

**MAINE SCHOOL ADMINISTRATIVE DISTRICT #37**

**July 25, 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, July 25, 2018 to consider and act upon the following items of business:

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

**Board Members Absent:** Kelly Moores

**Other persons present:** Ronald Ramsay, Lorna Greene, Susan Meserve, Maria White, Denise Vose, Lucille Willey, Todd Emerson, Danielle Woerner, and Dawn Fickett

**MINUTES**

**A. INTRODUCTORY BUSINESS**

1. The meeting was called to order at 7:00 p.m. by Chairman Grant. He noted that Director Moores was unable to attend this evening due to other obligations.
2. **RE: APPROVAL OF MINUTES OF JUNE 20, 2018 REGULAR MEETING**  
**ACTION:** Motion BY Vance Pineo, Jr., second by Gary Magby, and voted (852-yes, 97-abstentions) to approve the minutes of the June 20, 2018 meeting as printed. (Hartford abstained as she was absent from the meeting.)
3. **RE: REPORT—SUPERINTENDENT OF SCHOOLS (Including Legislative Updates)**  
**INFORMATION:** Supt. Ramsay reported on the following items: There is no financial statement for this month as the office works to close out the fiscal year and prepare for the auditor.~We are in the middle of summer projects, and as happens sometimes, the unexpected occurs. We recently discovered a problem at the NHS sewage pump area. It is not a huge problem but will require a fix. American Concrete came and looked at it and has given a quote of approximately \$12,000 to repair it. Due to the urgency of getting it done, he approved the work.~We still have some vacant positions such as the additional music teacher, pre-K at DW Merritt, and a part-time phys ed teacher at the high school.~We had a good CTE meeting last week to discuss working together on a FEDES grant for more programming in this area. He is working to get a facilitator to help the committee. We will schedule a curriculum subcommittee soon to discuss the next steps with PBE since the mandate is being rolled back. We will need to decide what direction we want to go as a district.

Charles Peterson, Jr., arrived at 7:08 p.m.

**4. RE: SUBCOMMITTEE REPORTS**

**INFORMATION:**

- Athletics/Student Activities—none
- Curriculum & Instruction—none, will schedule on soon
- Negotiations & Grievance—none
- Policy & By-laws—none
- Facilities, Maintenance, Safety, & Transportation—none

**5. RE: REVIEW OF FINANCIAL STATEMENTS**

**INFORMATION: none this month**

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

**INFORMATION:** Lucille Willey welcomed Todd Emerson as the new part-time Assistant Principal at Narraguagus. She noted that summer is flying by and there is still so much to do in a short time. The building has been busy with summer school, sports camps, EdGE camp, and then Migrant coming this Sunday. A rough draft of class schedules is ready, and they are hoping to finalize it in the next week or two. Fall sports season opens on August 13<sup>th</sup>.

Maria White noted that the janitors at Milbridge are working hard to ready the building for the new year. Three programs have been running in her building this summer, including Title I, EdGE, and Migrant Ed. Classroom doors have been replaced throughout the building. Many of her staff completed the Numeracy4ME training. She is working to schedule the Island Readers and Writers again this year, as well as looking at more educational opportunities through the TREE program.

Lorna Green reported that the custodians have done a great job on the building. Two new raised beds were added in front of the building. Ed Latham has offered a couple of technology classes to staff this summer. The PreK conference will be held in Augusta on August 7 & 8, and our PreK staff will attend. The CAN/SAU plan has been completed and submitted to the state. The ESSA performance report for FY18 and application for FY19 are almost done. We have approximately 50 students enrolled in the Title I Summer Program at the three elementary schools.

Susan Meserve noted that the building is clean, the new security cameras are installed, new door closures have been put on. Migrant summer school will be in her building until the 24<sup>th</sup> of August.

Denise Vose reported that we have 155 students that will start the year receiving services. The special education department has been busy updating student data and files. She is working to update the resource guide for teachers, which has not been done in several years.

**7. RE: AGENDA ADJUSTMENTS**

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

**B. OLD BUSINESS**

**1. RE: HIRING MUSIC TEACHER(S)**

**ACTION:** Motion by Mark Wright, second by Grace Kennedy, and voted (unanimously) to ratify the hiring of Michael Milazzo as music teacher as recommended by the Superintendent.

**C. NEW BUSINESS**

**1. RE: HIRING SPECIAL EDUCATION ED TECH(S)**

**ACTION:** Motion by Jeffery Beal, second by Dawn Robbins, and voted (unanimously) to ratify the hiring of Carolyn Howell as a special education Ed Tech III as recommended by the Superintendent.

**2. RE: HIRING CLASSROOM TEACHER(S)**

**ACTION:** Motion by Debra Murphy, second by Grace Kennedy, and voted (unanimously) to ratify the hiring of Valerie Michaud as Kindergarten Teacher at DW Merritt as recommended by the Superintendent.

**3. RE: HIRING OCCUPATIONAL THERAPIST**

**ACTION:** Motion by Mark Wright, second by Bethany Hartford, and voted (unanimously) to ratify the hiring of Morgan Merchant as Occupational Therapist as recommended by the Superintendent.

4. **RE: ACCEPTANCE OF BIDS**

- a. **Heating Oil**—Motion by Charles Peterson, Jr., second by Jeffery Beal, and voted (unanimously) to accept the bid from Fraser Energy Solutions for heating oil at 3¢ over rack.
- b. **Bus Fuel**—Motion by Debra Murphy, second by Vance Pineo, Jr., and voted (unanimously) to accept the bid from RH Foster Energy for bus fuel at 7.5¢ over rack.
- c. **Hot Lunch Delivery**—Motion by Charles Peterson, Jr., second by Jeffery Beal, and voted (unanimously) to accept the bid from Stanley Leighton for Hot Lunch Delivery at \$21,000 for the year.
- d. **Bread for Lunch Program**—Motion by Vance Pineo, Jr., second by Mark Wright, and voted (unanimously) to accept the bid from Lepage Bakeries to provide various bread items to the hot lunch program.
- e. **Milk for Lunch Program**—Motion by Mark Wright, second by Jeffery Beal, and voted (unanimously) to accept the bid from Oakhurst Dairy to provide various dairy items to the hot lunch program.
- f. **Snowplowing**—Motion by Vance Pineo, Jr., second by Mark Wright, and voted (unanimously) to accept the bid from Davis Construction for snowplowing \$220, sanding/salting \$125, or salting \$125/ton at DW Merritt from September 2018 to August 2021.
  - ~Motion by Charles Peterson, Jr., second by Vance Pineo, Jr., and voted (unanimously) to accept the bid from Snow Be Gone for snowplowing \$285, sanding/salting \$160, or salting \$110 at Harrington Elementary from September 2018 to August 2021.
  - ~Motion by Charles Peterson, Jr., second by Vance Pineo, Jr., and voted (unanimously) to accept the bid from Zachary Strout for snowplowing \$425 and sanding/salting \$100 at Narraguagus from September 2018 to August 2021.
  - ~Motion by Charles Peterson, Jr., second by Jeffery Beal, and voted (unanimously) to accept the bid from Zachary Strout for snowplowing \$100 and sanding/salting \$50 at the Superintendent's Office from September 2018 to August 2021.
  - ~Motion by Vance Pineo, Jr., second by Jeffery Beal and voted (unanimously) to accept the bid from Bosley Snow Removal Services for snowplowing \$200, sanding/salting \$57, or salting \$57 at Milbridge from September 2018 to August 2021.

5. **RE: APPROVAL OF BUS PURCHASE**

**ACTION:** Supt. Ramsay noted that we have been approved by the state to purchase a bus, but the board has not formally approved the purchase. Money is included in our approved budget to do so. The Transportation Subcommittee did meet a couple of months ago to discuss what type of bus to purchase. Since that meeting, Lori Mathews has been to Augusta to look at busses, talked with Russell Grant, and done some research to compare a diesel vs. gas engine. After researching, both Lori and Mr. Ramsay recommend going with the gas engine.

Motion by Vance Pineo, Jr., second Debra Murphy, and voted (789-yes, 52-no, 108-abstentions) to approve the purchase of a 21 passenger gas engine bus as recommended by the Superintendent and Transportation Director. (Wright vote no; Peterson abstained.)

6. **RE: APPROVAL OF MIGRANT PROGRAM USING HARRINGTON ELEMENTARY AND NARRAGUGUS JR./SR. HIGH SCHOOL FOR SUMMER PROGRAM**

**ACTION:** Motion by Vance Pineo, Jr., second by Debra Murphy, and voted (unanimously) to approve use of Harrington Elementary for migrant Summer School and Narraguagus Jr./Sr. High School for the migrant Rakers' Center.

7. **RE: AUTHORIZATION TO CREATE A TEMPORARY VOCATIONAL EDUCATION SUBCOMMITTEE**

**ACTION:** Motion by Gary Magby, second by Charles Peterson, Jr., and voted (unanimously) to approve creation of a temporary Vocational Education/CTE Committee to work on the FEDES grant application

with the intent to increase CTE offerings for students in Western Washington County. Chairman Grant will select three board members to serve on the committee.

**8. RE: ADJOURNMENT**

**ACTION:** Motion by Charles Peterson, Jr., and voted (unanimously) to adjourn the meeting at 8:15 p.m.

Respectfully submitted,



Ronald C. Ramsay  
Secretary to the Board

**MEETING SUMMARY, JULY 25, 2018**

**A. INTRODUCTORY BUSINESS**

2. APPROVED minutes of the June 20, 2018 Regular meeting;
7. TABLED agenda adjustments;

**B. OLD BUSINESS**

1. HIRED Michael Milazzo as music teacher;

**C. NEW BUSINESS**

1. HIRED Carolyn Howell as Special Education Ed Tech;
2. HIRED Valerie Michaud as classroom teacher at DW Merritt;
3. HIRED Morgan Merchant as Occupational Therapist;
4. ACCEPTED bids for heating oil, diesel fuel, hot lunch delivery, bread, milk, and snowplowing;
5. APPROVED purchase of 21-passenger gas engine bus;
6. APPROVED use of Harrington and Narraguagus for migrant summer school & rakers' center;
7. APPROVED creation of temporary Vocational Education/CTE subcommittee