

**REGULAR MEETING OF RSU NO. 5 BOARD OF DIRECTORS**  
**WEDNESDAY- SEPTEMBER 9, 2026**  
**FREEPORT HIGH SCHOOL - LIBRARY**  
**6:30 P.M. REGULAR SESSION**  
**AGENDA**

1. Call to Order:

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

2. Attendance:

\_\_\_ Karen Breer

\_\_\_ Christopher Savaiano

\_\_\_ Colin Cheney

\_\_\_ Kelly Sink

\_\_\_ Anna Child

\_\_\_ Anne Ware

\_\_\_ Melissa Jordan

\_\_\_ Valerie Williams

\_\_\_ Kara Kaikini

\_\_\_ Stephanie Worth

\_\_\_ Michelle Ritcheson

\_\_\_ Maria Abbatemarco, Student Representative

\_\_\_ Moon Tussing, Student Representative

3. Pledge of Allegiance:

4. Consideration of Minutes: (5 Minutes)

- A. Consideration and approval of the Minutes of August 26, 2026 as presented barring any errors or omissions.

Motion: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ Vote: \_\_\_\_\_

5. Adjustments to the Agenda:

6. Good News & Recognition: (10 Minutes)

- A. Report from Board's Student Representative

7. Public Comments: (10 Minutes)

8. Reports from Superintendent: (15 Minutes)

- A. Superintendent's Report
1. Opening of School
  2. Summer Resignations and Staff Hires
  3. Systems and Sustainability Update

9. Administrator Reports:

None

10. Board Comments and Committee Reports:

None

11. Policy Review:

None

12. Unfinished Business:

- A. 2026-2027 Board Work Plan (10 Minutes)
- B. Consideration and approval of the RSU5 District Goals for 2026-2027 (10 Minutes)

Motion: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ Vote: \_\_\_\_\_

13. New Business:

- A. FY27 Budget Timeline (5 Minutes)

14. Personnel:

None

15. Public Comments: (10 Minutes)

16. Executive Session:

- A. Consideration and approval to enter into Executive Session as outlined in 1 M.R.S.A § 405(6)(A) for the purpose of discussing the Superintendent's evaluation.

Motion: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ Vote: \_\_\_\_\_

Time In: \_\_\_\_\_ Time Out: \_\_\_\_\_

17. Action as a Result of Executive Session:

18. Adjournment:

Motion: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ Vote: \_\_\_\_\_ Time: \_\_\_\_\_

**RSU No. 5 Board of Directors Meeting  
Wednesday, August 26, 2026 - 4:00 p.m.  
The Smith Center at Wolfe's Neck - Forest Room  
Meeting Minutes**

Item #4.A.

(NOTE: These Minutes are not official until approved by the Board of Directors. Such action, either to approve or amend and approve, is anticipated at the September 9, 2026 meeting).

**1. CALLED TO ORDER:**

Chair Michelle Ritcheson called the meeting to order at 5:02 p.m.

**2. MEMBERS PRESENT:** Karen Breer, Colin Cheney, Anna Child, Melissa Jordan, Kara Kaikini, Michelle Ritcheson, Christopher Savaiano, Kelly Sink, Anne Ware, Valerie Williams, Stephanie Worth.

**MEMBERS ABSENT:** None

**3. PLEDGE OF ALLEGIANCE:**

**4. CONSIDERATION OF MINUTES:**

A. **VOTED:** To approve the Minutes of July 1, 2026.  
(Worth - Williams) (11 - 0)

**5. ADJUSTMENTS TO THE AGENDA:**

None

**6. GOOD NEWS AND RECOGNITION:**

None

**7. PUBLIC COMMENT:**

None

**8. REPORTS FROM SUPERINTENDENT:**

None

**9. ADMINISTRATOR REPORTS:**

None

**10. BOARD COMMENTS AND COMMITTEE REPORTS:**

None

**11. POLICY REVIEW:**

None

**12. UNFINISHED BUSINESS:**

None

**13. NEW BUSINESS:**

- A. Board of Directors Member Code of Ethics - Acknowledgement
- B. 2026-2027 Board Meeting Dates

- C. 2025-2026 Board Self-Evaluation
- D. District Goals for 2026-2027 - Draft
- E. Board Work Plan for 2026-2027 - Draft
- F. **VOTED:** To approve Stephanie Worth as delegate and Melissa Jordan as alternate to the Maine School Boards Association Annual Delegate Assembly. (Cheney – Williams) (11 - 0)

**14. ORGANIZATIONAL BUSINESS:**

- A. **VOTED:** To add, delete, or consolidate committees and make annual appointments. (Savaiano – Kaikini) (11 – 0)
  - 1. Negotiations
    - Professional - Savaiano, Ware, Ritcheson
    - Support - Child, Ritcheson
  - 2. Policy - Cheney, Kaikini, Savaiano
  - 3. Finance - Ritcheson, Savaiano, Sink
  - 4. Strategic Communications Committee - Kaikini, Sink, Worth
  - 5. Facilities and Operations - Jordan, Ritcheson, Sink
  - 6. Stipend Review Committee - Kaikini, Worth
  - 7. Maine Region 10 Technical High School Board - Cheney, Williams
  - 8. Dropout Prevention Committee - Worth
  - 9. Freeport Cable TV Board - Kaikini
  - 10. Wellness Committee - Child
  - 11. Diversity, Equity, Inclusion and Belonging - Worth, Williams
  - 12. Curriculum and Program Development - Breer, Child, Ware

**15. PERSONNEL:**

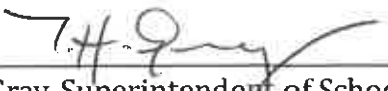
None

**16. PUBLIC COMMENT:**

None

**17. ADJOURNMENT:**

**VOTED:** To adjourn at 8:09 p.m. (Sink – Worth) (11 – 0)

  
\_\_\_\_\_  
Tom Gray, Superintendent of Schools

**Summer Staff Hires**

Jule Whelan, FMS .4 Spanish Teacher (now full time)  
Taylor Messerman, MSS PreK Teacher  
Tim Grivois, FHS Principal  
Jennifer Lane, MLS 3rd Grade Teacher  
Emily Stinson, PES 2nd Grade Teacher  
Gillian Collet, MLS Special Education Teacher  
Stephanie Allen, PES 1st Grade Teacher  
Jana Boody-Billings, FHS Social Studies Teacher  
Jessica Norman, FHS Administrative Secretary  
Karin Kamm, District Computer Technician  
Colette Kinkade, MSS Ed Tech  
Colleen Smith, MLS Ed Tech  
Zach Paquette, MLS Ed Tech  
Kimberly Campbell, DCS Ed Tech  
Andrew Chasse, FHS Ed Tech  
Theresa Amos, MSS Ed Tech  
Patrick Abedi, MLS Ed Tech  
Emilie Way, MSS Ed Tech  
Valeska Hornschild-Bear, FMS Office Secretary  
Jacquelyn Gilligan, MSS Kitchen Manager

**Resignations**

Archie Dunbar, Bus Driver  
Karin Kamm, FHS Administrative Secretary  
Sara Davis, FHS World Language Teacher  
Max Pusifer, DCS Ed Tech  
Lauren Kallis, MLS Ed Tech  
Scott Jelescheff, FHS Ed Tech  
Olivia Glatte, MSS Kindergarten Teacher  
Nate Walrath, FHS Ed Tech

**2026-2027 RSU5 Board Work Plan**  
**9/9/26**

**August 26, 2026 Retreat**

Review Board Self-Evaluation  
District Goals for 2026-2027  
Code of Ethics (review/sign)  
Delegate & Alternate for MSMA Fall Conference  
Organizational Business - Committees  
Board Work Plan for 2026-2027

**September 9, 2026**

Budget Timeline  
Board Vote on 2026-2027 District Goals  
Final Work Plan for 2026-2027  
Systems & Sustainability Update (Supt. Report)  
Executive Session - Set Supt's Performance Goals

**September 23, 2026**

MSS Update  
MSS Goal Review  
MSMA Fall Conference Information  
MSMA Resolutions  
Overview of RSU5's Instructional Practices - Math & Literacy Policies

**October 7, 2026**

FMS Update  
FMS Goal Review  
FHS Update  
FHS Goal Review  
FHS Scholarship Foundation Update (President of Board)  
Update on Cell Phone Implementation (Tim, Pam and Kate)  
Community Programs Report/Goal Review  
Plan Approval of Tennis Courts

**October 21, 2026 @ PES**

PES Update  
PES Goal Review  
Policies  
Early Childhood Cohort 3 Update (Donna Casavant)  
Overview of RSU5's Assessment Practices - Math & Literacy

**November 4, 2026**

MLS Update  
MLS Goal Review  
Facilities Dept. Capital Improvement Plan Report/Goal Review  
Transportation Department Report/Goal Review  
Superintendent's FY28 Budget Preview *(All Admins attend all budget meetings)*

**November 18, 2026 @ DCS**

DCS Update  
DCS Goal Review  
Nutrition Department Report/Goal Review  
Athletics Department Report/Goal Review  
Board Committees (due to Freeport election, if needed)  
Policies

|                             |                                                                                                                                                                                                                             |
|-----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>December 9, 2026</b>     | Instructional Support Department Report/Goal Review<br>Technology Department Report/Goal Review<br>The Role of Technology in Teaching and Learning in RSU5<br>Policies<br>Systems and Sustainability Report Out             |
| <b>January 13, 2027</b>     | Strategic Plan Update<br>District Scorecard<br>2027-2028 School Calendar (1 <sup>st</sup> Read)<br>FHS Program of Studies (Tim Grivois)<br>Discuss Systems and Sustainability Report<br>Weighted Values Tool                |
| <b>January 27, 2027</b>     | Superintendent's Proposed FY28 Budget - Presented<br>2027-2028 School Calendar (2 <sup>nd</sup> Read)<br>Interim Progress on District Goals<br>Executive Session - Interim Progress on Supt's Performance Goals<br>Policies |
| <b>February 3, 2027</b>     | Review of FY28 Superintendent's Proposed Budget                                                                                                                                                                             |
| <b>February 10, 2027</b>    | Review of FY28 Superintendent's Proposed Budget                                                                                                                                                                             |
| <b>February 24, 2027</b>    | Review of FY28 Superintendent's Proposed Budget: Region Ten,<br>Nutrition, Community Programs<br>Executive Session on Administrator Contracts<br>Policies                                                                   |
| <b>March 10, 2027</b>       | Review of FY28 Superintendent's Proposed Budget<br>Board Deliberations on Budget                                                                                                                                            |
| <b>March 17, 2027</b>       | Review of FY28 Superintendent's Budget<br>Public Input on Budget<br>Board Deliberations on Budget                                                                                                                           |
| <b>March 24, 2027</b>       | Public Input on Budget<br>Adopt FY28 Superintendent's Proposed Budget<br>Policies                                                                                                                                           |
| <b>April 7, 2027 @ DCS</b>  | 6:00 - 6:30 p.m. Q&A on FY28 Board Adopted Budget<br>Update from DCS<br>Signing of Warrants for ABM & Referendum<br>Migration of Students<br>Executive Session (just Board) - Superintendent's Eval. Process                |
| <b>April 28, 2027 @ PES</b> | 6:00 - 6:30 p.m. Q&A on FY28 Board Adopted Budget<br>Update from PES<br>Policies                                                                                                                                            |

**May 5, 2027**

6:00 - 6:30 p.m. Q&A on FY28 Board Adopted Budget  
Appointment of Probationary Teachers  
Comprehensive Education Plan  
Executive Session (Just BOD) - Superintendent's Evaluation

**May 12, 2027 @ DCS**

Annual Budget Meeting on FY28 Budget @ DCS  
(5:30 p.m. Business Mtg. for New hires, if needed)

**June 2, 2027**

Recognize Retirees  
Schedule of 27-28 Board Meetings  
5% Transfer Authority to Finance Committee  
Policies  
Executive Session (Just BOD)- Superintendent's Evaluation)

**June 9, 2027**

Computation & Declaration of Votes  
Assessment Warrants  
Report Out on Strategic Plan Engagement Committee Work  
Superintendent Authorization to Hire in the Summer  
Organizational Business (Chair/Vice Chair, Committees)  
Executive Session (Board & Supt)- Superintendent's Evaluation

Additional Board Agenda Items:

Routine Business Meeting Items - Superintendent's Report, Finance Report, Reports from Board Committees, Report from Student Representatives, two public comment sessions on each agenda

## RSU 5 Board of Directors - 2026-2027 Goals

### 1. PLAN FOR THE FUTURE

#### Systems & Sustainability

Complete the Systems & Sustainability Study and use its findings, together with community input, to make informed decisions about the long-term configuration, programs, facilities, organizational structures, and resources of RSU 5.

#### The Board will:

- Complete and thoroughly examine the Systems & Sustainability Study.
- Consider its recommendations in relation to the Strategic Plan's commitment to responsible, forward-thinking stewardship of district resources.
- Engage the community in considering the implications of the study.
- By the end of 2026–2027, make concrete decisions and/or adopt an actionable multi-year plan based on the study's findings.
- Continually and robustly communicate the Board's decisions and plan to the public.

#### Strategic Plan connection:

#### Systems & Sustainability — 5A and 5B

#### Core question:

*What must RSU 5 do to remain sustainable while providing equitable, high-quality opportunities for all students?*

### 2. STRENGTHEN TEACHING & LEARNING

#### Cognitive Growth

Advance the Strategic Plan's commitment to cognitive growth by developing a shared Board understanding of curriculum, instruction, assessment, and student learning, and using evidence of student outcomes to establish Board-level priorities for teaching and learning.

#### The Board will:

- Complete a structured Board learning cycle focused on K–12 curriculum, instruction, assessment, and the Strategic Plan's Cognitive Growth priority. Note– this will occur through administrator presentations addressed in the Board's work plan.
- Regularly examine student growth, proficiency, engagement, and other relevant indicators of student learning.
- Examine how curriculum and instructional practices support the Strategic Plan's emphasis on rigorous, interdisciplinary, evidence-based, and relevant learning.
- By the end of the school year, identify 2–3 Board-level priorities or actions that will advance the Cognitive Growth goals of the Strategic Plan.
- Define the scope of the Curriculum Committee to facilitate progress toward this goal.

**Strategic Plan connection:**

**Cognitive Growth — Strategies 1A and 1B**

**Core question:**

*Are we making progress toward the kind of deep, challenging, engaging learning described in our Strategic Plan, and how do we know?*

**Board role:**

**Understand • Question • Monitor • Set direction**

**3. ADVANCE THE STRATEGIC PLAN THROUGH EFFECTIVE GOVERNANCE**

**Strategic Alignment & Accountability**

Use the Strategic Plan as the framework for Board decision-making by aligning Board priorities, policies, resource decisions, and oversight with the plan's goals and by strengthening the Board's ability to monitor progress and respond to emerging needs.

**The Board will:**

- **At least twice during the school year, review progress toward the Strategic Plan's priorities.**
- **Ensure that the annual budget and significant resource decisions explicitly consider alignment with Strategic Plan priorities.**
- **Complete a Board self-evaluation at the end of the year and identify at least two specific improvements in Board practice for the following year, with reference to the Strategic Plan.**
- **Develop norms for committee work that explicitly focus on the Strategic Plan and effective, efficient governance.**

**Strategic Plan connection:**

**All five strategic priorities**

**Core question:**

*Are our Board decisions, policies, and resources consistently advancing the vision and priorities established by our Strategic Plan?*

## FY28 RSU5 Budget Timeline

Item #13.A.

|                      |                                                                                                                                                                                                          |
|----------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| September 9, 2026    | Budget Timeline to Board                                                                                                                                                                                 |
| November 4, 2026     | Superintendent's FY28 Budget Preview                                                                                                                                                                     |
| December 2, 2026     | Leadership Meeting w/ Towns                                                                                                                                                                              |
| January 27, 2027     | Superintendent's FY28 Proposed Budget Presented                                                                                                                                                          |
| February 3, 2027     | Review of Superintendent's FY28 Proposed Budget                                                                                                                                                          |
| February 10, 2027    | Review of Superintendent's FY28 Proposed Budget                                                                                                                                                          |
| February 24, 2027    | Review of Superintendent's FY28 Proposed Budget: Region Ten, Nutrition, Community Programs Review                                                                                                        |
| March 10, 2027       | Review of Superintendent's FY28 Proposed Budget<br>Board Deliberations on Budget                                                                                                                         |
| March 17, 2027       | Review of Superintendent's FY28 Proposed Budget<br>*Public Input on Budget<br>Board Deliberations on Budget                                                                                              |
| March 24, 2027       | *Public Input on Budget<br>Board Adopts FY28 Budget                                                                                                                                                      |
| Early/Mid April      | Distribution of Budget Brochure containing information on the FY28 Board Adopted Budget                                                                                                                  |
| April 7, 2027 @ DCS  | 6:00-6:30 p.m. *Q&A on FY28 Board Adopted Budget<br>Signing of Warrants for ABM & Referendum                                                                                                             |
| April 28, 2027 @ PES | 6:00-6:30 p.m. *Q&A on FY28 Board Adopted Budget                                                                                                                                                         |
| May 5, 2027          | 6:00-6:30 p.m. * Q&A on FY28 Board Adopted Budget                                                                                                                                                        |
| May 12, 2027 @ DCS   | Board Meeting<br>*Annual Budget Meeting (ABM) on the FY28 Budget<br>Registered voters discuss and *Vote* on each of the budget warrant articles                                                          |
| June 8, 2027         | *Budget Validation Referendum (BVR)<br>Registered voters validate or reject the total school budget that was approved at the Annual Budget Meeting.<br>Residents *Vote* at their town's polling location |
| June 9, 2027         | Computation & Declaration of Votes<br>Assessment Warrants                                                                                                                                                |

\*Represents opportunities for the public to be involved in the process. In addition, there are two opportunities for public comment at Board meetings.

Board of Directors Review: