

**RSU 63 Board of Directors
Monday, September 22, 2025
5:00pm
Holden Elementary School
Agenda**

Call Meeting to Order

Flag Salute/Moment of Silence

Executive Session - Discussion of employment of officials/appointees/employees pursuant to 1 MRSA §405(6)(A)

Resume Public Session

Action as a result of Executive Session

Approval of Minutes for August 25, 2025 Board Meeting

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

Acceptance of Gifts/Donations

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 29, 2025 at 6:00pm, Holbrook Middle School
5. **Board Meeting:** October, 2025 at 6:30pm, Eddington Elementary School

Budget and Finance

Superintendent's Report

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

Old Business

New Business

1. Election of MSBA Delegate Assembly Representative and Alternate (Vote Required)

Personnel Actions

1. Resignations/Retirements
 - a. Mary Bridgham – Special Education Life Skills Teacher, Holden
 - b. Elizabeth Connors – 7/8 Math Teacher
2. Elections
3. Appointments
 - a. Zachary Chenier – Transportation Coordinator/Bus Driver
 - b. Audra Whitney – Long Term Substitute Social Studies
4. Reassignments
 - a. Shelley Wyman – Administrative Assistant to the Superintendent to Bookkeeper/Human Resources
5. Searches
 - a. Special Education Life Skills Teacher
 - b. Administrative Assistant to the Superintendent
 - c. Long Term Substitute Math
 - d. Ed Tech III, Special Education Resource Room

- e. Assistant Cook
- f. Speech Language Pathologist (District)
- g. Ed Tech II – Title I/Elementary RTI (Eddington)
- h. Spare Van Driver
- i. Spare Bus Drivers

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: August 25, 2025
Location: Holbrook Middle 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. Mr. Walton thanked George Cummings, Technology Coordinator for the microphone upgrade.

Approval of Minutes

Motion by Linda Graban with a second by Heather Grass to approve the minutes for the July 28, 2025 Board Meeting.

Discussion: None

Vote: 8 Approved; 0 Opposed; Motion Passed

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

Superintendent James Stoneton recognized the following staff for their years of service. Theresa Richardson, Five Years; Monica Norris, Ten Years; Valerie Palmer and George Cummings, Twenty Years; and Polly Sparhawk, Thirty-five Years.

Acceptance of Gifts and Donations: Motion by Heather Grass with a second by Rachel Downs to accept \$1,500 donation from Seminary Hill Daylight Lodge, #220 for the snack program.

Discussion: None

Vote: 8 Approved; 0 Opposed; Motion Passed

Motion by Heather Grass with a second by Cherie Faulkner to accept the donations as listed for the Holbrook Playground: Lander Group – Donated 1 Skid Steer, 2 Excavators, and Operator Philip Lander to remove the old swing; Northeast Paving – Donated 3 loads of gravel, 1 compaction roller, and operator/foreman Greg Shaub for groundwork of the new playground structure; Sargent Corporation – Donated 3 loads of gravel; Airline Construction – Donated 1 load of gravel; Owen J. Folsom, Inc. – Donated 1 load of sand; Gardner Construction Enterprises – Donated 1 load of loam; D.H. Grass – Donated to remove the old swing set from the property; Deabay Physical Therapy and Golf Performance – Donated \$350.00 for the Holbrook Playground; and \$1,500 donation for Hydro Seeding

Discussion: None

Vote: 8 Approved; 0 Opposed; Motion Passed

Presentation: None

Questions and Comments from the Public: James Spencer, Holbrook Teacher read a prepared statement.

Dates of Next Committee Meetings:

Budget and Finance Committee, Policy Committee, and Curriculum Committee: TBD

School Consolidation Advisory Committee Meeting: September 3, 2025 at 6:00pm Holbrook Middle School

Board Meeting: September 22, 2025 at 6:30pm, Holden Elementary School

Budget and Finance: No update

Superintendent's Report: Superintendent Stoneton thanked Ryan Porter and his team for making the schools look great over the summer and the Admin Team for their work on search committees to fill all of the openings.

RSU 63 Board Meeting Minutes

August 25, 2025

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Acceptance of Reports: Motion by Linda Graban with a second by Rachel Downs to approve the administrator and superintendent reports.

Discussion: Linda Graban noted she would like the Curriculum Committee to review the ELA curriculum. Linda Graban asked Ryan Porter why the Holbrook entrance was not being done. Superintendent Stoneton advised there is not enough funds available for the project. The grant does not cover it and we do not have enough budgeted, but we are looking at other ways to utilize the grant fund so we do not lose it.

Vote: 8 Approved; 0 Opposed; Motion Passed

Old Business:

Elementary Assistant Principal Position: Motion by Brittany Wood with a second by Heather Grass to approve the Elementary Assistant Principal position for the 2025-2026 school year.

Discussion: Discussion took place on how the year would look without the position and if we were able to fill the position it would more than likely be a very delayed start making the position ineffective.

**Roll Call Vote: Brittany Wood – Yes; Linda Graban – Yes; Amy Hart – No; Scott Walton – No; Cherie Faulkner – No; Heather Lander – No; Rachel Downs – No; Heather Grass – No
2 Approved; 6 Opposed; Motion Failed**

Motion by Cherie Faulkner with a second by Amy Hart to freeze the Elementary Assistant Principal position for the 2025-2026 school year.

Discussion: None

**Roll Call Vote: Brittany Wood – Yes; Linda Graban – No; Amy Hart – Yes; Scott Walton – Yes; Cherie Faulkner – Yes; Heather Lander – Yes; Rachel Downs – Yes; Heather Grass – Yes
7 Approved; 1 Opposed; Motion Passed**

Consideration of revisiting Policy JFBC – Secondary School Tuition, to include expenditures for room and board: Motion by Rachel Downs with a second by Linda Graban to revisit as a Board, policy JFBC – Secondary School Tuition

Discussion: None

**Roll Call Vote: Brittany Wood – Yes; Linda Graban – Yes; Amy Hart – Yes; Scott Walton – Yes; Cherie Faulkner – No; Heather Lander – No; Rachel Downs – Yes; Heather Grass – Yes
6 Approved; 2 Opposed; Motion Passed**

Board Discussion regarding Policy JFBC – Secondary School Tuition: Rachel Downs questioned if students who attend MSSMA are still considered RSU 63 students. Superintendent Stoneton advised the State of Maine pays full tuition to this school and districts do not receive any funding. Discussion took place on how the district would decide what would be considered fair to pay and not fair to pay, as well as what position the district would be in financially if no funds are coming in from the state for reimbursement. No motion was made to reconsider or not reconsider the policy.

New Business: None

Personnel Actions:

Resignations/Retirements: Joseph Flanagan III, Part-time Custodian; Emily Havel, Ed Tech I; and Ryan Cahill, Ed Tech I.

Elections: None

Appointments: Ronald Paul, Bus Driver; Michael Connors, Ed Tech III; Emmanuel Miguel Ruiz; Custodian; Sarah Wood, Special Education Ed Tech II; Elizabeth Connors, 7/8 Math Teacher; Jillian Tweedie, Ed Tech I; Owen Cabral, 7/8 ELA Teacher; Mark Socoby, Special Education Teacher; Mary Johnson, Part-time Custodian; Keith Kennedy, Interim Transportation Coordinator.

Reassignments: Jessica Knights, Bookkeeper to Business Manager; Allison Blais, Ed Tech III Library Aide to Ed Tech III Regular Instruction; Rebecca Gideon, Special Education Ed Tech III to Ed Tech III Library Aide

Searches: Long Term Substitute Social Studies Teacher, Transportation Manager/Bus Driver, Assistant Cook (Holden), Assistant Cook (Holbrook), Speech Language Pathologist, Ed Tech II Title I/Elementary RTI, Spare Van Driver, and Spare Bus Drivers

Executive Session:

Motion by Amy Hart with a second by Rachel Downs to enter executive session for discussion of labor contracts pursuant to 1 M.R.S.A. § 405(6)(D) at 7:09pm.

Discussion: None

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

8 Approved; 0 Opposed; *Motion Passed*

Public Session resumed at 7:16pm

Actions Regarding Executive Session: Motion by Cherie Faulkner with a second by Linda Graban to approve the Teacher Collective Bargaining Agreement as presented for the period of 2025-2028, effective 9/1/2025.

Discussion: None

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

8 Approved; 0 Opposed; *Motion Passed*

Executive Session:

Motion by Cherie Faulkner with a second by Rachel Downs to enter executive session for discussion of labor contracts pursuant to 1 M.R.S.A. § 405(6)(D) at 7:19pm.

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 8:13pm.

Actions Regarding Executive Session: Motion by Amy Hart with a second by Linda Graban to approve a one year Superintendent sub agreement with AOS 47 for the 2025-2026 school year.

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*

Motion by Amy Hart with a second by Rachel Downs to suspend the search for an Interim Superintendent if AOS 47 approves the Superintendent sub agreement for the 2025-2026 school year.

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*

Adjournment: At 8:15pm, a motion by Heather Grass with a second by Brittany Wood 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

James Stoneton
Interim Superintendent

Shelley Wyman
Administrative Assistant

Jessica Knights
Business Manager

Bookkeeper

September 9, 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 September 22, 2025 at 6:30 p.m.

I hope you have had a wonderful start for the school year.

Our meeting will be brief by design. Our first order of business will be the executive sessions to conduct interviews. I will also be moving that meeting to 5pm to allow us to interview as many applicants as possible.

You will note that our only other order of business is the need to elect a representative and alternate to the MSBA Delegate Assembly. This role is the one that has the ability to vote at the state level for those who wish to have their voice heard in the different issues brought forward by the State School Board Association.

Respectfully submitted,

James Stoneton



RSU 63

Holbrook School

202 Kidder Hill Road

Holden, ME 04429

Office of the Principal

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

Michele Archambault, Acting Principal, AD marchambault@rsu63.org
Sarah Estes, School Counselor sestes@rsu63.org

Karen Everhart, Administrative Assistant keverhart@rsu63.org
Dawna Bickford, District Nurse dbickford@rsu63.org

Principal's Report Sep 9, 2025

Dear Members of the School Board,

I am pleased to report that the 2025/2026 school year has gotten off to a great start. Students and staff have been settling back into the school routine.

Holbrook welcomed students and parents to Open House on Monday, August 25th. It was a busy evening with students and parents meeting teachers and checking out classrooms.

School pictures will be taken Monday, September 15th starting first thing in the morning. There will as well be a makeup date announced later for this Fall.

The 8th grade will be attending the Cole Land Transportation Museum on Friday, September 12th to interview Veterans and tour the museum. The 8th grade students will be writing an essay on, "What Freedom Means to Me" after their interviews with the Veterans.

The 7th grade will be attending a field trip to the Penobscot River Keepers on September 24th to learn more about the history of the Penobscot River and clean up efforts. The students and staff will paddle the river to the wastewater treatment center.

Facilities: The facilities team worked actively over the Summer and the building looks fantastic! Mr. Kimball, Mr. Landry, and Ms. Fritz continue to work diligently each day to keep the Holbrook School cleaned and ready for our students and staff. The link was shared with staff if they have a custodial/maintenance request.

Holbrook students and staff would like to thank the following: Lander Group, Northeast Paving, Sargent Corporation, Airline Construction, Owen J. Folsom, Inc., Gardner Construction Enterprises, D.H. Grass, Deabay Physical Therapy and Golf Performance for the work and donations they gave to create the wonderful playground. It is very much appreciated!

Athletics: It has been a busy time for athletics. Students signed up for soccer and cross country at Holbrook the first few days of school. Mrs. Greenlaw worked to make sure that students had turned in their physicals or updated physicals as well as forms. There were no cuts to the soccer program this year with all students who had paper work completed and tried out making a team. The first soccer game of the year will be at Holbrook on Thursday, September 11th with games played with Wagner Middle School. Soccer is practicing on Mondays and Wednesdays from 3:30-5:00 with games home and away scheduled for Tuesdays and Thursdays this season. A big thank you to Mr. Smith and Mr. Welch for all that they do!

Cross Country is off and running with the first meet of the year being a home meet on Wednesday, September 10th. Holbrook will host Bucksport, Milford, Bangor Christian and Orrington. Snacks provided to all teams by Holbrook athletics and the cross country parents. Cross Country will start traveling to away meets on Wednesday, September 17th with a meet each week until mid-October. A big thank you to Mr. Whitney for all that he does to keep cross country running!

Winter sports season is not too far away. In the next few weeks signups will go out for players who are interested in trying out for the 2025-2026 basketball season.

Thank you for your continued support as we begin an exciting and educational year here at Holbrook!

Student Population:

5th Grade – 42

6th Grade - 48

7th Grade - 42

8th Grade – 37

Respectfully submitted,

Michele R Archambault



EDDINGTON ELEMENTARY SCHOOL

HOLDEN ELEMENTARY SCHOOL

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

590 Main Road | Holden, ME 04429 | P: 207-843-7828 | F: 207-843-4329

Stephanie McLean, *principal* smclean@rsu63.org
Kelly Smith, *secretary* kjsmith@rsu63.org
Dodie Smith, *social worker* dsmith@rsu63.org
Dawna Bickford, *school nurse* dbickford@rsu63.org

Stephanie McLean, *principal* smclean@rsu63.org
Heather Kiley, *secretary* hkiley@rsu63.org
Dodie Smith, *social worker* dsmith@rsu63.org
Dawna Bickford, *school nurse* dbickford@rsu63.org

Enrollment

Eddington

PreK: 32

K: 36

1st: 29

Total: 97

Holden

2nd: 55

3rd: 46

4th: 51

Total: 152

Dear Members of the School Board,

We have had a wonderful start to the school year! Students and staff are settling in beautifully. Routines are falling into place, and already we are seeing so many examples of patience, teamwork, and care—from both our staff and our families working alongside us.

We are also grateful for the strong turnout and support during our recent Open House, as well as for the generous donations families contributed to classrooms. Your partnership truly helps us create a safe, welcoming, and successful school environment. I am excited to share that our school has received several generous school supply donations. The RSU 63 PTG, along with the Courageous Steps Project (based in Stillwater, ME) and Bangor Federal Credit Union, partnered to provide supplies for our students. In addition, the Penobscot Chapter 374 AARP in Hermon donated supplies along with \$25.00 in cash. These contributions are making a direct and positive impact in ensuring students have what they need to thrive.

Our students are especially excited about our new positive behavior initiatives. They are earning “Catch Them Being Good” coins and pom-poms for meeting expectations and showing kindness, and many have proudly brought home Panther and Eagle stickers for going above and beyond. The enthusiasm around these initiatives has been inspiring to see!

We have also conducted two successful fire drills, using the warm September days to practice important safety procedures. Students are doing an excellent job learning expectations and taking these drills seriously.

Looking ahead:

- Our Life Skills Program will begin its YMCA swim program in Bangor on October 2.
- Our annual Cherrydale Fundraiser will officially kick off on September 19.
- Dental clinics will be held at Holden and Eddington schools on September 16 and 18, providing valuable care to children and families who may otherwise have difficulty accessing dental services.

Thank you, as always, for your partnership and support. We are looking forward to a successful and rewarding school year together.

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.

Director of Special Services Report September 2025

For the 2025-2026 school year, the Special Education Department is currently serving 216 students, broken down as follows:

Individualized Education Plans (IEPS)	130
504s	82
Currently in Referral Process	4
Total Number of Students	216

School/Level	IEPs	504s
High Schools	34	50
Holbrook	37	16
Holden	44	13
Eddington	15	3

Thank you to all for the warm welcome and continued support as I onboard into the role as Director of Special Services. I am grateful for collaboration from building administrators, teachers, support staff, caregivers, and most especially my administrative assistant. Our department is focused on student-centered decision making and strengthening relationships across our schools.

New and returning staff received start of the year training on IEP compliance, timelines and communication protocols. The special education team has been working to implement early proactive communication to caregivers regarding their students. There has been collaboration with the building principals to ensure timely responses to caregiver concerns.

We were required by the state to have a Manifestation Determination training by December 30, 2025 and that is already completed. I have also met with the Maine DOE in regards to our audit that was completed in the Spring and I have already begun to submit pieces of our Corrective Action Plan (CAP) to the DOE. As part of our CAP we are required to have some updated federal procedures that I am working with Mr. Stoneton to put in place. These are due by October 31, 2025 and I will have them ready for review by the October board meeting. I have also met with the Maine DOE regarding Alternative Assessments and we are in compliance.

Looking ahead, I will complete my first progress monitoring cycle and share summaries with the principals. I will be auditing IEP services vs. schedules for fidelity, and determining winter professional development focus.

Respectfully Submitted,

Krista Vining-Means
Director of Special Services

Sheila Caldwell
Director of Curriculum and Instruction
September 22, 2025 Board Report

ESEA Consolidated

ESEA Title Grants application has been submitted for the 2025-2026 academic year.

G5 funds for 2025-2026 and for previous years is available to RSU63 to be applied as any Title I-IV grant criteria.

Professional Training

I attended a training at Hamden Academy with the Literacy Leadership Institute on the Science of Reading and growth vs. fixed mindset and the impact mindset has on students' literacy gains. We explored best practice for teachers to promote students' learning and retention. We discussed fostering literacy and learning through a transformative, personalized, and empowering atmosphere and ways to help students recognize their own capacity for academic success.

I met many education leaders throughout the region and was introduced to a coordinator from the PREP who added me to the list serve to be invited to future meetings. She put me in touch with the Maine Curriculum Leaders Association, an organization RSU63 has been involved with in past years. I'm thrilled to make all these professional connections.

August 20th, 10 teachers and myself attended an IREADY training in Searsport, Maine. It was a positive learning experience that focused on the IReady math. I enjoyed sharing the day with new and returning staff and learning more about this interactive technology and the curriculum.

Curriculum

The physical materials for HMH ELA and IReady Math arrived to the district and have been delivered to the schools and grade level classrooms. Teachers are starting the year with new student workbooks, digital access to instructional resources, and the necessary teaching materials.

IReady required some set up of new staff, students, and rosters. I've spent time enrolling everyone into the online platform, creating accounts for new students and staff, rosters for the teachers, and grade level math and reading groups. As well, I set the diagnostic testing windows for the year—fall, winter, spring—navigating around NWEA testing.

I continue to meet with the reps from HMH and IReady to learn about the technology, the content, and the teacher resources of these programs. These are very dense resources and provide an abundance of resources and information. I want to help teachers build appropriate scope and sequence and pacing for their students and understand the data to inform instruction.

Assessments

I shared The Qualitative Reading Inventory (QRI) with Ashley Perry, Michele Archambault and Stephanie McLean as a reading assessment tool. This was in response to teacher feedback for a more user-friendly reading inventory. The QRI is easy to administer and provides useful data about students' reading struggles. We are considering introducing this to teachers to administer to student referred to MTSS.

I paused DIBBLES and Running Records as district assessments and opted out of a winter NWEA testing to minimize testing time and maximize instruction time throughout the district.

Maine has guidance for Dyslexia Screening, and IReady's Reading Diagnostic has a dyslexia screener imbedded in the diagnostic. Teachers assign 1-1 Literacy Tasks when IReady ELA Diagnostic data indicates a below grade level range in Phonemic Awareness and the Phoneme Domains. IReady data gives us the progress monitoring component necessary to targeted reading instruction.

The fall IREADY reading and math diagnostic testing (9/2-9/15) is behind us and we have a snap shot of student levels in reading and math. Fall NWEA testing window (9/15-10/24) will provide a second data points in both content areas.



George Cummings
Technology Coordinator
p: 207.843.4316
e: gcummings@rsu63.org
www.rsu63.org

To: RSU 63 Board of Directors
From: George Cummings
Date: September 10, 2025
Re: Monthly Report

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

Student Device Rollout

On August 29, Chromebook laptops were distributed to all students in grades 5–8. A total of 171 devices were inventoried and assigned to Holbrook students.

Maine Through Year Assessment

The NWEA fall testing window for students in grades K–2 and the Maine Through Year Assessment for students in grades 3–8 will be open from September 15 to October 3. Administered online in both fall and spring, these assessments align with Maine's Common Core State Standards and fulfill federal assessment and accountability requirements. Results will help monitor student progress, guide instructional planning, ensure alignment with district and state performance expectations.

Student Data Management and Support

Support continues for secretaries, teachers, and principals in addressing various Infinite Campus questions and issues that have arisen at the start of the school year. As October 1 approaches, preparation is underway to test and upload student demographic, attendance, behavior, and enrollment data to the Maine Department of Education (MDOE) student information system. The MDOE requires these data submissions on October 1, January 1, April 1, and July 1. To be accepted for verification, Infinite Campus data must align precisely with MDOE data requirements and formats, which presents ongoing challenges when reconciling information between the two systems. To ensure accuracy and compliance, data validation checks are conducted prior to submission, and staff support is in place to ensure accuracy across reporting periods.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'George Cummings', is located below the text 'Respectfully submitted,'.

September 2025 Board Report

Ryan Porter – Facilities/Maintenance Manager

Holbrook:

We have been busy on trying to determine where the “new” entrance should go and what ground work needs to be done to meet those needs. I am meeting with Carpenter Associates in the near future to discuss all of those things and to make sure it is feasible to hopefully move forward. Been busy catching up on misc. projects. Dishwasher needed a new gasket for the drain which was installed. Changed and dated all of the ERV filters on the roof and in the hall.

Holden:

The AC in room #39 stopped working. I removed the wall unit and installed a portable AC unit, which we had a little over a year, to find out it is not blowing cool air. The child that is in that room needs to have it because of his condition. We are in the process of purchasing a new portable unit so we can meet his needs and it will go with the student next year as he moves to Holbrook.

Kitchen faucet handle was not closing all the way, took it out and repaired it. Window for room #25 was installed. #38 bathroom will need a new toilet which I will buy and install in the near future.

Eddington:

We hired a new evening custodian for the Eddington School. As of now, RSU63 custodial staff is full.

Changed the window balance in room #123. It was very hard to open. Called the Eddington Code Enforcement Officer about finding out if we can install a wooden Gazebo in the Pre-K area playground for shade. We need to know if and/or how the structure will have to be anchored or if we can have it at all.

Boiler # 1 over flow valve was constantly leaking water. Mechanical Services came over to fix the issue. While they were there, they noticed that our expansion tank needs to be replaced as the bottom is rotting out and we don't want it to fall over. I am trying to see if this is something we can limp by with until we find out an answer to the consolidation issue. Even if we can secure it somehow to get us by. The project has a quote for about \$5700, that was not budgeted for. I don't want to sink money into repairs if the potential is there to close the school. If Mechanical Services tell us no, then we will have no choice but to comply.

Water fountain in the hall needed to have the GFCI outlet replaced. It kept kicking out. I replaced the outlet with a new one. The drain was also heavily backed up. I removed the trap underneath and cleaned and inspected the pipes. They were clean so I put everything back together and poured Drano. After a couple of applications, the clog broke free and is working as it should.

Toilet was rocking in the girl's handicap stall. I removed the toilet. The toilet flange was rusted through and had to be replaced. I installed the new flange along with the toilet and is sturdy and working as it should.

MISC:

With the new phone system upgrade that happened over the summer, we have to also install some new parts for our security system for the Holden & Eddington School for it to function properly. We are having problems with entering new codes/passwords for new staff. Northstar Protection cannot access them to make these changes which leaves me using out loaner code for multiple people until this gets resolved.

Overall, things are going OK. Just very busy with the start of the new school year and getting people adjusted to their new environments and accommodating their needs.



Regional School Unit 63 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.

James Stoneton
Superintendent of Schools

Jessica Knights
Business Manager

Date: September 15, 2025
From: Jessica Knights
RE: September Board Report

- Our Business Office has been incredibly busy with the start of the new school year! We have had a number of new staff join our district, and while any transition can bring its own challenges, I feel we are all navigating this journey successfully.
- We have started work on the FY25 audit preparations.
- We have also had an intern in the office, gaining some valuable experience in the Bookkeeper role. It has been a great opportunity for all involved.
- Our district secured a new school bus this month, which will replace one of the older models.
- Holbrook playground also has some amazing new equipment that the kids seem to be enjoying! I know a lot of work went into both the fundraising and logistics of this process, and it is very much appreciated.

Nutrition

- Everyone seems to be adjusting well to their new roles.
- We had initially advertised for both full time, and part time positions but after speaking with the staff, we feel that filling only the full time role would meet the needs of everyone. This person could split their time between schools, as well as act as a substitute cook when needed.
- The cooks attended training in Hermon in August, which fulfills their mandatory hours of annual training.
- As the new Food Service Director, I attended a CNP training in Augusta, September 11th.

REPORTS

- Reports completed this month in the business office; MePERS, annual CNP financial report, Federal reimbursement invoicing.

MSAD63 Warrant Article Summary Financial YTD

Account Number / Description	Revised Budget 7/1/2025 - 6/30/2026	Current Period 8/1/2025 - 8/31/2025	Reported Period 7/1/2025 - 6/30/2026	Encumbrances 7/1/2025 - 6/30/2026	Amount Remaining 7/1/2025 - 6/30/2026	Percent Remaining 7/1/2025 - 6/30/2026	Last Year Period 7/1/2024 - 6/30/2025
Subtotal Regular Instruction	\$3,269,570	\$117,066	\$363,878	\$31,785	\$2,873,907	88%	\$2,709,993
Subtotal REg 9-12	\$3,295,685	\$0	\$0	\$0	\$3,295,685	100%	\$3,295,298
Subtotal Special Education	\$2,033,132	\$65,340	\$147,721	\$27,843	\$1,857,568	91%	\$1,570,689
Subtotal Staff & Student Sppt	\$821,826	\$54,301	\$203,020	\$5,246	\$613,560	75%	\$651,847
Subtotal Facilities	\$1,319,108	\$66,317	\$231,773	\$189,951	\$897,384	68%	\$1,744,655
Subtotal Transportation	\$686,880	\$22,779	\$113,930	\$29,119	\$543,831	79%	\$569,518
Sub Total Trans to Other Units	\$0	\$0	\$52	\$0	\$(52)	---	\$2,332
Subtotal System Administration	\$554,954	\$17,725	\$107,595	\$13,472	\$433,887	78%	\$495,056
Subtotal School Administration	\$582,528	\$25,020	\$73,344	\$1,843	\$507,341	87%	\$453,291
Subtotal Other Instrn	\$80,584	\$0	\$1,507	\$4,350	\$74,727	93%	\$62,262
Subtotal All Other	\$50,000	\$0	\$11,541	\$0	\$38,459	77%	\$0
Total Expenses	\$1,268,066	\$42,745	\$193,987	\$19,665	\$1,054,414	83%	\$1,010,609
Net Revenue over Expense	\$12,694,267	\$368,548	\$1,254,361	\$303,609	\$11,136,297	88%	\$11,554,941
Subtotal CTE	\$0	\$0	\$0	\$0	\$0	---	\$0
TOTAL ALL EXPENSES	\$0	\$0	\$0	\$0	\$0	---	\$0



Shelley Wyman <swyman@rsu63.org>

Fwd: Regional School Board Meeting Overview

James Stoneton <j.stoneton@aos47.org>
To: Shelley Wyman <swyman@rsu63.org>

Wed, Sep 17, 2025 at 8:13 AM

Good morning Shelley,

Please see report from Rachel below. Let's add that to the Board Packet.

Thank you,

James

----- Forwarded message -----

From: **Rachel Downs** <rdowns@rsu63.org>
Date: Wed, Sep 17, 2025 at 7:43 AM
Subject: Regional School Board Meeting Overview
To: James Stoneton <j.stoneton@aos47.org>, Scott Walton <swalton@rsu63.org>

Good morning,

I attended one of the Regional School Board Meetings last week and wanted to share a brief overview of key highlights:

- **Introduction of New Leadership:** Eric Waddell, the new MSMA Executive Director, provided an introduction and shared his professional background.
- **District Facilities Update:** The Saco School District announced they are breaking ground on a new school building.
- **Cell Phone Policies:** Several districts have recently implemented cell phone bans. These policies have been received more positively than anticipated.
- **Legislative Requirement:** By **August 1, 2026**, all districts will be required to adopt a cell phone use/ban policy in compliance with state statutes. A sample policy will be available in the statewide policy database for districts to reference.
- **Board Resolutions:** The resolutions distributed to board members were reviewed and will be voted on at the upcoming MSBA Fall Conference. We had the opportunity to ask questions about suggested changes.
- **Budget Collaboration:** Discussion emphasized the value of involving town selectmen in the budget process to improve transparency, foster understanding, and encourage dialogue throughout the decision-making process.
- **Meeting Adjournment:** The meeting concluded at 7:30 p.m.

Respectfully,
Rachel Downs

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James Stoneton II, Ed.D.
Superintendent of Schools
AOS 47 School District, Airline, Dedham & Orrington
19 School Street
Orrington, ME 04474
Telephone 825-3364
Fax 825-3393

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Purpose of the MSBA Delegate Assembly

Governance and policy decisions affecting MSBA are dealt with at the Delegate Assembly. The importance of each School Board being represented at the Delegate Assembly cannot be overstated. The following information about the Delegate Assembly is to inform your School Board of the importance of electing a delegate.

According to Article VIII of the Constitution, the Delegate Assembly is the policy making body of the Association. The Delegate Assembly has four specific powers.

1. It adopts resolutions that express the beliefs and purposes of the Association.
2. It transacts such other business as presented to it prior to the opening of the Delegate Assembly by any delegation or the Executive Board of Directors.
3. It elects the Officers and Executive Board of Directors.
4. It may adopt amendments to the Constitution.

According to Article V of the Constitution, the Association is governed by the Executive Board of Directors. The Board is comprised of Regional Directors and At-Large Directors.

The Delegate Assembly consists of one voting delegate for each member district. In order to be an official delegate, the member School Board must report the name of the elected delegate and alternate prior to the Assembly. (See Delegate Form for actual date.)

The resolutions adopted at the Delegate Assembly are an expression of the Assembly's views regarding various issues and define the Association's position on legislative proposals.

As the Officers and Board of Directors approach any legislative session, it is crucial that they represent the Association's members. Make your local Board's voice heard and send a delegate to the MSBA Delegate Assembly held virtually this year, on Saturday, October 18, 2025.

**CERTIFICATION OF SCHOOL BOARD REPRESENTATIVE
TO THE DELEGATE ASSEMBLY OF THE
MAINE SCHOOL BOARDS ASSOCIATION
49 Community Drive
Augusta, Maine 04330
Email: msba@msmaweb.com Fax: 626-2968**

Region # (I – IX) _____

Name of School Board: _____

Signed: _____
(Chair or Superintendent of Schools)

Telephone # in case of questions: _____ Ext. _____

Name of Representative: _____
(Please **print** if handwritten)

Email address for Delegate: _____

Name of Alternate: _____
(Please **print** if handwritten)

Email address for Alternate _____

Meeting Date Voted to be Delegate: _____

NOTE: September 2025 MSBA Regional Meetings will be devoted to discussion/review of the 2025 MSBA Resolutions. If delegates can be selected by your Board prior to the September regional meetings and can attend that remote meeting, it would be ideal. (See attached list of meeting dates.)

The Delegate Assembly will be held virtually, at 9:30 a.m. on Saturday, October 18, 2025. Please complete and email to Debbie Swift dswift@msmaweb.com or fax to 626-2968 by October 10, 2025. Submission of your delegate's name does not automatically register them for the Fall Conference. Therefore, please be sure to register your delegate for the Fall Conference through your Superintendent's office. (Registration materials will be coming soon.)

52nd ANNUAL MSMA FALL CONFERENCE
AUGUSTA CIVIC CENTER
October 23 - 24, 2025

A G E N D A

THURSDAY, OCTOBER 23

7:30 - 4:00	REGISTRATION <i>A.M. Continental Breakfast</i>	Lobby
7:30 - 8:00	VENDOR VISITS	Main Auditorium
8:00 - 8:15	WELCOME and INTRODUCTIONS	Main Auditorium
8:15 - 9:30	KEYNOTE SPEAKER: MSMA is pleased to announce this year's Fall Conference Speaker: Joe Sanfelippo. Joe has served as an elementary teacher, counselor, coach, and superintendent. He has authored several books and in 2019, <i>Education Dive</i> named him their <u>National Superintendent of the Year</u> . Keynote Description: <i>Lead From Where You Are: "I'm just..." It's a phrase we hear all the time: I'm just a teacher; I'm just an assistant principal; I'm just a tech director; I'm just a custodian. The list goes on and on and is always followed by reasons something CAN'T happen. Leadership is not a title; it's an action, and it starts from within. Identifying leadership traits in yourself changes your mindset when thinking about leading those around you.</i>	Main Auditorium
9:40 - 10:40	CLINICS I	
10:50 - 11:50	CLINICS II	
12:00 - 1:00	LUNCH/VENDOR VISITS: ENTERTAINMENT, MSBA AWARDS	Main Auditorium
1:10 - 2:10	CLINICS III	
2:20 - 3:20	CLINICS IV	
3:30 - 5:30	RECEPTION – VENDOR VISITS <i>Visit the exhibitors, mingle with other attendees, enjoy refreshments and music by Belmont Radio! GREAT DOOR PRIZES donated by our exhibitors!!! You must be present to win a prize.</i>	Main Auditorium

FRIDAY, OCTOBER 24

7:30 - 11:00	REGISTRATION <i>A.M. Coffee/Tea and light snacks</i>	Lobby
8:00 - 9:00	CLINICS V	
9:10 - 10:10	CLINICS VI	
10:10 - 11:40	BRUNCH: INTRODUCTION of OFFICERS/SCHOOL BOARD SERVICE AWARDS ENDNOTE SPEAKER: Angela Marzilli, Curriculum Director and Professional Learning Facilitator, Day of AI Endnote Description: <i>Every Assignment is an AI Assignment: In this short keynote, Angela Marzilli will help participants reflect on the ways roles of students and educators are changing with the use of AI and how even young students can begin to develop the skills they will need to engage with AI safely and productively.</i>	Main Auditorium
11:50 - 12:50	CLINICS VII	
1:00 - 2:00	CLINICS VIII	

NOTE: Our Thursday, Keynote Speaker Presentation is from 8:15 a.m. – 9:30 a.m. Visit our vendors in the Main Auditorium and register for Door Prizes to be awarded Thursday (3:30 p.m.).

BOARD CHAIR WORKSHOP



WHEN

October 22, 2025—2:00-4:30 p.m.

WHERE

In Person, Augusta Civic Center

WHO SHOULD ATTEND

Board Chairs, Vice Chairs, and Aspiring Chairs

JOIN US FOR

- Collaboration with others in similar positions
- Guidance/Refresher on Role of the Board Chair
- Board Governance through the eyes of the Chair
- Board Learning/Growth led by the Chair

MUST REGISTER TO ATTEND

REGISTRATION FEE
\$50 per participant or \$80 for joint registration of Chair & Vice Chair. \$110 for three registrants

REGISTRATION DEADLINE:

October 14, 2025

FACILITATED BY

Eric Waddell,
MSMA Executive Director

Faye Anderson,
MSBA President

Joe Long,
MSBA President-Elect

BOARD CHAIR WORKSHOP

Name: _____ Title: _____

Email: _____

Name: _____ Title: _____

Email: _____

Name: _____ Title: _____

Email: _____

School Unit: _____ Amount to be *Invoiced: \$ _____

Please mail/email/fax registration forms to:
MSMA, 49 Community Drive, Augusta ME 04330 or msma@msmaweb.com or fax: 626-2968

*You will receive an invoice AFTER the Board Chair Workshop. Please do not pre-pay.

52nd Annual MSMA Fall Conference Registration Info

MSMA <msma@msmaweb.com>
 Reply-To: MSMA <msma@msmaweb.com>
 To: Shelley Wyman <swyman@rsu63.org>

Tue, Sep 16, 2025 at 12:03 PM



TO: Superintendents, Assistant Superintendents and CTE Directors

RE: 52nd ANNUAL MSMA FALL CONFERENCE—OCTOBER 23 & 24, 2025

It is time to register for the 52nd Annual MSMA Fall Conference! We are very pleased with the speakers, number and content of clinics, and new and returning exhibitors.

Linked here are the [Agenda](#), a list of [Preliminary Clinic Titles](#), and [Hotel Information](#) for those individuals needing lodging. (A schedule showing clinic titles along with days and times will be sent as soon as it becomes available.)

“Innovate to Elevate: Unlocking Student Achievement” is the theme of this year’s Fall Conference to be held on Thursday and Friday, October 23 and 24, at the Augusta Civic Center. The two days being planned will be informative and inspiring. Highlights include the following:

KEYNOTE: Joe Sanfelippo: *Lead From Where You Are*

Keynote Description:

“*I’m just...*” It’s a phrase we hear all the time: I’m just a teacher; I’m just an assistant principal; I’m just a tech director; I’m just a custodian. The list goes on and on and is always followed by reasons something CAN’T happen. Leadership is not a title; it’s an action, and it starts from within. Identifying leadership traits in yourself changes your mindset when thinking about leading those around you. Part of our responsibilities as leaders is to identify leadership traits in others. The opportunities are endless for those who choose to lead. It’s our job to find those traits, focus our efforts on growth opportunities, and foster an environment where everyone has a chance to lead.

A little more about Joe:

Dr. Joe Sanfelippo recently retired after spending the last 26 years in the building and the final 12 as the Superintendent of the Fall Creek School District in Fall Creek, WI. The Fall Creek School District was named an Innovative District by the International Center for Leadership in Education

twice during that time. Joe holds a BA in Elementary and Early Childhood Education, an MS in Educational Psychology, an MS in Educational Leadership, and a Ph.D. in Leadership, Learning, and Service. He was selected as 1 of 117 Future Ready Superintendents and 1 of 50 Superintendents as a Personalized Learning Leader by the US Department of Education. Education Dive named Joe their [National Superintendent of the Year in 2019](#). Click [here](#) to read more about Joe.

Other highlights include:

More than 50 clinics will be offered this year, as well as recognition of years of board service and awards of the Maine School Boards Association. Lunch entertainment on Thursday will be provided by Camden Hills Regional High School Band and Jazz Ensemble. Take time to visit over 50 vendors to see the latest products, publications, technologies, and services for use in your buildings, board meetings, classrooms, and offices. Sign up to win fabulous door prizes and be sure to attend the MSMA reception on Thursday, starting at 3:30 p.m. Winners will be announced, light refreshments will be served and we will have music from Belmont Radio!

ENDNOTE: Angela Marzilli, Day of AI: *Every Assignment is an AI Assignment*

Endnote Description:

Welcome to the 2025 school year, where AI is creating our latest “calculator moment” - in every discipline, every class, every assignment. Artificial intelligence is here - in our cars, in our homes, in our schools - and it isn’t going away. So how do we make sure our students are learning what they need to learn to become ethical, productive, proficient users of AI? How do we make sure AI is enhancing and not getting in the way of learning in other disciplines? And how do we make sure students are making and valuing human connections in the age of chatbots and personal assistants? In this short keynote, Angela will help participants reflect on the ways roles of students and educators are changing with the use of AI and how even young students can begin to develop the skills they will need to engage with AI safely and productively.

A little more about Angela:

Angela has spent her career as an educator in southern Maine. She started out as a teacher of gifted math students in grades 3-8 and then moved on to be an elementary school classroom teacher in grades 3, 4, and 5. Angela is currently the Prek-12 STEM Coordinator in a public school district in southern Maine, where she focuses on professional learning in science, math, engineering, and project-based learning.

****REGISTRATION PROCESS****

Registration for the Fall Conference should be made through the Superintendent’s Office. Instructions for registering online are linked at the bottom of this email.

*Purchase orders only, please - no prepayments will be accepted. The registration fee for Fall Conference is \$330/person and your District will be billed after the Conference.

*Student Board Members are encouraged to attend the Conference. The cost is just \$25/day - to cover the cost of meals only. **Please choose “Student Board Member Registration-Thurs” and/or “Student Board Member Registration-Fri” as well as lunch and/or brunch for each day. If your student board member is not listed, please add them to the portal.**

*The registration fee for Presenters is waived. **Please notify us if you are registering an individual who is presenting and we will waive their registration fee.**

The MSMA staff is looking forward to seeing you on October 23rd and 24th!

Please contact Angie Audette via email at msma@msmaweb.com with any registration questions.

[Online Registration Instructions](#)



Maine School Management Association ♦ 49 Community Drive, Augusta, ME 04330 ♦ Tel. (207) 622-3473 ♦
www.msmaweb.com

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HOTEL INFORMATION

Maine School Superintendents Association Annual Meeting - October 22, 2025
and
Maine School Management Association Annual Fall Conference - October 23-24, 2025
Augusta Civic Center, Augusta, Maine

Listed below you will find some of the local area hotels. Please call the hotel directly or use the online links to make your reservation, and please book EARLY. We cannot guarantee room rates or availability.

[Best Western Civic Center](#)

110 Community Drive
Augusta, Maine 04330
Telephone: (207) 622-4751

\$139.00 Limited rooms are available on a first come-first served basis*

*Please call or use the online link below to reserve a room at this special rate and mention MSMA Fall Conference.

Online reservation link: https://www.bestwestern.com/en_US/book/hotel-rooms.20023.html?groupId=Q26JB6P9

[Fairfield Inn & Suites - Marriott](#) *(less than a mile from ACC)*

14 Anthony Avenue
Augusta, Maine 04330
Telephone: (207) 623-2200

\$139.00 *Please book by October 1st to request discounted rate and for best availability.
(Includes complimentary hot breakfast)

*Please call to reserve a room at this special rate and mention the **Maine School Management Association Group Block Rate**.

[Maine Evergreen Hotel](#)

65 Whitten Road
Augusta, Maine 04330
Telephone: (207) 622-3776

\$139 (Timberline Standard Room) or \$159 (Katahdin Upgraded Suite)
Limited rooms are available on a first come-first served basis
(Complimentary full hot continental breakfast buffet, WIFI and onsite Fitness Center)

Reserve via online link: <https://www.choicehotels.com/reservations/groups/OA76J6> or by calling the hotel directly and asking for the MSMA Fall Conference October 22-24, 2025.

[Hampton by Hilton Augusta](#)

338 Western Avenue
Augusta, Maine 04330
Telephone: (207) 622-4077

\$159.00 *Please book by October 2nd to request discounted rate and for best availability.
(Includes complimentary hot breakfast)

Calling In: If guests would like to call in and make reservations at our Hampton Inn Augusta, please dial (207) 622-4077 and ask to make a reservation at the "Maine School Management Association Group Block Rate" for the dates they're coming in and our Front Desk Agents will be more than happy to assist your guests with their reservations!

Booking Online: If guests would like to book online at the Hampton Inn Augusta, please click the link below, choose the check in/check out date and that will bring you to our hotels website and to the Maine School Management Association Group Block Rate!

[Maine School Management Association - Online Booking Link @ Hampton Inn Augusta](#)

[Comfort Inn Civic Center](#)

281 Civic Center Drive
Augusta, Maine 04330
Telephone: (207) 623-1000

call for available rates

[Homewood Suites by Hilton](#)

377 Western Avenue
Augusta, Maine 04330
Telephone: (207) 480-2050

call for available rates

[Senator Inn & Spa](#)

284 Western Avenue (at Interstate 95)
Augusta, Maine 04330
Telephone: (207) 622-5804

call for available rates