

MAINE SCHOOL ADMINISTRATIVE DISTRICT #37

November 28, 2018

The Regular Meeting of the Board of Directors of RSU/MSAD #37 was held at Narraguagus Jr./Sr. High School, Harrington, Maine on Wednesday, November 28, 2018 to consider and act upon the following items of business:

Board Members Present: Jeffery Beal, Everett Grant, Grace Kennedy, Ronald Kennedy, Gary Magby, Debra Murphy, Charles Peterson, Jr., Dawn Robbins, and Mark Wright

Board Members Absent: Bethany Hartford, Kelly Moores, and Vance Pineo, Jr.

Other persons present: Ronald Ramsay, Lorna Greene, Susan Meserve, Maria White, Lucille Willey, Todd Emerson, Denise Vose, Ron Green, Ron Smith (of RHR Smith Accounting), Sara Ippolito, 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 Hartford, Moores, and Pineo are all excused from tonight's meeting due to other obligations.
- 2. RE: APPROVAL OF MINUTES OF OCTOBER 31, 2018 REGULAR MEETING**
ACTION: Motion by Debra Murphy, second by Gary Magby, and voted (527-yes, 265-abstentions) to approve the minutes of the October 31, 2018 meeting as printed. (Beal, Robbins, and Peterson abstained as they were absent from the meeting.)
- 3. RE: REPORT—SUPERINTENDENT OF SCHOOLS (Including Legislative Updates)**
INFORMATION: Supt. Ramsay reported that we have had some leaks on the new gym roof at Narraguagus. It looks like it may be caused by some loose seams. The contractor has been called to come and look at it. We have also had issues with flooding in the basement at the central office. We will be digging the drain up soon to see what might be causing it.~~We should hear back by next week regarding the FEDES grant. The committee is planning to meet next Wednesday evening to finalize the site selection.~~Roads were icy this morning and we should have had a two-hour delay. The freeze occurred after busses were already on the road. That makes it more difficult.
- 4. RE: STATE OF THE DISTRICT REPORT**
INFORMATION: Supt. Ramsay shared his annual State of the District report. He noted this is a good historical reference for him to see what progress we've made. He shared highlights from this past year. Copies are available at the office should anyone be interested. (Board members/administrators received a copy tonight.)
- 5. RE: FY18 AUDIT PRESENTATION, RHR SMITH**
INFORMATION: Ron Smith, of RHR Smith Accounting, reported to the board that his firm had finished the audit and were pleased with the accounting records of the district. He commended those in charge of this at the office. He noted the district was in good shape fiscally and might want to consider putting more money into a designated fund such as the maintenance fund.
- 6. RE: SUBCOMMITTEE REPORTS**
INFORMATION:
 - Athletics/Student Activities—Debra Murphy reported that the Athletic Subcommittee met earlier this evening with a potential coach. The committee had good discussion and has a recommendation for

later on the agenda.

- Curriculum & Instruction—This committee will meet sometime in January to review PBE and the pilot grading system at Narraguagus. More information will be coming on this.
- Negotiations & Grievance—This committee has a meeting scheduled for December 17th to establish ground rules with the Association to begin the teacher negotiations.
- Policy & By-laws—none
- Facilities, Maintenance, Safety, & Transportation—none

7. RE: REVIEW OF FINANCIAL STATEMENTS

INFORMATION: Supt. Ramsay reported that we are in good shape at the end of October. We have spent more at this point than we have the past several Octobers. Some of this is because we have tightened up the lines during budget preparation. We can't really make it any leaner and be able to come up with the money for balance forward though.

8. RE: ADMIN REPORTS INCLUDING ESSA, G/T, AND PROFESSIONAL DEVELOPMENT, AND MEA DATA

INFORMATION: Maria White reported an enrollment of 127 at Milbridge with 23 ELL students and 31 with IEPs for special ed/speech & language. She shared the MEA data for the school, noting that over the past four years the state has taken away many of the accommodations which used to be allowed. This has impacted the scores. The school continues to work with the Department of Education and the Numeracy4ME initiative, which seems to be helping improve scores some.

Susan Meserve noted that Harrington has 150 enrolled. She did a comparison of fifteen Washington County schools, showing where our schools placed. Harrington had the 2nd highest scores, with a steady increase over the past three years. She feels the introduction of laptops to 3rd graders last year helped as they became more comfortable with the online work environment. This helped make them more comfortable taking the online MEA.

Lorna Greene noted that DW Merritt did well on the MEAs. She reminded the board that the scores include those of special education and ELL students. Her school has shown continuous growth over three years in both ELA and Math. The 3rd New Hire Training was held at Narraguagus yesterday. Teacher rounds in kindergarten and grade one have been held recently. Progress reports went out district-wide. G/T students went on a trip to the Downeast Institute on November 1st. They got to play in the touch tank, visit the shore, and begin a project growing algae. They have four more trips here planned for the year.

Lucille Willey reported an enrollment of 307 at Narraguagus. There are 23 ELL students there. She noted the MEA scores reflect grades 7, 8, and 11. It is not unusual for scores to go down as students get older, mostly because of attitude. They don't see how this test impacts them as they go through school and get closer to graduation. This often results in a lack of effort on the test. There has been some improvement, but not a lot. The staff is working on ways to increase scores.

Denise Vose reported 155 students in the district are receiving special services. There are 23 receiving 504 services. So far this year, she has had 18 referrals for special ed and 4 for 504 services. She attended the Fall Conference for Special Ed Directors in Portland last month.

9. RE: AGENDA ADJUSTMENTS

ACTION: Motion by Gary Magby, second by Debra Murphy, and voted (unanimously) to adjust the agenda to include consideration of approving the FY18 audit and add it as article B-3.

B. OLD BUSINESS

1. CONSIDERATION OF SECOND 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 Mark Wright, second by Gary Magby, and voted (unanimously) to approve the second reading of the above policies. They now become district policy.

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

ACTION: Motion by Mark Wright, second by Debra Murphy, and voted (unanimously) to ratify the hiring of Elyse Rudner as special education teacher at DW Merritt as recommended by the Superintendent. He noted that she may only be hired as a long-term substitute depending on her eligibility for certification.

3. RE: CONSIDERATION OF APPROVAL OF FY18 AUDIT

ACTION: Motion by Charles Peterson, Jr., second by Debra Murphy, and voted (unanimously) to approve the FY18 audit.

C. NEW BUSINESS

1. RE: HIRING DESTINATION IMAGINATION COACHES

ACTION: Motion by Mark Wright, second by Debra Murphy, and voted (unanimously) to approve the following DI coaches as recommended by the Superintendent: DW Merritt: Sally MacLean, K-2, and Amanda Kowalsky, 3-5; Harrington: Pamela Sawyer, K-2; Milbridge: Alahna Roach, K-2.

2. RE: APPROVAL TO CHANGE MARCH 15TH WORKSHOP TO APRIL 2ND

ACTION: Superintendent Ramsay noted that we have the opportunity to bring a renowned national presenter to the district. Cassie Yackley is coming to the area in early April and is available to come to MSAD #37 on April 2nd to do a workshop on Creating Trauma Sensitive Schools.

Motion by Charles Peterson, Jr. second by Dawn Robbins, and voted (unanimously) to approve changing the March 15th workshop to April 2nd.

3. RE: HIRING VARSITY CHEERING CO-COACH

ACTION: Motion by Debra Murphy, second by Grace Kennedy, and voted (unanimously) to ratify the hiring of Jenessa Sprague as varsity cheering co-coach as recommended by the Superintendent.

4. RE: CONSIDERATION OF REQUEST TO DRAW FROM SICK BANK

ACTION: Motion by Charles Peterson, Jr., second by Debra Murphy, and voted (unanimously) to approve the request from Katie Pilloni-Stanley to withdraw the maximum allowed (12 days) from the ed tech sick leave bank, as she has met all criteria to do so.

5. RE: HIRING SUBSTITUTE(S)

ACTION: Motion by Mark Wright, second by Debra Murphy, and voted (unanimously) to approve Laurie Lee as a substitute bus driver as recommended by the Superintendent.

6. RE: TEACHER NEGOTIATIONS

DISCUSSION: Supt. Ramsay noted that the Negotiations Subcommittee is beginning the process of Teacher Negotiations. He asked board members to review the current Comprehensive Contract and let him or one of the subcommittee members know if you have any concerns or things that you think should be addressed during the negotiations process.

7. **RE: ANNUAL MEETING DATE**

DISCUSSION: Chairman Grant asked if everyone preferred the annual meeting separate from the regular December board meeting. Consensus was to hold it on a different night. Everyone present agreed to Tuesday, December 4th, 6:00 p.m. in the NJSHS conference room.

8. **RE: ADJOURNMENT**

ACTION: Motion by Charles Peterson, Jr., and voted (unanimously) to adjourn the meeting at 8:58 p.m.

Respectfully submitted,



Ronald C. Ramsay
Secretary to the Board

MEETING SUMMARY, November 28, 2018

A. INTRODUCTORY BUSINESS

2. APPROVED minutes of the October 31, 2018 Regular meeting;
9. APPROVED agenda adjustment to consider approval of FY18 audit;

B. OLD BUSINESS

1. APPROVED 2nd reading of revised policies ECAF—Video Surveillance, EHB—School Records Retention, JIC—Student Code of Conduct, and JLFA—Child Sexual Abuse Prevention and Response
2. HIRED Elyse Rudner as special ed teacher at DW Merritt, contingent on certification;

C. NEW BUSINESS

1. HIRED DI coaches—DWM-MacLean & Kowalsky; HN-Sawyer; ML-Roach;
2. APPROVED changing March 15 workshop to April 2;
3. HIRED J. Sprague as varsity cheering co-coach;
4. APPROVED request to draw days from ed tech sick bank-K. Pilloni-Stanley;
5. HIRED Laurie Lee as sub driver;