

MAINE SCHOOL ADMINISTRATIVE DISTRICT 52

Greene, Leeds, and Turner, Maine

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

August 29, 2019 Tripp Middle School

Members present: Elizabeth Bullard; Richard Gross; Yuri Kowalski; JoAnn Nickerson (6:32pm); Carlos Gnipp; Coreene Baumann; Jessaka Nichols; Jon Woodard; Pamela Sirois

Members absent: None

Others present: Kimberly Brandt, Superintendent of Schools; 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; Randall Swift, Technology Director; District Citizens; District Employees

1. Chairperson Elizabeth Bullard called the meeting to order at 6:30 P.M. and Pam Sirois led the Pledge of Allegiance.
2. The Minutes of the Twentieth Regular Meeting, June 20, 2019 were approved by general consent.
3. Communications:
 - 3.1 Superintendent Brandt reported the following resignations:
 - Rosemary Clow, TES Special Education Ed Tech III, effective July 1, 2019
 - Kara Murphy, Turner Primary School Special Education Ed Tech III, effective end of 2018-19 school year.
 - Jillian Merrill, Turner Primary School Special Education Teacher, effective end of the 2018-19 school year.
 - Hailee Mulherin, Leavitt Area High School JV Girls Soccer Coach, effective July 2, 2019.
 - Phil Prideaux, District Wide Van Driver, effective July 22, 2019.
 - Renee Davis, Tripp Middle School Social Studies Teacher and Team Leader, effective July 25, 2019.
 - Michael Brown, Leavitt Area High School Special Education Teacher, effective September 6, 2019.

- Tracy Merrill, Leavitt Area High School Food Service Manager, effective September 13, 2019.
- Rebekah Ackerman-Cross, Leeds Central School Special Education Ed Tech III, effective August 13, 2019.
- Lisa Buie, Tripp Middle School Special Education Ed Tech III in the Functional Skills Program, effective August 13, 2019.
- Molly Hibler, Turner Elementary School Special Education Ed Tech III, effective August 14, 2019.
- Amy Peet, Leavitt Area High School Outdoor Track Assistant Coach, effective August 23, 2019.
- Katherine Mancher-Cilley, Turner Primary School Grade 1 Teacher, effective August 23, 2019.
- Heidi Coffin, Greene Central School Special Education Ed Tech III in the INSPIRE program, effective August 23, 2019.
- Maribel DeLaGarza, Tripp Middle School Math Teacher, effective August 16, 2019.
- Walesca Whitcomb, Greene Central School Intervention Ed Tech III, effective August 23, 2019.
- Sadie Guimond, Greene Central School Special Education Ed Tech III INSPIRE program, effective September 3, 2019.

3.2 Superintendent Brandt reported the following transfers:

- Nicole Poliquin, Greene Central School Special Education Ed Tech III to Turner Elementary School Special Education Ed Tech III, effective August 26, 2019.
- Lacey Jackson, Turner Primary School Special Education Ed Tech III to Turner Elementary School Special Education Ed Tech III, effective August 26, 2019.

4. Adjustment to Agenda:

- 4.1. Removal of Item 8.1.16 Leavitt Area High School Special Education Ed Tech III.

5. Committee Reports:

- 5.1. Finance Committee - Jon Woodard reported that the committee has not met.

- 5.2. Plant/Transportation/Building Committee - Elizabeth Bullard reported that the committee met prior to the Board Meeting and reviewed all of the summer projects as well as gave an update on Siemens Phase II, the WWTP update,

School Revolving Renovation Fund, engineering costs for preliminary sports fields.

5.3. Curriculum/Policy Committee - JoAnn Nickerson reported that the committee has not met.

5.4. Student Representatives Report - Chase Rowe shared that today was the first day of school for him and he was glad to be back. He shared information about a summer class, Along the River, that brought together students from art, science and history classes to learn together. Chase thoroughly enjoyed the class and hopes that more classes like this can be offered.

5.5. Administrators' Reports:

Principal Patrie shared the Turner Primary School goals for the 2019-2020 school year. The goals are focused on science, a school-wide community service project and school culture.

Principal Parker shared the Greene Central School goals for the 2019-2020 school year. The goals are focused on student literacy, improving chronic absenteeism and practices to support positive student behaviors.

Principal Marston shared the Turner Elementary School goals for the 2019-2020 school year. The goals are focused on student achievement, use of data to evaluate student progress and plan for instruction and to foster a positive school community for staff and students.

Principal Harris shared that Leeds Central School is still working on their goals for the 2019-2020 school year. She shared a Powerpoint providing an overview of the LCS School Climate Survey.

5.6. Superintendent Brandt reported that opening days with staff included welcoming new hires, service recognitions, learning about the strategic plan and building-based work. Superintendent Brandt and Assistant Superintendent Gillis presented on the role and goals of instructional coaches at TPS, TES and LAHS. Principals and staff have been welcoming students back and we have had a very good opening of schools. Currently we have two teachers, nine ed techs and 1.6 speech pathologist positions open. Summers are very busy with our custodian and maintenance professionals cleaning, repairing and mowing; the technology team updating elementary computer carts, preparing Chromebooks for elementary teachers and incoming freshmen and the new phone system at GCS; the administrative team working on truancy, chronic absenteeism, calibration of observations, budget process and working with building leadership teams to set goals for the year; hiring; and professional development work including Safety Care and 504 training, SAT response analysis, PBIS plans, review of math standards and planning the mandatory child sexual abuse prevention training.

Superintendent Brandt reported on the disposal of old books across several schools per Policy DN.

6. Public Comment: None

7. Old Business: None

8. 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:

8.1. Non-Instructional Appointment(s):

8.1.1. Leavitt Area High School 2019 Fall Coaches:

Neal Rioux, Cross Country Head Coach.

Wanda Ward-MacLean, Varsity Field Hockey Coach.

Jen Carver, JV Field Hockey.

Tara J. Giroux, Freshmen Field Hockey Coach.

Avalon Amador, Varsity Girls Soccer.

Angela Courchesney, JV Girls Soccer.

Michael Hathaway, Varsity Football.

Chris Gray, JV Football.

Bruce Jordan, Half Freshman Football.

Andrew Leavitt, Half Freshman Football.

Mark Bonnevie, Assistant Football Coach.

Zac Conlogue, Varsity Boys Soccer Coach.

Football Volunteers:

Dave W. Bochtler, David Coburn, Matt Twitchell, Jim Theiss, Larry

Hathaway, Rick Peabody, Marco Madison, William County, Wes Sirois,

Andrew Leavitt, Mike Marston.

8.1.2. Tripp Middle School 2019 Fall Coaches:

8.1.3. Carrie Bonnefond, Adult Education Enrichment Instructor

8.1.4. Karen Vasil-Busch, Adult Education Enrichment Instructor

8.1.5. Rose Campbell, Adult Education Enrichment Instructor

8.1.6. Donna Poulin, Adult Education Enrichment Instructor

8.1.7. Anita Poulin, Adult Education Enrichment Instructor

8.1.8. Martha Levesque, Adult Education Enrichment Instructor

8.1.9. Mindy Rosseland, Adult Education Enrichment Instructors

8.1.10. Lori Mardosa, Greene Central School Special Education Ed Tech III

8.1.11. Erika Rivard, Greene Central School Special Education Ed Tech III

8.1.12. Carly Shea, Greene Central School Special Education Ed Tech III DTP

8.1.13. Shannon Wooten (GCS), Darlene Rollins (LCS), Chelsea Cunningham (TMS), Angela Wright-Bouffard (LAHS), Special Education Leaders

- 8.1.14. Melissa Tremblay (GCS), Papwadee Yooman (TMS) Clinical Coordinators
- 8.1.15. Tammy Fereshetian, Leavitt Area High School Half-time Library Ed Tech I
- 8.1.16. Agenda Item removed.
- 8.1.17. Carol Pirruccello, Turner Primary School Special Education Ed Tech III
- 8.1.18. Janet Morse, Turner Primary School Half-time Pre-K Ed Tech II
- 8.1.19. Susan Harps, Turner Primary School Special Education Ed Tech I
- 8.1.20. Craig McNear, District Wide Van Driver
- 8.1.21. Joshua Levesque, Leeds Central School Special Education Ed Tech III
FSP
- 8.1.22. Elaine Robitaille, Leavitt Area High school Food Service Assistant
- 8.1.23. Joshua Obptande, Turner Primary School Special Education Leader
- 8.1.24. Alicia Sirois, Leavitt Area High School English Network Leader
- 8.1.25. David Coburn, Leavitt Area High School Weight Room Supervisor
- 8.1.26. Jamie Juntura, Leavitt Area High School Assistant Cross Country Coach
- 8.1.27. Andrea Keneborus, Leavitt Area High School Competition Cheering Head
Coach
- 8.1.28. Theodore Johanson, Tripp Middle School JV Boys Soccer Coach
- 8.1.29. Cindy Webber, Tripp Middle School Team Leader
- 8.1.30. Penny Jackman, Leavitt Area High School Food Service Manager
- 8.1.31. Adult Education 2019 Fall Instructors:

9. New Business:

- 9.1. A motion was made by Carlos Gnipp; seconded by Richard Gross and voted unanimously by those present to approve the following Instructional appointments:
 - 9.1.1. Brianna DeGone, Leavitt Area High School Chemistry Teacher (pending certification).
 - 9.1.2. Julie Schmidt, Leavitt Area High School Instructional Coach.
 - 9.1.3. Katherine Ludewig, Leavitt Area High School Special Education Teacher (assigned to the Transition Program).
 - 9.1.4. Caitlin Sara, Leavitt Area High School English Teacher.
 - 9.1.5. McKinely Goozy, Tripp Middle School Social Studies Teacher.
 - 9.1.6. Molly Hibler, Tripp Middle School Special Education Teacher (pending certification).
 - 9.1.7. Lisa Buie, Tripp Middle School Science Teacher.
 - 9.1.8. Michelle McNear, Tripp Middle School Social Studies Teacher.
 - 9.1.9. Michelle Lenfest, Tripp Middle School School Nurse.
 - 9.1.10. Kevin Shaw, Tripp Middle School Special Education Teacher.
 - 9.1.11. Elaine Ferland, Turner Primary School Instructional Coach.
 - 9.1.12. Jennifer Bilodeau, Turner Primary School Special Education Teacher (pending certification).

- 9.1.13. Brittany Bechard, Turner Elementary School Teacher (assigned to grade 6).
 - 9.1.14. Mallory Murphy, Turner Elementary School Instructional Coach.
 - 9.1.15. Nettie Bruen, Greene Central School Teacher (assigned to grade 3).
 - 9.1.16. Daniel Gay, Leeds Central School Teacher (assigned to grade 4).
 - 9.1.17. Shawn White, Leavitt Area High School Special Education Teacher.
 - 9.1.18. Eric Brown, Leavitt Area High School Social Studies Teacher.
- 9.2. Superintendent Brandt and Assistant Superintendent Gillis presented information related to Instructional Coaching in MSAD 52. The presentation focused on the vision of instructional coaching in the district and why it is important.
- 9.3. A motion was made by Carlos Gnipp, seconded by Richard Gross and voted unanimously by those present to approve out of state games for high school sports.
- 9.4. A motion was made by Carlos Gnipp, seconded by Richard Gross and voted unanimously by those present to approve out of state field trips for the 2019-2020 school year.
- 9.5. Business Manager Coates provided an update on the facilities work completed during the summer at each of the schools.
- 9.6. Superintendent Brandt distributed copies of the final draft format of the Strategic Plan. The plan will be printed on newsprint similar to the Budget Booklet.
- 9.7. Superintendent Brandt provided the meeting dates for subcommittee meetings for the 2019-2020 school year.
- 9.8. To report the completion of the probationary period for the following employee:
- | | | | |
|-----|-------------------|-------------------------------|---------|
| TMS | Kathryn Woodward | Special Education Ed Tech III | 6-18-19 |
| TES | Cathlene Townsend | Special Education Ed Tech II | 8-26-19 |
- 9.9. A motion was made by Carlos Gnipp, seconded by Yuri Kowalski and voted unanimously by those present to enter into Executive Session to discuss the Tri-Town Education Association Teachers (TTEA) negotiations pursuant to 1 M.R.S.A. §405 (6) (D).
- The Board entered Executive Session at 8:11 P.M.
The Board returned to Open Session at 8:14 P.M.
- 9.10. No action taken.

- 9.11. A motion was made by Carlos Gnipp, seconded by Richard Gross and voted unanimously by those present to enter into Executive Session to discuss the information in confidential records pursuant to 1 M.R.S.A. §405 (6) (F).

The Board entered Executive Session at 8:15 P.M.

The Board returned to Open Session at 8: 16 P.M.

- 9.12. No action taken.

- 9.13. A motion was made by Carlos Gnipp, seconded by Richard Gross and voted unanimously by those present to enter into Executive Session to discuss the information in confidential records pursuant to 1 M.R.S.A. §405 (6) (F).

The Board entered Executive Session at 8:17 P.M.

The Board returned to Open Session at 8:19 P.M.

- 9.14. No action taken.

10. Other Business - None.

11. A motion was made by Carlos Gnipp, seconded by Jon Woodard and voted unanimously by those present to adjourn the meeting at 8:20 P.M.

Respectfully submitted,



Kimberly Brandt, Secretary

MEMO

**MSAD 52
Business Office**

Tel: 225-1000 Fax: 225-5608



Michele Coates, Business Manager

Sally Morissette, Accounts Payable Specialist

Andrea Hammond, Payroll and Benefits Specialist

**PTB Committee Meeting Notes
Thursday, August 29, 2019, 5:30 pm
Tripp Middle School, Room 201**

Attending: Coreene Baumann, Pam Sirois, Carlos Gnipp, Betsy Bullard, Eben Shaw, Kim Brandt, Dan Labrie, Michele Coates

Absent: None

Guest: Kurt Youland

- VW Emissions Round 2 - The district has the ability to apply for the VW Emissions Grant Round 2. The district is responsible for 20% through the VW emissions which was \$23,013 for the last round vs \$41,000 per bus through the state funded buses. We currently have 7 buses that are eligible based on age. Michele will be applying for all 7 that are eligible based on the age of the bus on the November 15th application and will know by January 2nd whether or not we are awarded any. We can then come up with a plan on funding any that we might be awarded.
- Siemens phase II – Tom provided a list of items that have been reviewed by engineers. A meeting will be held on October 1 at 5:30 pm at Central Office for Siemens to review the status of phase II with a full review to the board by October 10.
- WWTP update – Wright Pierce has met on site with Chuck Applebee from Maine Water Systems and Tina Boucher to review the existing plant so that we can complete the assessment/evaluation of the existing facility. They have been compiling and reviewing the flow information from the plant and once complete will use this information to develop the design flow information for evaluating system changes or alternative systems. Within the next two weeks Wright Pierce will be contacting Maine DEP to review the system design flow information with them discuss criteria for both continuing with the river discharge and for a land disposal options. They will also be contacting vendors of “package plants” with the design flow information so that they can pull proposals together for alternative systems. The initial impression is that there will need to be an investment in the system moving forward to meet environmental discharge requirements. They will have the capital and lifecycle cost estimates of various alternatives as part of the evaluation. They are on track to have our draft assessment to the district around Sept 20th so that the SRRF grant can be applied for (see below).
- School Revolving Renovation Fund - the DOE has opened up School Revolving Renovation Fund money. Applications are due on September 30th. Siemens is pulling together pieces of the Phase II project that might qualify. Wright Pierce and Chuck Applebee are working on gathering WWTP information on the problem, corrective actions taken, health and safety deficiencies and Bill Johnson from the Maine DEP is pulling together information on code violations for the Waste Water Treatment Plant.

- Paving and other summer project review/discussion surrounding change order for paving project – Dan would like to propose a change order in the amount of \$36,600 to the paving project to do a more permanent fix rather than \$3000 for a band aid to the curbing in the back by the high school. It could be funded by the \$30,000 plus the original plan was reduced by \$2600. As part of the project we were able to reuse fill removed when ditching to fill in low spots on the baseball and football field. They were able to use leftover concrete for a pad for the scissor lift and boulders removed from under existing pavement as temporary fencing. Drainage is much better. There were large boulders that were less than 2 feet of gravel by the middle school. All walkways are 8 feet and can now be plowed.
- Sports field engineer cost – We have 2 proposals. One is approximately \$30,000 the other is \$9500, We are waiting for one more to come in. There is \$13,765 no spent by dropping the performance assurance reporting through Siemens. After we receive the third one we will interview as we did for the WWTP engineering.
- Timeline of projects

September 20, 2019 Draft Assessment from Wright Pierce

September 30, 2019 SRRF Application Due

October 1, 2019, meeting with PTB for Siemens full project review

October 10, 2019, project review with Siemens for the entire board

November to January, PTB meetings with Siemens and Wright Pierce to discuss proposals, determine how much engineering costs will be for the FY21 budget

February 1, 2020 award date for SRRF

July 31, 2020 SRRF deadline for loan application through MMBB – this is done outside of the regular bond application deadlines

High School Facilities projects over the summer included paving/entrances/rebuilding visiting side multisport building. The dugouts are almost complete and the cafeteria was painted.

Middle School Facilities projects included removing siding out front and replaced with cement board, security cameras, new fencing and rocks for barrier.

Turner Elementary School projects included rekeying the entire building, fixing doors and replacing exterior doors.

Leeds Central School projects included replacing the skylight that was falling apart, replacing carpet with VCT tile, replacing 2 exterior doors and repairing the roof where water pooled.

Greene Central School projects included putting fencing in behind bus loop, replacing the entire school phone system and replacing the A phone.

The Primary School projects included painting the cafeteria and removing rotten door frames.

The digital bus radios were put in for transportation. These have been tested and are working great. They are particularly valuable for Greene Central School as that was in a bad spot for communication.