

MAINE SCHOOL ADMINISTRATIVE DISTRICT No. 52

Greene, Leeds, and Turner, Maine

Minutes of the Seventh Regular Meeting of the Board of Directors for 2013-2014

November 14, 2013 6:30 P.M. Greene Central School

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

Members absent: Jon Woodard

Others Present: Henry Aliberti, Superintendent of Schools; Becky Foley, Assistant Superintendent of Schools; Deborah Alden, Special Education Director; Eben Shaw, Leavitt Area High School Principal; Gail Marine, Tripp Middle School Principal; Cynthia Alexander, Turner Elementary School Principal; Danielle Harris, Leeds Central School Principal; Glen Reynolds, Facilities/ Transportation Director; Karen Potvin, Technology Coordinator; District Citizens; District Employees

1. Chairperson Elizabeth Bullard called the meeting to order at 6:35 P.M. The Pledge of Allegiance was led by Yuri Kowalski.
2. The Sixth Regular Meeting Minutes, October 24, 2013 and the First Special Meeting Minutes, October 30, 2013 were approved under general consent.
3. Communications – None.
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
 - 8.1.2 Turner Primary School/Leeds Central School Ed Tech III (revised nomination)
 - 8.1.22 Leavitt Area High School Girls Ice Hockey Volunteer
9. New Business
 - 9.7 Approval of a three day field trip to Quebec City, Canada for Leavitt Area High School's Contemporary Issues Program (Gifted/Talented Social Studies class) through the Androscoggin Valley Education Collaborative (AVEC).
5. Committee Reports:
 - 5.1 Finance Committee: Diana Morgan reported the committee had met and discussed the laptop program. It was agreed that Dr. Aliberti would make the Board aware as soon as the premiums are known each year. When students

cannot afford the premium, the fees should be covered in some other manner. There was a request to provide the list of supplies that students are being requested to buy. There is a consistent letter sent to parents. The committee also discussed the September financials and signed warrant articles. (See attached full subcommittee report).

- 5.2 Plant/Transportation/Building Committee: Peter Ricker reported the committee has not met but will be meeting before the next Board meeting. The subcommittee will be looking at the bus garage, maintenance costs, reliability, and quality of the work. The majority of the Board would like the presentation regarding transportation to be given to the full Board. Some of the long range committees are crossing over with discussion that could be held with the existing subcommittees. Dr. Aliberti responded that the committees are twofold. Some are long range, big idea committees, while some are more short term. Any recommendation from the long range committee will be filtered through the appropriate subcommittees or through the budget process. For example, the Instructional Model will be recommended as a standing committee. Some suggestions from the committee may be going through Curriculum/Policy committee. There will be an evaluation of the long range committees at some point, possibly December. Transportation is developing a survey to find out what other districts are doing. Some good information may come from the survey. One concern is that the District might be missing some big ideas if we are concerned with the smaller items.
- 5.3 Curriculum/Policy Committee: JoAnn Nickerson reported the committee met and discussed Policy JJJ – Academic Eligibility and it will be brought to the next meeting for a full Board discussion. The upcoming meeting should be communicated widely.
- 5.4 Negotiations Committee (TTEA): Robert Allen reported that the committee will be meeting on December 3rd and on December 10th at the Tripp Middle School library.
- 5.5 Student Representative's Report: None.
- 5.6 Administrator's Report: Turner Elementary School Principal Cynthia Alexander reported that on October 25th there was an assembly for the whole school due to the town library receiving a grant. The Mad Science came and did a "Fire and Ice" presentation. Many of the students were able to participate. There was a PBIS update. They passed Tier 1 last year. Turner Elementary School has a new PBIS coach, Caren Lederer, and she is working well with Turner Elementary. Two new coaches are stepping up in leading this initiative, Erin Fraser and Mallory Murphy. The custodian, Owen Donnell, created a PBIS song where all students and staff sang along. On building goals, they are working on reading, writing, and math. The fourth goal is on climate. They have worked on being a healthy organization, using excerpts from the book The Advantage by Patrick Lencioni. An outside facilitator, Kathryn Kirkland, came in and worked with the staff on improving the professionalism within the building. The BLT will assess and reflect on the goal throughout the year. On October 9th, the staff completed a survey. The new staff reported feels there is a high level of professionalism. The staff is keeping conversations respectful and appropriate, which promotes a positive climate, and they report having good access to the principal. Principal Alexander has met with each staff individually

to determine how they prefer to communicate with her. Staff was trained in ADS, an online program, to better differentiate within the Everyday Math program. All parent/teacher conferences are going well, and the recent music concert was a success.

5.6 Superintendent's Report: Dr. Aliberti reported that the auditor will be attending the December meeting. All long range committees are up and running. Dr. Aliberti attended a Veterans Assembly at Tripp Middle School, where veterans spoke, poems were read, and the chorus performed. At Greene Central School, Jim Paradis, a Pearl Harbor veteran spoke to the students. There may be a change at the State level in the Department of Education and Department of Health and Human Services concerning placement of students in residential programs. This could result in an increase to local Districts' share of the costs, which could be a substantial amount of money. Our food service program is the first middle school in the State to earn the Healthy Gold Medal Award. Michelle Obama has been invited to come to the District. In February, an analysis of the Pre-K program will be presented. Business Manager Deb Roberts attended a session at the conference where she created some documents that may be helpful when new positions are requested in the budget process. Dr. Aliberti distributed a tentative timeline for the budget, which was also distributed at an administrative team meeting. Leeds Central School and Turner Primary School have recently been identified as Focus schools, and will be working with State Consultant Linda Parkin. The schools have been identified due to an achievement gap of our special education population versus other subgroups.

6. Public Comment: Mr. Breton commented about the required insurance for the iPads. He has contacted the State who he said would be contacting the Superintendent. He believes that the District needs a policy to require insurance coverage for technology. Mr. Breton will provide the District with a copy of letter he received.

7. Old Business - None.

8. Consent Agenda:

8.1 Non-Instructional Appointments –A motion was made by Diana Morgan, seconded by Peter Ricker and voted unanimously by those present to approve all Non-Instructional appointments.

- Tech III.
- 8.1.1 April Barnes, Turner Primary School Functional Life Skills Special Education Ed Tech I.
 - 8.1.2 Misty Favreau, Turner Primary School/Leeds Central School Ed Tech III.
 - 8.1.3 Charlie Castonguay, Adult Education Academic Instructor.
 - 8.1.4 Jane Campbell, District Wide Mentor Coordinator.
 - 8.1.5 Marcia Martin, K-12 Visual and Performing Arts Coordinator.
 - 8.1.6 Lauren Gilbert, Leavitt Area High School Functional Life Skills Special Education Ed Tech III.
 - 8.1.7 Julie Wilson, Greene Central School Day Treatment Program Special Education Ed Tech III.

- 8.1.8 Monique Gagne, Turner Elementary School Special Education Ed Tech II.
- 8.1.9 Michelle Grimбилas, Tripp Middle School Functional Life Skills Special Education Ed Tech III.
- 8.1.10 Glen Poulin, Leavitt Area High School Boys Ice Hockey Coach Volunteer.
- 8.1.11 Lane Feldman, Leavitt Area High School Boys Ice Hockey Coach Volunteer.
- 8.1.12 Jamie Boucher, Leavitt Area High School Boys Ice Hockey Coach Volunteer.
- 8.1.13 Melissa Collins, Leavitt Area High School Girls Ice Hockey Coach Volunteer.
- 8.1.14 Steve McCarthy, Leavitt Area High School Nordic Ski Coach Volunteer.
- 8.1.15 Leavitt Area High School Winter Coaches (returning):
Mike Hathaway, Varsity Boys Basketball.
Shawn Fanjoy, JV Boys Basketball.
Jason Breton, Freshman Boys Basketball.
Shon Collins, Varsity Girls Ice Hockey.
Dustin Williamson, Varsity Nordic Skiing.
Jessica Hinkley, Nordic Assistant Skiing.
Jacob Johnston, Varsity Alpine Skiing.
Victoria Tanous, Assistant Alpine Skiing.
Brenda Perry, Varsity Competition Cheering.
- 8.1.16 Tripp Middle School Winter Coaches (returning):
Joleen Blue, 8th Grade Girls Basketball.
Randy Parenteau, 8th Grade Boys Basketball.
Brian Laflamme, Nordic Skiing.
Matt Drewal, Intramurals.
- 8.1.17 Duane Byrant, Tripp Middle School 7th Grade Girls Basketball Coach.
- 8.1.18 Irwin Gurney, Tripp Middle School 7th Grade Boys Basketball Coach.
- 8.1.19 Larry Morin, Leavitt Area High School Girls Ice Hockey Coach Volunteer.
- 8.1.20 Kolin Gauthier, Leavitt Area High School Boys Basketball Coach Volunteer.
- 8.1.21 Debra Duplissis, District Wide 6-Hour Bus Driver.
- 8.1.22 Frank Jalbert, Leavitt Area High School Volunteer Girls Ice Hockey Coach.

9. New Business:

- 9.1 A motion was made by Diana Morgan, seconded by Peter Ricker and voted unanimously by those present to approve the September Operating and Expenditure reports.
- 9.2 The Patience Norman Award carries a \$5,000 prize. The review committee is made up of members of the school board who recommends two to three finalists to the Board Chair and the Superintendent of Schools. In the past, it has been a Board member from each town. Richard Gross, Yuri Kowalski and Jon Woodward volunteered to make up the committee.

The District is also forming a teacher evaluation committee and Peter Ricker and Elizabeth Bullard are willing to serve as Board member representatives.

Hearing no objections, Chairperson Bullard moved to Agenda Item 9.7

- 9.7 The Board reviewed a three day field trip to Quebec City, Canada for Leavitt Area High School's Contemporary Issues Program (Gifted/Talented Social Studies class) through the Androscoggin Valley Education Collaborative (AVEC). This trip is open to everyone. There will be eight students who will be provided the opportunity to take the trip. There will be one chaperone to five students. This trip will take place February 28th, March 1, and March 2, 2014. A motion was made by Peter Ricker, seconded by Diana Morgan and voted unanimously by those present to approve the field trip.

Hearing no objections, Chairperson Bullard returned to Agenda Item 9.3

- 9.3 A motion was made by Diana Morgan, seconded by Robert Allen and voted unanimously by those present to enter into Executive Session to discuss information in confidential records pursuant to 1 M.R.S.A. § 405(6)(F).

The Board entered Executive Session at 7:45 p.m.
The Board returned to Open Session at 9:53 p.m.

- 9.4 A motion was made by Diana Morgan, seconded by Robert Allen and voted 7 Yes (Bullard, Gross, Ricker, Morgan, Kowalski, Allen, Milliken) and 1 Abstain (Nickerson) to deny the Level III grievance hearing.

A motion was made by Diana Morgan, seconded by Peter Ricker and voted unanimously by those present to extend the Board meeting beyond 10:00 p.m.

- 9.5 A motion was made by Diana Morgan, seconded by Robert Allen and voted unanimously by those present to enter into Executive Session to discuss information related to negotiations with Tri-Town Education Association (TTEA) pursuant to 1 M.R.S.A. § 405(6)(D).

The Board entered Executive Session at 9:59 p.m.
The Board returned to Open Session at 10:17 p.m.

- 9.6 No action warranted.

10. Other Business:

- 10.1 Peter Ricker shared that at a future Board meeting, he would like a review of what is being taught in social studies and science in each grade level.
- 10.2 A request was made for an update about the athletic fields and artificial turf. This will go through Plant/Transportation/Building committee.

11. The meeting was adjourned at 10:20 P.M.

Respectfully submitted,

Henry J. Aliberti, Jr.

Henry Aliberti, Secretary

MINUTES
Finance Committee
10/30/2013

Attending: Diana Morgan, Jon Woodard, Peter Ricker, Deb Roberts, Henry Aliberti

1. Financial impact of upgrading a Special Ed Ed Tech II to and Ed Tech III.
Tabled for now.

2. Student fees to participate in any school activity including lap top insurance.
Jon said he wanted to review the procedure for the laptop insurance. Three years ago we changed from self-insurance to students paying for insurance with a \$100 deductible. Curriculum & Policy committee discussed change to policy for insurance, but no policy change was made. There was discussion when this was implemented to have sliding fee for free and reduced. If the insurance is not taken, the student is not allowed to take the lap top home. This became a practice, not part of policy. Jon would like an agenda item to review the laptop program as it was three years ago that this was implemented and we have new board members. Henry agreed that he would let the board know each year when we get the rate for the insurance.

Other fees- Jon feels that other fees that students are required to pay should be brought up in the budget. Peter wanted to make sure the classes that are required for graduation either do not have fees or if there are fees and the students can't pay, there are resources for them to still take these classes.

The committee discussed what supplies parents are asked to provide at the beginning of the year. Henry said there is now a standard letter for k-8. Jon said there were binders and other supplies required by the Middle School. The Committee wants the board to be mindful of this during the budget process.

Peter asked about the Adult Ed enrichment money. According to Deb, the State of Maine required funds for enrichment programs be kept separate from academic starting about three years ago. From what Deb has been told, the State does not want enrichment funds supporting academics. She has tried to get a bit more clarity on this with little success. She will try again and ask what it can be used for. This account has historically had a balance increase of about \$4,000 a year.

Deb asked for clarity on what next steps the Finance Committee would like once the data is collected that has been requested.

Additional information regarding whether or not courses that require supplies are mandatory or elective – report back to Finance Committee.
Information related to what we are asking for students to purchase for supplies for the start of each school year including a copy of any of the request letters– report out to the full Board.

Information from the State about how the Adult Ed Enrichment funds should be used – report back to Finance Committee.

3. September financials reviewed, and we are on track. Deb is playing phone tag with the Attorney General regarding the day care restitution balance owed and report back once she is able to connect with someone.
4. Warrant articles were signed.

Minutes prepared by: Diana Morgan