

**MAINE SCHOOL ADMINISTRATIVE DISTRICT #37**

**October 31, 2018**

The Regular Meeting of the Board of Directors of RSU/MSAD #37 was held at D.W. Merritt Elementary School, Addison, Maine on Wednesday, October 31, 2018 to consider and act upon the following items of business:

**Board Members Present:** Everett Grant, Ronald Kennedy, Gary Magby, Kelly Moores, Debra Murphy, Vance Pineo, Jr. and Mark Wright

**Board Members Absent:** Jeffery Beal, Bethany Hartford, Grace Kennedy, Charles Peterson, Jr., and Dawn Robbins

**Other persons present:** Ronald Ramsay, Lorna Greene, Susan Meserve, Maria White, Lucille Willey, Todd Emerson, Lori Mathews, David Mathews, and Dawn Fickett

**MINUTES**

**A. INTRODUCTORY BUSINESS**

1. **The meeting was called to order at 7:00 p.m. by Chairman Everett Grant.** He noted that Directors Beal, Hartford, and Robbins were excused from tonight's meeting due to other obligations.
2. **RE: APPROVAL OF MINUTES OF SEPTEMBER 26, 2018 REGULAR MEETING**  
**ACTION:** Motion by Vance Pineo, Jr., second by Gary Magby, and voted (unanimously) to approve the minutes of the September 26, 2018 meeting as presented.
3. **RE: REPORT—SUPERINTENDENT OF SCHOOLS (Including Legislative Updates)**  
**INFORMATION—**Superintendent Ramsay reported on the following:
  - The county-wide Harvest of Ideas was held on October 9<sup>th</sup> in Machias with around 625 educators in attendance. Every district in the county was represented. As far as he is aware, we are the only county in the state that does this as part of our professional development for staff.
  - Last week, he attended the Superintendents' Fall Meeting and the MSMA Fall Conference in Augusta. Everett also attended the fall conference. The keynote speaker was very good, and there were some good sessions. The time between conferences that you got to network with other educators and board members was probably the most valuable part though. It is a chance to learn new ideas to bring back!
  - The FEDES CTE committee is finalizing the grant on Friday. We will be asking for board support tonight to submit the grant by the deadline of November 7<sup>th</sup>.
  - He attended the State Cross-country Meet in Belfast on Saturday. It was probably the largest athletic event for high school students he has ever attended. Our students that participated did awesome, with Travis Hunt placing 7<sup>th</sup> overall in the state, which is quite an accomplishment.
  - Schools held their Halloween parties today. It was a fun day for most. Many staff members dressed in costume along with the kids. It was good to see everyone happy. He and Dawn dressed as Gru and Minion Bob and visited the elementary schools.
  - Steve Bailey, Executive Director of MSBA/MSMA, and Kimberly Bedard, President of the MSSA, stopped by for a visit this afternoon. They were visiting some of the districts in Washington County today.

Everett noted that he attended the Delegate Assembly at the conference, where five resolutions were voted on by the Delegates. Other boards across the state seem to have taken the time to discuss these resolutions before their delegate went to the assembly. Maybe we should think about that for next year. He commended the work that the FEDES committee did, and thanked Vance and Mark for their contributions to the committee.

**4. RE: SUBCOMMITTEE REPORTS**

**INFORMATION:**

- Athletics/Student Activities—none
- Curriculum & Instruction—none
- Negotiations & Grievance—none
- Policy & By-laws—Vance Pineo, Jr., reported that the committee met on October 11<sup>th</sup> and reviewed four draft policies, which are on the agenda for consideration tonight.
- Facilities, Maintenance, Safety, & Transportation—Everett Grant reported that the committee met on October 12<sup>th</sup> and discussed bus purchases for next year. The committee recommended purchasing two new busses if approved by the state. This will be brought to the full board for approval once we find out if the state will allow the purchase.

**5. RE: REVIEW OF FINANCIAL STATEMENTS & FY18 AUDIT**

**INFORMATION:** Superintendent Ramsay noted that we are right on track with expenditures. Some lines are over, and he explained some of those. Overall, we are doing good.

Board members also received some information from our audit so that they can review it before the November meeting. Ron Smith, of RHR Smith, will be here in November to present the audit to the board for approval.

**6. RE: ADMIN REPORTS INCLUDING ESSA, G/T, AND PROFESSIONAL DEV.**

**INFORMATION:** Lucille Willey reported an enrollment of 308 at Narraguagus.~~Fall National Honor Society inductions took place recently with 14 senior high and 4 junior high students inducted.~~Seventh graders went on the Baseline walk with Superintendent Ramsay in early October. The weather was great, and the kids and Mr. Ramsay walked over 6 miles, stopping to discuss geography of the land and history of the Baseline Road. It was a great time.~~The Junior High Cross-country team took 1<sup>st</sup> place in the finals. Three high school students qualified for the state meet that Mr. Ramsay talked about. The high school volleyball team lost in the quarterfinals. The Fall Athletic Awards assembly was held on October 22<sup>nd</sup>.~~Star 97.7 radio station is doing a segment called "Student of the Month." Schools can submit names to be recognized. Starting November 26<sup>th</sup>, and every 4<sup>th</sup> Monday after that, a student from NJSHS will be recognized.

Maria White noted that Milbridge has an enrollment of 128.~~The Milbridge soccer team won the championship.~~K-4 students visited the Nursing Home today in costume. The patients love having them come.~~Numeracy4ME professional development is continuing with a consultant from the DOE coming to work with staff.~~TREE is doing some work with staff on Trauma/ACES.~~The fire department visited for Fire Safety Week.

Lorna Greene reported that DW Merritt has 100 enrolled.~~Students and staff had a great time today with the costume parade and class parties.~~She shared the 6<sup>th</sup> grade newspaper with the board. Students had planned to come and present it, but Halloween got in the way. ☺~~Cross-country had great participation this year. Due to weather, the final races were cancelled; so DW Merritt hosted a Fun Run for MSAD #37 schools along with an ice cream sundae party.~~Last week was Safety Week and students were visited by Trooper Taylor and his police dog, the Addison Fire Department, the professional driving team of MSAD #37, and Ed Latham from our technology department doing Internet Safety with them. It was a fun, but learning week.~~For professional development, staff in each school watched training videos this afternoon to meet the requirements of mandatory trainings for school staff. These included Sexual Harassment, FERPA, Bullying, Affirmative Action, and other areas.~~The Leadership Team met and each school shared progress on the goal to improve student attendance. New Hires participated in CPI training. She and Susan Meserve attended a meeting of Washington County Principals on 10/29.~~Title I is going well. G/T identified students are receiving differentiated instruction and have several field trips planned, including one tomorrow to the Downeast Institute, on Beals Island.

Susan Meserve reported an enrollment of 150 at Harrington.~~Students there participated in a "Souper" contest this month. Each class made a soup using the vegetables grown in the school garden. She, Mr. Ramsay, and Dawn judged the contest. All the soups were very good, making it a tough decision!~~Ned, a one-man show, recently visited the school. He uses yo-yo's in his presentation and a message to never give up, encourage others, and do your best!~~On October 17<sup>th</sup>, grades 3-5 attended a presentation by the Passamoquoddy Indians.~~Students participated in Safety Week with various events.~~Students collected socks for "Sock"tober—donating the items to the Emmaus Shelter, in Ellsworth.~~The PTC hosted a Shop-a-palooza last Sunday with a large number of vendors on hand.

**7. RE: AGENDA ADJUSTMENTS**

**ACTION:** Motion by Mark Wright, second by Debra Murphy, and voted (unanimously) to table this article as there are no adjustments necessary.

**B. OLD BUSINESS**

**1. CONSIDERATION OF SECOND READING OF REVISED POLICY IHBEA—ENGLISH AS A SECOND LANGUAGE**

**ACTION:** Motion by Vance Pineo, Jr., second by Kelly Moores, and voted (unanimously) to approve the 2<sup>nd</sup> reading of the revised policy IHBEA English as a Second Language. This now becomes district policy.

**2. RE: HIRING JV GIRLS' BASKETBALL COACH**

**ACTION:** Motion by Mark Wright, second by Vance Pineo, Jr., and voted (unanimously) to ratify the hiring of Zachary Look as the JV Girls' Basketball Coach as recommended by the Superintendent.

**3. RE: HIRING SPECIAL ED RESOURCE ROOM TEACHER AT DW MERRITT**

**ACTION:** Motion by Mark Wright, second by Debra Murphy, and voted (unanimously) to table this article.

**C. NEW BUSINESS**

**1. RE: HIRING JR. HIGH BASKETBALL/CHEERING COACHES**

**ACTION:** Motion by Mark Wright, second by Debra Murphy, and voted (unanimously) to approve the following slate of Jr. High Basketball/Cheering Coaches as recommended by the Superintendent.

School:	Jr. High Boys' Basketball:	Jr. High Girls' Basketball:	Jr. High Cheering:
DW Merritt	R. Michael Beal Sally MacLean, vol. asst.	Harry Beal, Jr. Kim Smith, vol. asst.	Dayna Barker (one combined team for all three schools)
Harrington	Tyler Tenney	Jeffery Chick	
Milbridge	Richard Parker	Donald Parker	

**2. RE: APPROVAL OF SUBMISSION OF FEDES CTE GRANT APPLICATION**

**ACTION:** Superintendent Ramsay noted that this grant will fund a vocational center for the area and includes MSAD #37, Jonesport/Beals, Machias, Cherryfield, and WA. We should hear back in December if we received the grant.

Motion by Mark Wright, second by Vance Pineo, Jr., and voted (unanimously) to approve submission of the FEDES CTE Grant Application.

3. **RE: ACCEPTANCE OF USED BUS BID**  
**ACTION:** Motion by Vance Pineo, Jr., second by Debra Murphy, and voted (unanimously) to accept the highest bid from Jerry Blackburn in the amount of \$857 for the used bus.
4. **RE: HIRING LONG-TERM SCIENCE SUBSTITUTE**  
**ACTION:** Motion by Mark Wright, second by Debra Murphy, and voted (unanimously) to ratify the hiring of Jenessa Sprague as a long-term Science substitute. Mr. Ramsay noted that she is currently finishing her degree to become a certified Science teacher and should graduate in December.
5. **RE: HIRING MUSIC TEACHER**  
**ACTION:** Motion by Vance Pineo, Jr., second by Gary Magby, and voted (unanimously) to table this article.
6. **RE: CONSIDERATION OF FIRST READING OF POLICIES**
  - a. **ECAF—Video Surveillance**
  - b. **EHB—School Records Retention**
  - c. **JIC—Student Code of Conduct**
  - d. **JLFA—Child Sexual Abuse Prevention and Response****ACTION:** Motion by Vance Pineo, Jr., second by Mark Wright, and voted (unanimously) to approve the first reading of the above policies as recommended by the Policy Subcommittee and the Superintendent.
7. **RE: ADJOURNMENT**  
**ACTION:** Motion by Kelly Moores and voted (unanimously) to adjourn the meeting at 8:40 p.m.

Respectfully submitted,



Ronald C. Ramsay  
Secretary to the Board

MEETING SUMMARY, October 31, 2018

- A. INTRODUCTORY BUSINESS
  2. APPROVED minutes of the September 26, 2018 Regular meeting;
  7. TABLED agenda adjustment;
- B. OLD BUSINESS
  1. APPROVED 2<sup>nd</sup> reading of revised policy IHBEA English as a Second Language;
  2. HIRED Zachary Look as JV Girls' Basketball Coach;
  3. TABLED hiring special education teacher;
- C. NEW BUSINESS
  1. HIRED Jr. High Basketball/Cheering Coaches;
  2. APPROVED submitting FEDES CTE grant application;
  3. ACCEPTED Jerry Blackburn's bid of \$857 for used bus;
  4. HIRED Jenessa Sprague as long-term Science substitute;
  5. TABLED hiring music teacher;
  6. APPROVED 1<sup>st</sup> reading of policies ECAF Video Surveillance, EHB School Records Retention, JIC Student Code of Conduct; and JLFA Child Sexual Abuse Prevention and Response