

**MAINE SCHOOL ADMINISTRATIVE DISTRICT 52**

Greene, Leeds, and Turner, Maine

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

February 28, 2019 Tripp Middle School

Members present: Elizabeth Bullard; Carlos Gnipp; Richard Gross; Yuri Kowalski; Jessaka Nichols; JoAnn Nickerson; Pamela Sirois; Jon Woodard (left at 8:25pm); Coreene Baumann

Members absent: None

Others present: Kimberly Brandt, Superintendent of Schools; Michele Coates, Business Manager; Theresa Gillis, Assistant Superintendent; Eben Shaw, Leavitt Area High School Principal; Gail Marine, Tripp Middle School Principal; Kelly Marston, Turner Elementary School Principal; Ryan Patrie, Turner Primary School Principal; Douglas Parker, Greene Central School Principal; Danielle Harris, Leeds Central School Principal; Razell Ward, Adult Education Director; Rebekah Drysdale, Director of Special Education; Luci Davis, Assistant Director of Special Education; Daniel Labrie, Director of Facilities and Transportation; David Roberts, Food Service Director; Randall Swift, Technology Director; District Citizens; District Employees

1. Chairperson Elizabeth Bullard called the meeting to order at 6:00 P.M. and Pamela Sirois led the Pledge of Allegiance.
2. The Minutes of the Tenth Regular Meeting, January 24, 2019 were approved by general consent. The Minutes of the Eleventh Regular Meeting, February 7, 2019 were approved by general consent.

Hearing no objections, Chairperson Bullard moved to Agenda Item 10.1.

10.1 Representatives from Radio Communications Management, Inc. presented information regarding digital bus radios.

3. Communications:

3.1 Superintendent Brandt reported the following resignations:

Leslie Bilodeau, Greene Central School Food Service Manager, effective April 12, 2019.

Julie Wright, Leeds Central School Food Service Assistant, effective March 12, 2019.

Darunee Suthambhitak, Turner Primary School Title 1A Ed Tech III, effective March 1, 2019 (accepted position at Greene Central School as Ed Tech III Interventionist).

3.2 Superintendent Brandt reported the following transfers:

Phil Provencher, Leavitt Area High School 2nd Shift Custodian to Leavitt Area High School 1st Shift Custodian, effective January 2, 2019.

Lisa Crawford, Tripp Middle School 2nd Shift Custodian to Turner Elementary School 1st Shift Custodian, effective August 30, 2018.

Kevin Lilley, Greene Central 2nd Shift Custodian to Tripp Middle School 2nd Shift Custodian, effective March 22, 2019.

#### 4. Budget Work Session

##### 4.1 Work Session on the 2019-20 budget

4.1.1 Superintendent Brandt provided an overview on the budget planning process and shared information related to ED279 funding.

4.1.2 Warrant Article 3 Regular Instruction was reviewed.

A motion was made by Yuri Kowalski, seconded by Jon Woodard and voted unanimously by those present to move the Instructional Coaches at Turner Primary School and Turner Elementary School to the revisit list.

A motion was made by Coreene Baumann to eliminate the Pre-Kindergarten program at Turner Primary School. The motion was not seconded, and failed.

A motion was made by Coreene Baumann, seconded by Yuri Kowalski and voted 5 YES (Kowalski, Woodard, Baumann, Bullard, Nickerson) and 4 NO (Gnipp, Nichols, Gross, Sirois) to move the additional teacher at Greene Central School to the revisit list. The motion carried.

A motion was made by Coreene Baumann to eliminate the Pre-Kindergarten program at Greene Central School. The motion was not seconded, and failed.

A motion was made by Coreene Baumann, seconded by JoAnn Nickerson and voted 4 YES (Nickerson, Baumann, Bullard, Woodard) and 5 NO (Kowalski, Sirois, Gnipp, Gross, Nichols) to move the additional teacher at Leeds Central School to the revisit list. The motion failed.

A motion was made by Coreene Baumann to eliminate the Pre-Kindergarten program at Leeds Central School. The motion was not seconded, and failed.

A motion was made by Coreene Baumann to reduce Line 1000-300-1200-1000-56400, Regular Instruction Textbooks and Periodicals at Leavitt Area High School. The motion was not seconded, and failed.

A motion was made by Coreene Baumann to reduce Line 1000-300-1200-1150-54310, Physical Education/Health Equipment at Leavitt Area High School. The motion was not seconded, and failed.

A motion was made by Coreene Baumann to cut monies allocated for three slots for students in a truck driving program. The motion was not seconded, and failed.

4.1.2 Warrant Article 4 Special Instruction was reviewed.

4.2 On March 14, 2019, at Greene Central School at 6:00 P.M., the Board of Directors will review Warrant Article 10 Transportation, Warrant Article 11 Facilities ' Maintenance, Warrant Article 12 Debt Service and Warrant Article 13 Food Service. Warrant Articles 3 and 4 will be reviewed on April 4, 2019.

5. Adjustment to Agenda: None

6. Committee Reports:

- 6.1. Finance Committee-Business Manager Coates reported that the committee met prior to the Board Meeting. The Committee reviewed the January financials, discussed the need to purchase two evacuation chairs for LAHS students, requested support in moving forward with the engineering work related to the water pump at TES, discussed some higher-yielding certificates of deposit and recommended a transfer of unexpended teacher salaries from FY18 to accrued summer salaries, as per Auditor recommendations.
- 6.2. Plant/Transportation/Building Committee – Elizabeth Bullard reported that the committee has not met.
- 6.3. Curriculum/Policy Committee – JoAnn Nickerson reported that the committee met and discussed several policies related to security cameras on school property, video cameras on school vehicles, parent involvement in Title 1 as well as a job description for the Administrative Assistant to the Assistant Superintendent. All of these policies will be brought to the March 14, 2019 School Board meeting.
- 6.4. Student Representatives Report – Chase Rowe reported that Winter Carnival took place prior to February break. Three sports teams have recently been given Sportsmanship Awards. A group of students will be participating in One Act

Plays in Skowhegan.

- 6.5. Administrator Report-Director Drysdale provided an overview of Special Education Funding.
  - 6.6. Superintendent's Report - Superintendent Brandt is meeting with staff at each school to present on the budget and answer any questions. Superintendent Brandt thanked the administrative team for their work on the budget and prioritizing greatest needs to improve student learning while being fiscally responsible to our taxpayers. Winter carnival was a tremendous success with students and staff enjoying the activities and putting on some impressive performances. All six schools are practicing lockdown drills this week. Safety Consultant Scott Parker is coordinating with police and fire professionals to observe these practices and give us feedback.
7. Public Comment – None.
8. Old Business– None
- 8.1 Superintendent Brandt provided an update on Strategic Planning. The team is meeting on March 11th to review the survey responses, identify themes and decide on next steps toward writing goals for the strategic plan.
  - 8.2 Superintendent Brandt provided an update on the Regional Service Center. Work continues with Safety Consultant Scott Parker. We are happy to have his support to be sure our safety practices are aligned with current best practice. Because we are part of a regional service, we received \$120,978.76 in our ED 279 that we otherwise would not have received.
9. Consent Agenda – A motion was made by Carlos Gnipp, seconded by Richard Gross and voted unanimously by those present to approve the following Non-Instructional appointments:
- 9.1 Non-Instructional Appointments:
    - 9.1.1 Adult Education Winter-Spring 2019 Enrichments Instructors (Returning)  
Dustin Williamson, Bonnie Honaker, Jeannette Whitman, Mary Crane, Dave Roberts, Michelle Gibbert, Larry Angelo, Brad Rounds, Judy Emch, Heidi Audet, Mike Burd  
Eddy Naples.
    - 9.1.2 Donna Harris, Adult Education Enrichment Instructor.
    - 9.1.3 Leah Boyd, Adult Education Enrichment Instructor.
    - 9.1.4 Elizabeth Murphy, Adult Education Enrichment Instructor.

- 9.1.5 David Deas, Adult Education Enrichment Instructor.
- 9.1.6 Michelle Bourget, Adult Education Enrichment Instructor.
- 9.1.7 Georgette Kanach, Adult Education Enrichment Instructor.
- 9.1.8 Anatalie MacLagan, Greene Central School Ed Tech III.
- 9.1.9 Suanne Cole, Turner Primary School Special Education Ed Tech I.
- 9.1.10 Barbara Hutton, District Wide Custodian (assigned to Greene Central School).
- 9.1.11 Wendy Milliken, Tripp Middle School 7/8 Track and Field Coach.
- 9.1.12 Kevin Fogg, Tripp Middle School 7<sup>th</sup> Grade Softball.
- 9.1.13 Cassandra Roy, District Wide Half-time Administrative Assistant to Assistant Superintendent.

10. New Business:

- 10.2 A motion was made by Yuri Kowalski , seconded by Richard Gross and voted unanimously by those present for approval of an out-of-state field trip to the Boston Museum of Fine Arts for Leavitt Area High School's French and Latin students.
- 10.3 A motion was made by Carlos Gnipp, seconded by Richard Gross and voted unanimously by those present for approval of an additional Special Education Ed Tech I at Leeds Central School for the remainder of the 2018-2019 school year to be paid for from the Special Education contingency fund.
- 10.4 Business Manager Coates provided an update on facilities. Dan and Michele met with engineers from Olver Associates, Chuck Applebee from Water Quality and Compliance, Tina Boucher and Chip Gilbert regarding the Waste Water Treatment Plant to start the process of discussing options for the plant. The plant is in need of an upgrade. After a price for engineering is received, Michele and Dan will come up with a plan to move forward with this as well as the items that were cut from the facilities and maintenance plan this year, the bond project items and the Siemens round two possibilities.
- 10.5 A motion was made by Yuri Kowalski, seconded by Carlos Gnipp and voted unanimously by those present for approval to transfer unexpended teachers' salaries from FY18 to accrued summer salaries.
- 10.6 A motion was made by Coreen Baumann, seconded by Carlos Gnipp and voted unanimously by those present for approval for engineers to design a water system at Turner Elementary School
- 10.7 Superintendent Brandt reported the completion of the probationary period for the following employees:

	TPS	Amy Pelletier	Admin Assistant	2/15/2019
	GCS	Kimberly Mitchell	Pre-K Ed Tech II	2/28/2019
	LAHS	Stephanie Day	Spec Ed FSP Ed Tech III	2/28/2019
	LAHS	Felicia Courtney	Spec Ed Ed Tech I	2/28/2019
	LCS	Kathy Goforth	Pre-K Ed Tech II	2/28/2019
	LCS	Wendi Gilbert	Spec Ed Ed Tech I	
2/28/2019	TES	Rosemary Clow	Spec Ed Ed Tech III	
2/28/2019				
	TES	Martha Goodrich	Half-Time Ed Tech II	2/28/2019
	TES	Suzanne Swett	Library Ed Tech III	2/28/2019
	TMS	Michelle Lowell	Office Support Assistant	2/28/2019
	TMS	Felicia Mayo	Spec Ed Ed Tech II	2/28/2019
	TPS	Susan Poto	Ed Tech III	2/28/2019
	TPS	Cindy Schrepper	Ed Tech III	2/28/2019
	TPS/TES	Rachel Pack	Office Support Asst	2/28/2019

11. A motion was made by Carlos Gnipp, seconded by Richard Gross and voted unanimously by those present to adjourn the meeting at 9:48 P.M.

Respectfully submitted,

Kimberly Brandt, Secretary