**Monday, August 25, 2025**  
**6:30pm**  
**Holbrook Middle School**  
**Agenda**

**Call Meeting to Order**

**Flag Salute/Moment of Silence**

**Approval of Minutes for July 28, 2025 Board Meeting**

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

- 1. Years of Service**
  - a. 5 Years of Service**
    - i. Theresa Richardson
  - b. 10 Years of Service**
    - i. Monica Norris
  - c. 20 Years of Service**
    - i. Valerie Palmer
    - ii. George Cummings
  - d. 35 Years of Service**
    - i. Polly Sparhawk

**Acceptance of Gifts/Donations**

1. Seminary Hill Daylight Lodge #220 monetary donation
2. Lander Group – Donated 1 Skid Steer, 2 Excavators, and Operator Philip Lander to remove the old swing
3. Northeast Paving – Donated 3 loads of gravel, 1 compaction roller, and operator/foreman Greg Shaub for groundwork of the new playground structure
4. Sargent Corporation – Donated 3 loads of gravel
5. Airline Construction – Donated 1 load of gravel
6. Owen J. Folsom, Inc. – Donated 1 load of sand
7. Gardner Construction Enterprises – Donated 1 load of loam
8. D.H. Grass – Donated to remove the old swing set from the property
9. Deabay Physical Therapy and Golf Performance – Donated \$350.00 for the Holbrook Playground

**Presentation – None**

**Questions and Comments from the Public**

**Dates of Next Meetings**

1. **Budget and Finance Committee Meeting:** TBD
2. **Policy Committee Meeting:** TBD
3. **Curriculum Committee:** TBD
4. **Advisory Committee on Efficiency (ACE):** September 3, 2025 at 6:00pm, Holbrook Middle School
5. **Board Meeting:** September 22, 2025 at 6:30pm, Holden Elementary School

**Budget and Finance**

**Superintendent's Report**

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

**Old Business**

1. Assistant Principal Position
2. Consideration of revisiting Policy JFBC – Secondary School Tuition, to include expenditures for room and board

## **New Business**

### **Personnel Actions**

1. Resignations/Retirements
  - a. Joseph Flanagan III, Part-time Eddington Custodian
  - b. Emily Havel, Ed Tech I
  - c. Ryan Cahill, Ed Tech I
2. Elections
3. Appointments
  - a. Ronald Paul – Bus Driver
  - b. Michael Connors – Ed Tech III, Holbrook
  - c. Emmanuel Miguel Ruiz – Custodian, Holden
  - d. Sarah Wood – Special Education Ed Tech II
  - e. Elizabeth Connors – 7 & 8 Math Teacher
  - f. Jillian Tweedie – Ed Tech I
  - g. Owen Cabral – 7/8 ELA Teacher
  - h. Mark Socoby – Special Education Resource Room Teacher, Holbrook
  - i. Mary Johnson – Part-time Custodian, Eddington
  - j. Keith Kennedy – Interim Transportation Manager
4. Reassignments
  - a. Jessica Knights, Bookkeeper to Business Manager
  - b. Allison Blais, Ed Tech III Library Assistant to Ed Tech III Regular Instruction Holbrook
  - c. Rebecca Gideon – Special Education Ed Tech III to Ed Tech III Library Aide
5. Searches
  - a. Long Term Substitute Social Studies (Holbrook)
  - b. Transportation Manager
  - c. Assistant Cook (Holden)
  - d. Assistant Cook (Holbrook)
  - e. Speech Language Pathologist (District)
  - f. Ed Tech II – Title I/Elementary RTI (Eddington)
  - g. Assistant Principal
  - h. Spare Van Driver
  - i. Spare Bus Drivers

**Executive Session – Discussion of labor contracts pursuant to 1 MRSA §405(6)(D)**

**Resume Public Session**

**Action as a result of Executive Session**

**Executive Session - Discussion of labor contracts pursuant to 1 MRSA §405(6)(D)**

**Resume Public Session**

**Action as a result of Executive Session**

**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: July 28, 2025  
Location: Holden 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 6:30pm followed by the flag salute and moment of silence.

**Approval of Minutes**

Motion by Linda Graban with a second by Heather Grass to approve the minutes for the June 23, 2025 Board Meeting.

Discussion: None

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

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

Heather Lander recognized and thanked a few volunteers that helped with the Field Day, Kate, Amanda, and Rachel. She apologized for failing to thank them last month, and expressed her appreciation and recognized the impact they made on making Field Day a success.

**Acceptance of Gifts and Donations:** Motion by Rachel Downs with a second by Linda Graban to accept \$5,000 donation from Maine Military Supply, Inc. toward the Holbrook Playground.

Discussion: It was noted, with this donation, the Holbrook Playground is fully funded.

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

**Presentation:** None

**Questions and Comments from the Public:** Board Chair, Scott Walton opened the public comment with an update on being transparent with the process of securing a new Superintendent of Schools. He advised there will be an executive session tonight to discuss the options being considered: Full time Superintendent, Part-time Superintendent, Join another district, or Hybrid Superintendent/other administrative positions (similar to when Susan Smith was Superintendent/Director of Curriculum and Instruction).

Kristie Licata, Eddington resident asked the board and policy committee to revisit and reconsider their policy on high school tuition and asked they amend the policy to include room and board for schools that do not have tuition costs. Amanda Mitchell, Holden resident spoke regarding teacher retention efforts and asked for an update on contract negotiations with teachers. Alex Mitchell, Holden resident challenged the board to stay true to the goals of the district. He stated past conduct of the board has been unbecoming and their priorities did not make sense.

**Dates of Next Committee Meetings:**

**Budget and Finance Committee:** TBD

**Policy Committee:** TBD

**Curriculum Committee:** TBD

**School Consolidation Advisory Committee Meeting:** August 18, 2025 at 6:00pm Holbrook Middle School

**Board Meeting:** August 25, 2025 at 6:30pm, Holbrook Middle School

**Budget and Finance:** Motion by Brittany Wood with a second by Heather Grass to approve the July 9, 2025 Budget and Finance Committee Meeting Minutes.

Discussion: None

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

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

**Executive Session:**

Motion by Cherie Faulkner with a second by Amy Hart to enter executive session for discussion of legal counsel pursuant to 1 M.R.S.A. § 405(6)(E) at 6:47pm.

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 Passed***

**Public session resumed at 7:00pm**

**Action regarding Executive Session:** Scott Walton advised after the June board meeting and multiple tie votes, Superintendent Stoneton investigated if RSU 63 had weighted votes. Per the Certificate of Organization dated June 19, 2009 based on state valuation, the district does have weighted votes and will utilize this method moving forward for any votes that result in a tie. Weight count is as follows: Clifton (1 voting member) – 763; Eddington (3 voting members) – 708; and Holden (4 voting members) – 725.25.

**Acceptance of Reports:** Motion by Cherie Faulkner with a second by Linda Graban to approve the committee and superintendent reports.

Discussion: None

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

**Old Business:** Motion by Heather Grass with a second by Heather Lander to approve the playground at Holbrook.

Discussion: Heather Lander advised the picture provided in the board packet was not the color scheme ordered. The decision was made for a more neutral color scheme. Students were interviewed to determine what they wanted for a playground.

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

**New Business:**

**Interim Teaching Principal, Holbrook Middle School:** Motion by Heather Lander with a second by Cherie Faulkner approve the Interim Teaching Principal position at Holbrook Middle School

Discussion: Rachel Downs asked for clarification on how many classes and what kind of classes this person would ideally teach, and if we had to advertise. Superintendent Stoneton advised 1 non-core class and we did not have to advertise as it is an interim position. Brittany Wood asked if this person would dedicate 90% of their time to being Principal in the office. Superintendent Stoneton confirmed. Linda Graban asked if we had applicants for the Holbrook Principal position and if so, why we had not reviewed or interviewed. Superintendent Stoneton advised there were multiple key administrative positions that needed to be filled when he stepped in. He has hired a Special Education Director and is working on the Business Manager position and based on the last board meeting, the board did not know what direction they wanted to go with the Principal position. Therefore, he is recommending a one-year Interim Teaching Principal to allow time for the Board to make a decision and it also provides stability for our students and staff.

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

**Vote: 5 Yes; 2 Opposed; 1 Abstention; *Motion Passed***

**Naming of Holbrook Playground:** Motion by Heather Lander with a second by Linda Graban to approve the naming of the Holbrook Playground the “*Chris Greely Champions of Kindness Playground*”

Discussion: None

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

School Consolidation Advisory Committee Scope and Purpose: Scott Walton stated there was discussion at the meeting on the name of the committee and funding for floor plans. He proposed renaming the committee to the Advisory Committee on Efficiency and a \$5,000 funding limit for floor plans.

Motion by Amy Hart with a second by Linda Graban to approve the name change to Advisory Committee on Efficiency and Scope and Sequence plan and create a \$5,000 floor plan limit.

Discussion: None

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

**Personnel Actions:**

Resignations/Retirements: Jon Larson, Holden Custodian

Elections:

Motion by Cherie Faulkner with a second by Rachel Downs to elect James Spencer as Special Education Life Skills Teacher at Holbrook Middle School

Discussion: None

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

Appointments: Krista Vining-Means, Special Education Director; Jamie Coburn, Grade 4 Teacher; Justin Seip, Grade 1 Teacher; Joseph Flanagan, III, Part-time Custodian at Eddington; Pam Bull, Van Driver

Reassignments: Hannah Crabtree, Substitute to Grade 3 Long Term Substitute Teacher

Searches: Transportation Manager/Bus Driver, Custodian, Assistant Cook (Holden), Assistant Cook (Holbrook), (2) Ed Tech III, Business Manager, Special Education Teacher Resource Room at Holbrook, 7/8 Math Teacher, Speech Language Pathologist, Ed Tech II Title I/Elementary RTI, Spare Van Driver, and Spare Bus Drivers

Rachel Downs asked why the Assistant Principal at Eddington has not been listed. Superintendent Stoneton advised it is in the budget, but by order of position needs and priority, it has not been addressed.

**Executive Session:**

Motion by Cherie Faulkner with a second by Heather Grass to enter executive session for discussion of legal rights and duties of the RSU 63 Board of Directors pursuant to 1 M.R.S.A. § 405(6)(A) at 7:21pm.

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 Passed**

Public Session resumed at 8:04pm

**Actions Regarding Executive Sessions:** None

Scott Walton noted a few reassignments that were missed – Sherry Neill from Holden Cook to Eddington Cook; Theresa Jameson from Holbrook Cook to Holden Cook; and Jenny-Lee Lagrange Holbrook Assistant Cook to Cook.

**Executive Session:**

Motion by Heather Grass with a second by Cherie Faulkner to enter executive session with Karen Quimby (Board Negotiation Team representative) for discussion of labor contracts pursuant to 1 M.R.S.A. § 405(6)(D) at 8:06pm.

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 Passed**

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Public Session resumed at 8:57pm.

Scott Walton advised to stay in line with policy and as the Board was in Executive Session, he called for a motion to extend the meeting past 8:30pm.

Motion by Cherie Faulkner with a second by Linda Graban to extend the meeting past 8:30pm.

Discussion: None

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

**Actions Regarding Executive Sessions:** None

**Adjournment:** At 8:58pm, a motion by Cherie Faulkner with a second by Heather Grass to adjourn the meeting.

Discussion: None

**Vote: 8 Approved; 0 Opposed**

Respectfully submitted by,  
*James Stoneton*  
RSU 63 Interim Superintendent of Schools

**RSU 63**  
**Office of the Superintendent**  
**202 Kidder Hill Road**  
**Holden, ME 04429**  
**(207) 843 – 7851**  
**[www.rsu63.org](http://www.rsu63.org)**

*James Stoneton*  
*Interim Superintendent*

*Shelley Wyman*  
*Administrative Assistant*

*Jessica Knights*  
*Business Manager*

*Bookkeeper*

**August 17, 2025**

**To:** Scott Walton, Rachel Downs, Linda Graban, Cherie Faulkner, Brittany Wood, Heather Lander, Heather Grass, Amy Hart

**From:** James CR Stoneton II, Superintendent of Schools

**RE:** School Board Meeting, Monday August 25, 2025 at 6:30 p.m.

I hope you all have a great last weekend before school starts. I would like to start by thanking Shelley and Jess for all they have done in the Central Office. We would have made nowhere near the progress without their help, dedication, and support! Similarly, a thank you to the Administrative Team as everyone has pulled together and moved with lightning speed, despite it being summer, to accomplish everything I have asked them to do. Finally, a thank you to Ryan and his crew as the buildings look amazing and their work, even in tremendous heat, has made a difference for our school. It truly takes a team to be successful and we have a very strong one that I am grateful to be a part of in 63.

You will see our list of Years of Service to the district acknowledgement at the start of the agenda. Amazing to see teachers from 5 to 35 years have been in 63. You will notice a number of donations on the agenda. The playground had a tremendous amount of support. It is, again, an incredible reflection of the support we have for the school and students.

Under Old Business you will see two agenda items. The first is the Assistant Principal position. This has been posted, however, before we fill it, I want to ensure that you still want it filled. Given the concerns around the budget, and your current staffing for administration, I would recommend that you not fill it.

The second item is Policy JFBC, with a consideration of paying for room and board. I would also recommend you do not adjust your policy to cover this spending. You have no obligation to do so as these students essentially become a state student and leave our district.

Under Personnel, you will notice that we have filled all the teaching positions and all but one Educational Technician. A huge shout out to the administrative team and all those involved in getting us to this place. It has been no small task. We are well staffed for the start of the year barring any movement.

The first Executive Session will be for the discussion of the Teacher's Contract. We have reached a tentative agreement, and provided that it is ratified on Monday by the Union, I will be recommending that you approve after our Executive Session. This session is to discuss any questions you have about the contract itself. I will be sending that separately before the meeting for your review. It is confidential so do not share it at this time.

The second Executive Session is for the purpose of signing the confidentiality agreement and discussing next steps for the Superintendent in RSU 63. It will be a similar discussion to what we have had before but at this point will require a decision and moving forward from you as a Board.

Respectfully submitted,  
James Stoneton

# Holbrook School

202 Kidder Hill Road

Holden, ME 04429

Michele Archambault, Interim Teaching Principal [marchambault@rsu63.org](mailto:marchambault@rsu63.org)  
Sarah Estes, School Counselor [sestes@rsu63.org](mailto:sestes@rsu63.org)

# Office of the Principal

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

Mary Greenlaw, Administrative Assistant [mgreenlaw@rsu63.org](mailto:mgreenlaw@rsu63.org)  
Dawna Bickford, District Nurse [dbickford@rsu63.org](mailto:dbickford@rsu63.org)

## Holbrook Middle School August 2025

Dear RSU 63 Board Members,

I would like to start this report by recognizing our custodial staff for all the work they have done this Summer. The walls have been washed, the rooms have been emptied out and put back together, the floors have been waxed and buffed, by this hard-working team. Holbrook School is looking fantastic and ready to welcome the students and staff back very soon.

On Monday, August 25th from 4:00-6:00 the district has open houses scheduled for all schools. The staff and myself are looking forward to welcoming all students, parents/guardians to stop in for a visit, see the school, and say hello. We are very excited and ready for a fantastic school year!

On the RSU 63 website, under the Holbrook School section teachers in grades 5<sup>th</sup> and 7<sup>th</sup> have listed school supplies that will be needed for the 2025-2026 school year. These supply lists were also posted on the RSU 63 Facebook page as well. There will be more updates coming soon.

Mrs. Karen Everhart retired on July 31, 2025 after 25 years as the Holbrook Administrative Assistant. She will be missed but has promised to stop back in. Mrs. Mary Greenlaw was hired in June to be the new Holbrook Administrative Assistant and has been training with Mrs. Everhart during the month of July. Mrs. Greenlaw is looking forward to working with the Holbrook students, staff, and parents. Please stop by the office to introduce yourself and meet Mrs. Greenlaw.

Please join me in welcoming Ms. Alison Blais and Mr. Michael Connors to Holbrook. They will be working as Educational Technicians with our students and staff. We also would like to welcome Mr. Justin Smith as a grade 7<sup>th</sup> math and STEM teacher. Mr. William Bradley will be providing the students at Holbrook with music and band classes this year. Ms. Nicole Hogan will be working in the Library at Holbrook two days a week as well. Mr. James Spencer will be moving from his role of Educational Technician to the Holbrook Life Skills teacher. Mrs. Heidi Duran will be moving from Holden to Holbrook to join as an Educational Technician in the Life Skills program. Mrs. Elizabeth Connors will be joining the Holbrook team as well to teach grades 7<sup>th</sup> math, grades 5<sup>th</sup> STEM as well as Math RTI. We are looking forward to great things this year at Holbrook!

The welcome to the start of school year (2025-2026) letters are being mailed out to parents and students at the beginning of this week. This mailing contains a lot of information about the start of the school year, homeroom teachers, reminders to get physicals and sports paper work done, along with other important information.

Fall sports are on track to start as soon as school gets back in. Sign-ups will be put out on the first day of school (August 27th) with tryouts starting for soccer on Tuesday, September 2nd and 3rd from 3:15-5:00. Cross Country will begin practices the week of September 2nd as well. Fall season soccer games and cross country meets start the week of September 8th.

Thank you for your continued support here at the Holbrook Middle School.

Respectfully Submitted,  
Michele Archambault  
Holbrook Interim Teaching Principal



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

Stephanie McLean, *principal* smclean@rsu63.org  
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## Enrollment

### Eddington

PreK: 29

K: 31

1st: 27

**Total: 87**

### Holden

2nd: 55

3rd: 47

4th: 49

**Total: 151**

Dear Members of the School Board,

It has been a busy summer preparing for the upcoming school year. Thanks to our wonderful custodial staff, the schools look great and are ready for staff and students to return.

Our summer school program, Camp Curiosity, for students entering grades 1 through 4, was a great success! From July 8th to August 1st, students participated in fun and educational activities organized into themed weeks, including Nature Explorer Week, Ooey Gooey Science Week, Inventors Week, Carnival Week, and culminating with a field trip to the Maine Discovery Museum. A big thank you to the teachers and transportation staff for their efforts in making the program such a success!

We hired some wonderful new teachers this summer. We are fortunate to have veteran teachers who have graciously offered their time to help these new educators acclimate to their schools and prepare their classrooms for the upcoming school year.

We are very excited to welcome everyone back for the new school year. Teachers have been busy setting up their classrooms and getting everything ready for the children. We look forward to seeing all the parents and students at the Open House on August 25th from 4 to 6 PM.

Stephanie McLean

Principal



**Regional School Unit 63**  
**Office of Special Services**  
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.*

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Krista Vining-Means, MS Ed. Leadership

Date: August 25, 2025

Dear Members of the RSU 63 School Board,

I want to begin by sincerely thanking you for the opportunity to serve as RSU 63's Special Education Director. I am honored to have been chosen and am truly appreciative of the warm welcome I've received from leadership, staff, and the greater school community.

Over the past few weeks, I have begun the process of getting to know our systems, exploring our buildings, reviewing program structures, and—most importantly—meeting the exceptional educators and support personnel who work with our students every day. It is already abundantly clear that RSU 63 is a district deeply committed to student success and grounded in strong community values.

I have also been working in collaboration with Child Development Services (Maine 0–5) to support the transition of services for our youngest learners. Additionally, we have been working hard to fill open positions to ensure we are fully staffed for the start of the school year. These efforts have involved reviewing applications, coordinating with building leadership, and aligning placements to meet student needs.

The time I've spent listening and observing so far has reaffirmed my excitement to move forward in this role. I've had the privilege of connecting with principals, related service providers, and special education staff to begin identifying areas of strength and growth. I am also reviewing our special education procedures and service delivery models as part of my 90-day entry plan and look forward to sharing early insights and recommendations as the year progresses.

From the moment I arrived, I've felt welcomed and supported. It is a joy to join a district where collaboration and care are part of the culture. I look forward to building strong partnerships with you and continuing to work in service of students, staff, and families.

Thank you again for this opportunity. I am excited and ready to move RSU 63's special education programs forward with purpose and heart.

Warmly,

Krista Vining-Means

Special Education Director

RSU 63

[kvining-means@rsu63.org](mailto:kvining-means@rsu63.org) | 207-952-2062

Sheila Caldwell  
Director of Curriculum and Instruction  
August 11, 2025

Enthusiastically, I draft this first update for the RSU63 School Board as Director of Curriculum and Instruction. I've enjoyed starting at the district, meeting people, and learning about the curriculum and the community of RSU63. Everyone has been kind and helpful.

HMH is the ELA curriculum for the district, and we just renewed our online subscription for the 2025-2026 school year so that teachers have access to curriculum and instructional resources. I met with the representative from HMH to get an overview of the product and have lots of inquiries for teachers upon their return. I hope to explore this material with teachers to get the most out of the available resource to best serve our students.

IReady is the curriculum the district purchased last year for math, and we just renewed this subscription as well. In meeting with our contact from IReady, she shared about a free training August 20<sup>th</sup> for Maine educators from districts enrolled in IReady. We put the invitation out to RSU63 teachers and have a dozen teachers joining me there. This will be a great opportunity to meet fellow educators and gain a deeper understanding of the IReady curriculum and online platform.

Superintendent Stoneton introduced me to PREP Teaching & Leading Academy and the Literacy Leaders Institute, organizations that provide professional learning and networking for educators in the region. I plan to attend the August 11<sup>th</sup> meeting of the Literacy Leaders Institute.

I've had a chance to look over the district's Curriculum Maps across ELA, math, science, and social studies and glance at district assessment data. NWEA and Maine Through the Years paints a picture of students' strengths and areas of need and the data will help inform instructional goals for educators. I look forward to discussions on curriculum, data, and instruction with leadership, teachers, and the curriculum committee.

I've spent time at all three district schools and am so impressed at their cleanliness and welcoming atmosphere. My office is at Eddington School, and I've answered calls and chatted with parents seeking information about preK enrollment or other matters pertaining to the start of the school year. It's an exciting time for parents. They have the highest hopes for their children, that they feel safe, seen, and heard; that they experience academic success and emotional and social wellbeing. I look forward to the start of the academic year and assisting the district in supporting staff, students, and parents.



George Cummings  
Technology Coordinator  
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**To:** RSU 63 Board of Directors  
**From:** George Cummings  
**Date:** August 11, 2025  
**Re:** Monthly Report

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

### **Phone System Upgrade**

The phone system installation is progressing well but not complete. The phone system and phones have been configured and installed in their locations. Since these new phones are voice over IP (VOIP), they are currently being used to make calls between buildings, just not outside the buildings yet.

I'm waiting to hear back from Spectrum Communications for an install date for the SIP trunks to be installed at Holbrook School. A SIP trunk, (Session Initiation Protocol) is a virtual phone line that enables schools to make and receive calls over the internet using (VoIP). These new lines will replace our costly traditional phone lines and save the district thousands over the course of the year.

### **MLTI 2.0**

The DOE finalized details and device options for the new 8<sup>th</sup> grade laptops and districts were able to start ordering new devices in early June. After considering all 3 device options offered (Apple, CTL Chromebook, Windows), we decided to go with CTL Chromebooks. These Chromebooks have held up well for us and being authorized by CTL to perform onsite repairs with warranty parts helps with downtime issues of send out devices for repair and waiting for them to return. A total of 43 CTL Chromebook laptops were ordered.

Respectfully submitted,

August Board Report 2025  
Ryan Porter – Facilities/Maintenance Manager

**Holbrook:**

Holbrook summer cleaning is coming to an end. Finished up waxing the floors and getting rooms/items back in place. We are now doing some misc. maintenance projects around the schools these last couple of weeks before school starts.

Dig Safe was called and groundwork was started for the new playground area. The dirt area is prepared for the playground company to install the new setup. The kitchen stove hood fan was not working. It needed 2 new belts in exhaust unit on the roof. They have been replaced and is working again. I did a walkthrough and got a count on how many light ballast/lights that are out that we cannot replace on our own and will have Duffy's Electric replace the others. Stoves were cleaned & looked over by Northeast Restaurant Equipment and ready to go.

Working on the "NEW" school entrance. Still determining where it should go and what the layout would consist of. The original thought may not be the best solution and we are working on that to see what other options we may have.

**Holden:**

Finishing putting the rooms/items back in place and tidying up. Did a I did a walkthrough and got a count on how many light ballast/lights that are out that we cannot replace on our own and will have Duffy's Electric replace the others. Stoves were cleaned & looked over by Northeast Restaurant Equipment and ready to go.

Hired a new night custodian who started this week. Showing him around and teaching him how to use the equipment, cleaning products and procedures. Working on multiple maintenance projects.

**Eddington:**

Finishing putting the rooms/items back in place and tidying up. Did a I did a walkthrough and got a count on how many light ballast/lights that are out that we cannot replace on our own and will have Duffy's Electric replace the others. Stoves were cleaned & looked over by Northeast Restaurant Equipment and ready to go. Doing some maintenance projects, painting etc...