

**MAINE SCHOOL ADMINISTRATIVE DISTRICT 52**

Greene, Leeds, and Turner, Maine

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Minutes of the Fourth Regular Meeting of the Board of Directors 2018-2019

September 20, 2018      Greene Central School

Members present: Elizabeth Bullard; Robert Allen; Richard Gross; Yuri Kowalski; Jessaka Nichols; JoAnn Nickerson; Pamela Sirois; Jon Woodard

Members absent: Carlos Gnipp

Others present: Kimberly Brandt, Superintendent of Schools; Theresa Gillis, Assistant Superintendent; Eben Shaw, Leavitt Area High School Principal; Gail Marine, Tripp Middle School Principal; Douglas Parker, Greene Central School Principal; Danielle Harris, Leeds Central School Principal; Rebekah Drysdale, Director of Special Education; District Citizens; District Employees

1. Chairperson Elizabeth Bullard called the meeting to order at 6:30 P.M. and Yuri Kowalski led the Pledge of Allegiance.
2. Act on Minutes: None
3. Communications:
  - 3.1. Superintendent Brandt reported the following resignations:
    - Angela Courchesney, Leavitt Area High School JV Girls Basketball Coach, effective September 6, 2018.
    - Michelle Boone, Greene Central School Special Education Ed Tech II, effective September 21, 2018.

Superintendent Brandt reported the following transfer:

- Alicia Lavoie, District Wide Food Service Assistant to Leavitt Area High School Food Service Assistant (3 hours per day), effective September 12, 2018.
4. Adjustment to Agenda – None.
  5. Committee Reports:
    - 5.1 Finance Committee-Yuri Kowalski reported that the committee met prior to the Board meeting. Warrants were signed, financials reviewed, and various projects were discussed.

- 5.2 Plant/Transportation/Building Committee – Robert Allen reported that the committee is working to gather information related to the potential bond package.
- 5.3 Curriculum/Policy Committee – JoAnn Nickerson reported that the committee met on September 13, 2018. A job description was reviewed; Policy JLFA, Language Teacher Position at Tripp Middle School, and Latin Honors and Top Ten at Leavitt Area High School were all discussed.
- 5.4 Student Representatives Report – None.
- 5.5 Tri-Town Education Association Support Staff (ESP) – Chairperson Elizabeth Bullard reported that this would be discussed in executive session Item 9.6.
- 5.6 Non-Teaching Negotiations (AFSCME) - Chairperson Elizabeth Bullard reported that this will be discussed in executive session Item 9.8.
- 5.7 Administrator Reports - Principal Harris updated the Board on the Leeds Central School. Leeds Central has been approved for Schoolwide Title 1. This allows all staff to work with all students. The school was also just recognized by 5210 Let's Go for the food service program. Principal Harris reviewed the school goals for the 2018-2019 school year-goals are in the areas of math, reading and improvement of chronic absenteeism.

Principal Parker shared the Greene Central School goals. Greene Central goals will focus on math, reading and school climate. During entry plan meetings, information has been gathered related to strengths and needs at Greene Central School. Principal Parker reviewed strategies that are being implemented to improve climate including a slogan, "One Staff, One School, Our Students".

- 5.8 Superintendent's Report - Kimberly Brandt shared with the Board Homecoming is Saturday with games starting at 10:00 AM and ending with the football game that begins at 7:00 PM. She gave the Board an update on Transportation. The District is currently seven bus drivers down, which means there are constant changes to bus routes. The District recognizes that this has been and continues to be challenging for parents, students and our staff. We are nominating a new bus driver this evening. The District currently have several open teacher and education technician positions as well as a need for bus drivers, bus aides and a transportation administrative assistant. The District has discussed the need for a strategic plan. The Board will be interviewing a strategic planning consultant who can support us in this process.

6. Public Comment – None.

7. Old Business–

7.1 Superintendent Brandt reported that the Regional Service Center has identified school safety and substitute calling/absence management software as the focus for the Regional Service Center's 2018-19 funding.

8. Consent Agenda – A motion was made by Richard Gross, seconded by Robert Allen and voted unanimously by those present to approve the following Non-Instructional appointments:

8.1 Non-Instructional Appointments:

- 8.1.1 Ashley Hodgkin, Leavitt Area High School Choral Director.
- 8.1.2 Papawadee Yooman, Tripp Middle School Clinical Coordinator.
- 8.1.3 Joleene Libby, Turner Primary School PBIS II Coordinator.
- 8.1.4 Kevin Fogg, Tripp Middle School 7th Grade Girls Soccer Coach.
- 8.1.5 Jeffery Gondeck, District Wide Bus Driver.
- 8.1.6 Donna Bucher, Adult Education Enrichment Instructor.
- 8.1.7 Chontel MacMunn, Adult Education Enrichment Instructor.
- 8.1.8 Adult Education 2018 Fall Semester Enrichment Instructors (Returning):  
Chris Davis, Donna Cassista, Paul Martin, Kate McCarty, Michelle Gibbert, Marty Elkin, Karen Shumac, Jeannette Whitman, Mike Burd, Bonnie Honaker, Heidi Audet, Joyce Pratt, Robert Harvey.

6. New Business:

6.1. Superintendent Brandt reported the completion of the probationary period for the following employees:

Christine Willbur	GCS	Food Service Assistant	9/13/2018
Lisa Buie	TMS	Special Education Ed Tech III	9/13/2018

6.2. A motion was made by Richard Gross, seconded by Yuri Kowalski and voted unanimously by those present for approval of the job description for Administrative Assistant to the Director of Special Education.

6.3. A motion was made by Robert Allen, seconded by Richard Gross and voted unanimously by those present for approval of the June, July and August Operating and Expenditure reports.

6.4. A motion was made by Robert Allen, seconded by Richard Gross and voted unanimously by those present to enter into an Executive Session to discuss interview Strategic Planning Consultant pursuant to 1 M.R.S.A. 405(6)(A).

The Board entered Executive Session at 6:55 P.M.  
The Board returned to Open Session at 7:52 P.M.

6.5. No action taken.

6.6. A motion was made by Robert Allen, seconded by Richard Gross and voted unanimously by those present to enter into an Executive Session to discuss the Tri-Town Education Association Support Staff (ESP) for negotiations pursuant to 1 M.R.S.A. §405(6) (D).

The Board entered Executive Session at 7:53 P.M.  
The Board returned to Open Session at 8:39 P.M.

6.7. No action taken.

6.8. A motion was made by Robert Allen, seconded by Richard Gross and voted unanimously by those present to enter into an Executive Session to discuss information related to negotiations with Non-Teacher Association, Council #93 Local 2010 (AFSCME) pursuant to 1 M.R.S.A. §405(6) (D).

The Board entered Executive Session at 8:40 P.M.  
The Board returned to Open Session at 8:42 P.M.

6.9. No action taken.

7. Other Business - None.

8. A motion was made by Yuri Kowalski, seconded by Jon Woodard and voted unanimously by those present to adjourn the meeting at 8:42 P.M.

Respectfully submitted,



Kimberly Brandt, Secretary

# MEMO

**MSAD 52**  
**Business Office**  
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Michele Coates, Business Manager

Sally Morissette, Accounts Payable Specialist

Ida Barker, Payroll and Benefits Specialist

**Finance Committee**  
**Meeting Minutes**  
**September 20, 2018**  
**Greene Central School**

Present: Yuri Kowalski, Kim Brandt, Dan Labrie, Michele Coates

Absent: Jon Woodard, Richard Gross

1. Sign Warrants
2. June, July, August Financials – The group reviewed financials for June, July and August. The financials for June are pending the audit which will happen the first week of October. There will be a need to transfer from one of the warrants (probably regular instruction) to transportation and facilities warrants as both of those went over budget due to unexpected expenses.
3. Discussion regarding logs/rocks as barriers – Dan received a quote of \$22k for fencing at middleschool. Castonguay Logging is getting a price on rocks. There was discussion regarding using logs for barriers at the middle school multipurpose fields. Rocks would be good with a white fence along the baseball fields. Rather than logs a longer term solution could be fencing and rocks. Yuri requested costs and then bring back to the committee for further discussion. Dan will check with TAA to see how many more years they will be using the middle school field. There was discussion regarding fence or rocks on Turner Center Road for protection of kids. Maybe if we buy fencing for all we will get a better price. Dan will check on pricing. Come down along the road and maybe along edge of the parking lot. The Town of Turner is working on their comprehensive plan and part of that discussion is TAA fields. Kim was invited to that meeting.
4. Discussion regarding repairs/maintenance to wood chip boiler – Paul received a quote from Messersmith to take care of problems with wood chip boiler \$4258. Ongoing problems have been due to the water content. Repairs include bushings, sprockets and belts. Dan will check to see what the Siemens maintenance package includes. Was this boiler excluded completely? If no maintenance was included for the boiler Yuri feels as though this is ok and would be regular maintenance cost. Clark Metal Fab also gave a cost of \$2000 for additional skirting where the chips are put in the boiler to prevent moisture from coming in creating additional moisture. There was a recommendation to put this in next year's budget.
5. Murray Heutz Propane proposal – Michele was able to negotiate a one-year extension on the Murray Heutz 5-year contract. Dan will find out from a mechanical contractor (not a propane dealer) the cost of replacing Murray Heutz tanks with district owned tanks. Michele will find out the "street" cost of propane from other providers.
6. Leavitt Institute Water Issues – Leavitt Institute Building has been having water issues for years. Mike did some investigating at the Institute, the church across the street and the apartment building. Mike Melanson suggested that we most likely have a pinched/crushed pipe. We will

need to hire an excavator and start digging. It is the deed that we would provide them water. Dan will get an estimate from Troy Varney. Will put on the agenda for a future meeting and discussion.