

MAINE SCHOOL ADMINISTRATIVE DISTRICT No. 52

Greene, Leeds, and Turner, Maine

Minutes of the Sixth Regular Meeting of the Board of Directors for 2014-2015

October 30, 2014 6:30 P.M. Turner Elementary School

Members present: Elizabeth Bullard; Diana Morgan; Robert Allen; Yuri Kowalski; Richard Gross; John Soucy; Peter Ricker; JoAnn Nickerson

Members absent: Jon Woodard

Others Present: Henry Aliberti, Jr., Superintendent of Schools; Becky Foley, Assistant Superintendent; Deborah Roberts, Business Manager; Eben Shaw, Leavitt Area High School Principal; Gail Marine, Tripp Middle School Principal; Cynthia Alexander, Turner Elementary School Principal; Pamela Doyen, Greene Central School Principal; Danielle Harris, Leeds Central School Principal; Razell Ward, Adult Education Director; Karen Potvin, Technology Education Coordinator; District Citizens; District Employees

1. Chairperson Elizabeth Bullard called the meeting to order at 6:29 P.M. and led the Pledge of Allegiance.
2. The First Special Meeting, September 25, 2014, and the Minutes of the Fifth Regular Meeting, October 9, 2014, were approved under general consent with revision to October 9, 2014 minutes.
3. Communications:
 - 3.1 Superintendent Aliberti reported the resignation of Jennifer Hare as Greene Central School Ed Tech III Interventionist, effective November 7, 2014.
 - 3.2 Superintendent Aliberti informed the Board that Leavitt Area High School's Spring Play and One Act Play advisors will swap assignments. Kade Hill will be the Spring Play Advisor and Kerri Becker will be the One Act Play advisor.
4. Adjustments to Agenda:
 8. Consent Agenda – Items to be acted upon collectively unless a Board member asks that a specific item be acted upon individually.
 - 8.1 Non-Instructional Appointments
 - 8.1.4 Removal of agenda item
 - 8.1.7 Removal of agenda item
 - 8.1.8 Removal of agenda item
5. Committee Reports:
 - 5.1 Finance Committee: Diana Morgan reported the committee had met. The committee members signed warrants. There was a cash flow issue for a short time due to having three

payrolls in a month. The towns of Greene and Turner released their checks to us early, which was very helpful. There was discussion about the additional half hour added to some of the Ed Techs in special education. The increase will be covered with the contingency fund. Lastly, the financials were reviewed.

- 5.2 Plant/Transportation/Building Committee: Peter Ricker reported the committee has met and finalized the project scope of the Performance Contract.
 - 5.3 Curriculum/Policy Committee: JoAnn Nickerson reported the committee has met. They continue to review policies with mostly minor grammatical changes.
 - 5.4 Student Representative's Report: Nathaniel Allen reported that the Haunted Hallway was a success. The first quarter ends on October 31st, and November 6th is parent/teacher conferences. The Leavitt Craft Fair will be held on November 8, 2014.
 - 5.5 Tri-Town Support Staff Negotiations (ESP): Peter Ricker reported that the committee is looking for a time to meet. Agenda Item 9.16 on the agenda was removed.
 - 5.6 Administrator's Report: Assistant Superintendent Becky Foley, reported that the waiver for the Proficiency Based Diploma was sent to the State on October 17th. The District is requesting Waiver 4 as the high school is not ready to certify proficiency for all students in the subject of foreign language. This is the year that the District is having its NCLB monitor. The report was submitted this week to the State. In January, the State will notify the District if more information is needed, will receive a site visit, or whether the written report is adequate.
 - 5.7 Superintendent's Report: Superintendent Aliberti gave the Board a list of programming and building needs that will have budget implications for next year. The list is not inclusive of all needs. He reviewed the major areas. The items with solid dots show the major areas that could impact the budget. Open circles represent other detailed areas that will be discussed during the budget process, i.e. replacing art room furniture. There is a need for continued investment in capital repairs, i.e. furniture, painting, tile replacement. The list is to serve as a reference sheet. The reverse side of the sheet outlines topics to be discussed more fully. The Board was appreciative of the list and the advance notice of items for consideration before the actual budget cycle begins. Superintendent Aliberti mentioned the current administrative openings: half- time Assistant Principal position at Greene Central School; Leavitt Area High School Dean of Students vacancy, and the current Facilities/Transportation director. In addition there is a need for a substitute administrator at the middle school as Mrs. Pilote is out due to a family medical issue.
6. Public Comment – None.
 7. Old Business:
 8. Consent Agenda:
 - 8.1 Non-Instructional Appointments –A motion was made by Robert Allen, seconded by Yuri Kowalski and voted unanimously by those present to approve all Non-Instructional appointments.
 - 8.1.1 Michelle Grimbilas, Tripp Middle School Special Education Ed Tech II.
 - 8.1.2 Bethany Harlow, Tripp Middle School 7th Grade Field Hockey Coach.
 - 8.1.3 Nathan Melanson, Leavitt Area High School Weight Room Supervisor.
 - 8.1.4 Agenda item removed.

- 8.1.5 Pamela Lanyon, District Wide Van Driver.
- 8.1.6 Paul Goslin, District Wide Van Driver.
- 8.1.7 Agenda item removed.
- 8.1.8 Agenda item removed.
- 8.1.9 Laura Esty, Leavitt Area High School National Honor Society.
- 8.1.10 Jamie Juntura, Tripp Middle School 7th Grade Girls Basketball Coach.
- 8.1.11 Lawrence Hathaway, Tripp Middle School 8th Grade Boys Basketball Coach.
- 8.1.12 Tripp Middle School 2014 Winter Coaches (Returning):
 - Joleen Blue, 8th Grade Girls Basketball.
 - Chuck Gurney, 7th Grade Boys Basketball.
 - Brian Laflamme, Nordic Skiing.
 - Matthew Drewal, Intramurals.

9. New Business:

9.1 Siemens Industry gave a presentation on upgrading school facilities and reducing energy and maintenance costs utilizing performance contracting. In March of 2014 the District examined how to best make needed infrastructure improvements. In April of 2014, the committee collaborated and issued an advertisement for a competitive RFQ process. Siemens was selected as the company to utilize. The current proposal projects the following:

- Yearly savings of 263,524.
- Total Project Cost 5,022,646.
- Efficiency Maine incentive \$495,317. This is the largest incentive that has been given to a school.
- 17.18 year payback

This is a 20 year process. Improvements can be made with no impact to taxpayers. If the District exceeds their savings, all savings go to the District. All schools that Siemens has contracted with have exceeded their savings. The project has 100% assurance of no risk to the school district. Any risks are on Siemens. The energy savings from the new boilers, insulation, controls, gas conversions and ventilation improvements pay for the project. This eliminates the need to go to taxpayers to pay for the improvements. This will have a major positive impact on the existing deferred maintenance list. If the school district were to have a shortfall in savings on the project, then Siemens is responsible for making up the difference in savings.

Some of the upgrades include: utilize oversized HS chip boiler by connecting an underground pipe to Tripp Middle School and Turner Elementary School; replacement of all antiquated pneumatic controls; major LED lighting enhancements. Every external light will be converted, and nearly all class room fixtures, gym, library, cafeterias will be converted; Tripp Middle School multi boiler room conversion to single boiler plant; 173 new windows to Tripp Middle School; over 200 windows at the high school to be fixed; new heating and ventilation system for Central Office facility.

Siemens is the single-source provider in the agreement. This is important for issues that may occur in later years. Next steps: delivery and installation of new equipment, and facility improvement measures. Final Board approval in about sixty days. Do not have to make any payments until the project is complete.

9.2 Assistant Superintendent Becky Foley, Greene Central School first grade teacher Amy Duguay and Greene Central School Principal Pam Doyen explained about the new goal

setting process that is being piloted with the new teacher evaluation process. In this new process, goal setting is completed in a new timely manner, goals are more rigorous, goals are now weighted, and count 20% in the overall teacher effectiveness rating. Amy Duguay shared the process that she went through with Principal Doyen. She chose two goals that are focused on reading and math. Both Amy and Principal Doyen found the experience to be a very positive one. The sixth grade team at Greene Central School met with Principal Doyen as a group to create their goals.

- 9.3 Update on Grade 3 Transition: This was an idea discussed by the Instructional Models subcommittee. This move could help balance the student numbers in Turner Primary School and Turner Elementary School to around 250. It would give students four years in each building. There would be no change in busing. Steps taken towards this move have included examining the unified arts schedules such as library, art, and music. Principals are working on mock schedules. Administrators have met with Turner Primary and Turner Elementary staff to discuss the concept. A meeting with parents will be held with the PTC on Tuesday, Nov. 4th at 6:30 p.m. Another meeting will be held with parents again in December.
- 9.4 All Board members and administrators who attended the recent fall Maine School Management Association (MSMA) conference reported out. Board Member Richard Gross was the voting delegate. On the vote about the Common Core Standards, 12 people voted against, but it passed. Local control and charter school voting had the majority in support with the exception of four to five people. The keynote speaker was Ken Kay, CEO of Ed Leader 21. He shared seven steps for educating students in the 21st century. Richard Gross also attended a session of the charter school commission in which the charter schools said that they will be issuing proficiency based diplomas. Business Manager Deb Roberts went to collective bargaining sessions, and learned about the MSMAsearch.org which allows a person to search for policies or sample contracts. She registered the District for the site. Board Member Diana Morgan spoke about the keynote speaker Ken Kay. He talked about the need to explicitly teach the 4 Cs: critical thinking, collaboration, creativity, and communication. She went to another session on communication and keeping it simple. It's important not to use jargon with larger audiences. When attending the session on "When Good Boards Go Bad," she realized how lucky the District is to have such a good Board. She also attended a session on Managing Grief and Loss. Board member JoAnn Nickerson also attended the session on Managing Grief and Loss. The way the media responds to such issues is critical. Messalonskee might be a good resource if our District finds itself in a similar situation. Superintendent Aliberti attended a session on School Law and spoke about a couple of the cases that were reviewed which highlighted the importance of preserving critical information during investigations. Board Chair Elizabeth Bullard felt better about where the District is in regards to teacher evaluation and proficiency based diplomas after attending the conference. She also attended a very interesting session on virtual high schools, and spoke about the benefit to the District in examining this further in regards to foreign language. Assistant Superintendent Becky Foley spoke about the talk from Ken Kay and how it could be utilized in organizing professional development. She also mentioned how critical it was to have employees and students who are self-directed. Apple Corporation has a belief that when somebody needs to be managed, they are no longer employable with their company.
- 9.5 A motion was made by Diana Morgan, seconded by Richard Gross and voted unanimously by those present to approve increase work hours for three Special Education Ed Tech IIIs in the Functional Skills Program at Tripp Middle School.
- 9.6 A motion was made by Peter Ricker, seconded by Diana Morgan and voted unanimously by those present to approve the 2014-15 Comprehensive Emergency Plans.

- 9.7 A motion was made by Yuri Kowalski, seconded by Robert Allen and voted unanimously by those present to approve the job description for Title 1A Educational Technician III.
- 9.8 A motion was made by Yuri Kowalski, seconded by Peter Ricker and voted unanimously by those present to approve the job description for Educational Technician III.
- 9.9 A motion was made by Yuri Kowalski, seconded by Peter Ricker and voted unanimously by those present to approve September Expenditure Operating reports.

9.10-9.13

A motion was made by Peter Ricker, seconded by Diana Morgan and voted unanimously by those present to approve:

- 9.10 First and Second Reading and Adoption of revised Policy KI: Visitors to the Schools.
- 9.11 First and Second Reading and Adoption of revised Policy KFAA: Use of Recreational Vehicles on School Property.
- 9.12 First and Second Reading and Adoption of revised Policy JLDBG: Reintegration of Students from Juvenile Correctional Facilities.
- 9.13 First and Second Reading and Adoption of revised Policy IKB: Policy on Homework.
- 9.14 A motion was made by Richard Gross, seconded by Yuri Kowalski to approve First Reading and Acceptance of Policy IIB: Pre-Kindergarten – 6 Class Size and Composition. There was a discussion held and the motion was tabled. The Board would like more information about the State statutes and guidelines around class size.
- 9.15 A motion was made by Richard Gross, seconded by Diana Morgan to approve First Reading and Acceptance of revised Policy IHD: MSAD 52 Adult and Community Education Positive Action Advisory Council. There was discussion about this policy and the motion was tabled until further research can be done about the need for the policy, about what surrounding districts are doing, and until clearer language can be drafted.
- 9.16 Agenda item was removed.

10. Other Business:

- 10.1 Chairperson Bullard spoke about the need to keep “other” to items that may need to be discussed at future Board meetings. It will be important to keep track of these items, so they can be discussed at future meetings.
- 10.2 Greene Central School Principal Pam Doyen mentioned that the sign on 202 for Greene Central School has been removed due to it being worn out. The State has said that another sign cannot be erected in its place. Business Manager Deb Roberts said that D. Allen from the State is in charge of signage. The District will explore possibilities.

11. A motion was made by Diana Morgan, seconded by Peter Ricker and voted unanimously by those present to adjourn the meeting at 8:52 P.M.

Respectfully submitted,

A handwritten signature in black ink, reading "Henry Aliberti, Jr." in a cursive script.

Henry Aliberti, Secretary