

Our Mission is to prepare and support all students within a culture of excellence to do their best and to be their best, so that each can be a successful contributing citizen, able to adapt to change and to successfully respond to the future.

RSU #16  
Mechanic Falls \* Minot \* Poland  
The 7<sup>th</sup> Regular School Board Meeting  
for 2018-2019 was held  
Monday, February 12, 2018  
6:30 P.M.  
Poland Regional High School

#### REMINDER

Superintendent Evaluation Committee  
Meeting at 5:30 p.m.  
PRHS Conference Room

# MINUTES

#### REVISED

5.0 C Medd SOS report  
9.0 Director of Operations

Members Present: Mary Martin, Jennifer Boenig, Jack Wiseman, Stephen Holbrook, Laura Hemond, Norm Beauparlant, Norm Davis, Julie Rioux, Edward Rabasco Jr., Lisa Dulac, Tina Love, Melissa Hodgkin  
Members Absent: Joe Parent, Aaron Ouellette, Leonard Lamoreau  
Student Representatives Absent: Jordan Gregory, Gavin Bourgoin

#### 1.0 CALL TO ORDER: Mary Martin, Chair

Pledge of Allegiance & Mission Statement  
Mary called the meeting to order at 6:30 p.m.

#### 2.0 PUBLIC PARTICIPATION: (10 minutes)

No Public Participation

#### 3.0 RECOGNITIONS/ACKNOWLEDGEMENTS: (5 minutes)

Congratulations Oratorical winners from WMS

- Nolan Greenwald
- Emma Bunyea

#### 4.0 AGENDA ADJUSTMENT:

#### 5.0 PRESENTATIONS:

Macpage LLC Auditors (30 minutes)

There were no issues with the audit. The district received the top rating for accounting practices. Highlights on financial statements included: Revenues exceed expenditures. End of year Fund Balance is reported at \$1,327,481 in undesignated money. That is about 6% of the school budget. The money will be allocated to future budgets. Page 14 shows a deficit of \$172,000 in Food Service and this debt has grown since the inception of the RSU. The auditor recommended that the Board consider transferring 172,000 from Fund Balance to eliminate the deficit. The Finance Committee will discuss the options and bring a recommendation to the full Board at a future meeting.

State of the Schools Report – Shawn Vincent (20 minutes)

The high school and middle school worked on a grant to support BARR (Building Assets, Reducing Risks). Staff discuss every child, every week using the BARR student profile report, they defined goals for students, and create opened lines of communication across classrooms and staff. The school developed a level of intervention chart with suggestions of interventions that can be tried. Shawn shared data for failing scores for last year and this year for each semester. There has been a 16% reduction in total failing scores in the marking periods. BARR has offered them a second year of the grant because of their work this year.

**Discussion:** Board members wanted to know if this model would go down to the lower grades. Shawn explained it was

a high school model that was brought down to the middle school, but some of it could certainly be applied to the younger grades. The training and meeting time has been a big commitment for the staff, but they are seeing the benefit for the students. When the grant goes away, they will be able to continue because the grant provided the training and the curriculum.

#### State of the Schools Report – Cari Medd (20 minutes)

Data shared was the PRHS Graduation Rate. Last year was below the state average. Tonight's focus will be on behavior. Total number of students suspended (ISS and OSS) was shared. The number of students was high, but total suspension days was going down. The last two years, the school has focused on this piece. School goals have been: become more proactive regarding student discipline/Restorative Practices/hall passes, improved services to special education students (especially those with behavior needs), engage teachers in solving problems in the classroom and in partnership with parents.

**Discussion:** A board member asked if it has been challenging for teachers to have more of the communication from the teachers to the parents and has there been training on having these conversations with parents. Cari shared they did have a training at the beginning of the year and discussed how the staff have managed the calls home. Cari also discussed that the process of having the teachers and students resolve the issues has helped to break the cycle of continued issues in the classroom. A board member wanted to know what the top 10 issues were and how data is collected. Cari explained that Karen Hill is able to create reports that allow them to see the issues and how they use that data in responding.

#### 6.0 CONSENT AGENDA INTRODUCTION: (5 minutes)

Approve 6<sup>th</sup> Regular Meeting Minutes 1-8-18

Approve out-of-state trip - Gran Turismo of college in the Boston area – Patrick Flynn

Approve Project Graduation trip

Motion: by Ed Rabasco to approve each of the above

Seconded: by Norm Beuparlant

Vote: Unanimous

**Discussion:** Project Graduation requested a location out of the State.

Sub Committee Minutes – attached

- Operation & Personnel Finance combined meeting
- Educational Policy - meeting March 5th

Friends of RSU 16 Minutes - attached

Superintendent Evaluation Committee Minutes - attached

Notification of New Hires:

- Dennis Conroy, Part Time Driver
- Nichole Bryant, Ed Tech II – ESS
- Kerri McQuaide, Ed Tech II – PCS

Notification of Retirement:

- Barbara Rimmer, Teacher - MCS

Notification of Resignations:

- Hannah Sirois, Teacher – WMS
- Haley Dennison, Ed Tech – ESS

#### 7.0 ACCEPTANCE OF THE FINANCIAL STATEMENT: (10 minutes)

Approve January Financial

Motion: by Norm Beuparlant to approve January Financial

Seconded: by Julie Rioux

Vote: Unanimous

**Discussion:** Stacie reviewed highlights of the financial statement. She stated that the budget is at 49% at this point. Out-of-district placement is being watched at 44% with bills through December. Stacie pointed out the food service lines. The \$172,000 loss was discussed in a historical perspective to understand how long this debt has taken to accrue. Board members would like to see what percentage of the debt is represented by staff salary/benefits, food costs, or unpaid lunches. Board members suggested the account get reconciled at the end of each year, if money permit.

#### 8.0 SUPERINTENDENT'S REPORT: (20 minutes)

- Policy requires board notification of grants/gifts received. **Dawnie Hodgkins (prhs)**- video/photo equip (\$1,000); **Heidi Lachapelle (wms)** – Ipad math & science (\$339); **Erin Kennedy (wms)** movement stools (\$186); **Lesley Herschlag (prhs)** field trip transportation funding (\$130). Total - **\$1,655** in donations.

- Public broadcasting will now be on Channel 1302 – Channel 11 is no longer available.
- Congratulations ESS Food Service – grant awarded in the amount of \$2,619.13 to go towards funding Grab N Go cart.
- FEDES Grant: RSU 16, in collaboration with SAD 52, Auburn and Lewiston, was awarded a FEDES grant and has started the process of meeting with the other partners for identifying special education services currently identified for students that are 3-5 year olds. This is not a regionalization.
- Budget Update: We received 279s. There is an update from the DOE in the board packet. They have increased the funding for education, but a large portion of the money is targeted for specific purposes. Also, the Mill rate was raised from 8.19 to 8.51 so funding is being shifted to the local level. RSU 16 is receiving 135,000 additional State funds but needs to raise 499,000 more dollars locally to get that money. This will make this another challenging budget year.
- BARR Network, grant award of 16,000 for WMS

**Discussion:** Communicate channel 1302 to staff and parents by principals.

## 9.0 NEW BUSINESS: (15 minutes)

Approve proposed Borrowing Schedule – Construction Project

Motion: by Norm Beauparlant to approve proposed Borrowing Schedule

Seconded: by Jack Wiseman

Vote: Unanimous

**Discussion:** Stacie reviewed the funding for architect 6/30/18. The district will open a separate account for the building project.

Approve Ed Policy Committee’s recommendation of making up snow days by adding days on to the end of the calendar with a second option to extend the school day by one hour (for 5 days) to make up any additional days beyond 8.

Motion: by Norm Beauparlant to approve Ed Policy Committee’s recommendation of adding days to the end of the calendar with a second option to extend the school day by one hour if we have more than 8 snow days.

Seconded: by Norm Davis

Vote: Unanimous

**Discussion:** The committee discussed an option of adding an hour so that there wouldn’t be a need to change the end of the year calendar. We can still have 2 more days without having to get into the next week of June. Would like to have a plan in case there are more days. Adding 5 one hour blocks onto school days would be the least impactful on staff, students and families. The adding one hour would be only if we go beyond 8 days. It can be communicated out to staff and families in newsletters.

Approve Director of Operations nomination Craig Worth

Motion: by Norm Beauparlant to approve Director of Operations nomination Craig Worth

Seconded: by Julie Rioux

Vote: Unanimous

## 10.0 OLD BUSINESS:

### 11.0 POLICIES:

### 12.0 REPORTS TO THE SCHOOL BOARD:

**Student Representatives: (5 minutes) No Student Report**

**Report of the Communication Advisory Committee: (5 minutes)**

12-4-17, 12-18-17 & 1-18-18 Minutes attached

Discussion: Meeting last week. Have worked to identify gaps using the Strategic Plan as a framework. Worked to prioritize and will be presenting at the March meeting.

**Report of the School Board Chair: (5 minutes)**

- Superintendent Evaluation Committee: Met today and are looking at an abbreviated tool focused more on the goals of the superintendent. Discussing how to involve administration and central office.
- Board Meeting Dates: Meetings are on Mondays and conflicts with Mechanic Falls and Minot. In a future year, should we consider changing our meetings to Thursday evenings. It may be an issue for a couple of board

members. Perhaps there could be a different day to meet opposite of the town meeting weeks. The communication committee has some ideas, as well.

- Strategic Plan Update: Education policy committee will continue that work.
- Attendance: Packet
- LRP/Board Governance: Focused on communication

**13.0 ADMINISTRATIVE INFORMATION:**

A Team Reports

**Discussion:** Whittier student survey and plans to act on the results was impressive. Recognized PRHS and Whittier for their work in ensuring that the athletic events went off without any issues.

**14.0 COMMUNICATIONS:**

**15.0 HANDOUTS:**

LRP Publications January 2018

**16.0 EXECUTIVE SESSION:**

To enter into Executive Session regarding a personnel issue pursuant under 1 M.R.S.A. § 405 (6) (A)

Motion: by Julie Rioux to enter into Executive Session regarding a personnel issue pursuant under 1 M.R.S.A. § 405 (6) (A) at 8:30 pm.

Seconded: by Jack Wiseman

Vote: Unanimous

**Open session reconvened at 8:45 p.m.**

**17.0 REMINDER:**

**18.0 ADJOURNMENT:**

Motion: by Jack Wiseman to adjourn at 8:45 p.m.

Respectfully submitted,

Tina Meserve