

# MAINE SCHOOL ADMINISTRATIVE DISTRICT No. 52

Greene, Leeds, and Turner, Maine

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

March 27, 2014 6:00 P.M. Leeds Central School

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

Members absent: None

Others Present: Henry Aliberti, Superintendent of Schools; Becky Foley, Assistant  
Superintendent of Schools; Deborah Alden, Special Education  
Director; Deborah Roberts, Business Manager; 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; Razell Ward, Adult  
Education Director; Glen Reynolds, Facilities/ Transportation  
Director; Karen Potvin, Technology; David Roberts, Food Service  
Director; District Citizens; District Employees

1. Chairperson Elizabeth Bullard called the meeting to order at 6:01 P.M. The Pledge of Allegiance was led by Diana Morgan.
2. The Twelfth Regular Meeting Minutes, February 27, 2014 were accepted under general consent with addition of Leavitt Area High School's Steel Drum presentation to the Board.
3. Communications:
  - 3.1 Superintendent Aliberti reported the resignation of Curtis Hathaway as District Wide Van Driver, effective March 18, 2014.
  - 3.2 Superintendent Aliberti reported the resignation of Michelle Grimbilis as Tripp Middle School Special Education Functional Life Skills Ed Tech III, effective March 28, 2014.
  - 3.3 Superintendent Aliberti reported the retirement of Janet Ouellette as Turner Primary School Kindergarten Teacher, effective end of the 2013-14 school year.

Hearing no objections, Chairperson Bullard moved to Agenda Item 5.

5. Adjustments to Agenda – None.

6. Committee Reports:

6.1 Finance Committee: Jon Woodard reported the committee has not met.

- 6.2 Plant/Transportation/Building Committee: Peter Ricker reported the committee has not met, but would like to establish the committee to review the Request for Proposals (RFP) for the Energy Audit (Performance Contracting). It was decided that the members would include the standing PTB members, Superintendent, Business Manager, and Facilities/Transportation Director.
- 6.3 Curriculum/Policy Committee: Richard Gross reported the committee has met and reviewed policies that needed to be updated. No major changes are needed.
- 6.4 Negotiations Committee (TTEA): Jon Woodard reported there is an Executive Session later this evening to discuss negotiations.
- 6.5 Student Representative's Report: Alli Woodard reported the Arts Gala was very successful. The third quarter will be ending soon. On April 1<sup>st</sup> the art students will be participating in The Edible Arts' Show.
- 6.6 Administrator's Report: Food Service Director Dave Roberts reported out on food service. Year ended with approximately \$947,000 in revenues and \$994,671 in expenses. There was a deficit of \$45,000 last year. USDA recommends that 45% of the food service monies should pay for food; the district is currently spending 46%. Salaries are running high at 53% (USDA recommends 46% being spent on salaries) which is partially why we have a deficit. The five year trend of meal counts shows a decline. Free lunches are on the increase. Breakfast is trending up. There was a price increase on meals last year. Nationally, 47% of food service programs are showing their revenues declining. To break even, we negotiated a new prime vendor bid with Capitol Area Co-op to improve purchasing efficiencies. We also increased lunch prices .25¢ at all levels to increase overall department revenues. The District streamlined paid meal policies with employees to reduce overall food costs system-wide. The District also implemented minor staffing reductions at three schools to reduce labor costs. Our highlights year to date are:
- First middle school in the State to receive the gold level award. The District will be recognized for this April 3rd at 12:45.
  - Recipients of a \$5,000 grant from Harvard Pilgrim HealthCare Foundation for the District's active participation in 5210 Let's Go.
  - Recognized by the PEW Charitable Trust as success story with our food service program.

Assistant Superintendent Becky Foley reported out that the science curriculum will be going to the Board at the next meeting for review/adoption. Kellie Smith, Literacy Consultant, has spent three days in the District recently working on the following: modeling reading workshop in the third and sixth grade classrooms; working with sped staff on implementing the workshop model, and working with PreK-6 staff on conferring with students. As an update to the PreK analysis at the last Board meeting, Ms. Foley shared that Maine has 43% of their students attending PreK in comparison to 46% nationally and 95% internationally. Finally, Ms. Foley shared a meta-analysis from the book Visible Learning by John Hattie. The book rank orders variables by the impact on student achievement. For example, acceleration of curriculum has a strong correlation at .88 on student achievement, while retention has a negative correlation at .16.

Any variable with a correlation of .40 or higher is considered worth considering/implementing.

- 6.7 Superintendent's Report – Dr. Aliberti reported that there was a successful Tri-town Selectmen meeting held on March 20<sup>th</sup>. Representatives from the State came and shared concerns around financing. Impacts to the development of the 2014-15 budget include the continuation of the local responsibility for Maine State Normal Retirement costs of \$318,133, Maine Seed costs of \$91,460, and Charter School costs of \$26,082. It is possible that we could lose casino money that should be targeted for education. Superintendent Aliberti reported we have thirty-five students that are hoping to attend Lewiston Technical School for automotive, pre-nursing, and other technical programs. The Tri-town Teachers Association has sent Dr. Aliberti the names of people who are willing to be on the job description committee to review educational technician job descriptions.

Hearing no objections, Chairperson Bullard moved to Agenda Item 8.

8. Old Business – None.

9. Consent Agenda:

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

9.1.1 Chris Cifelli, Leavitt Area High School Varsity Baseball Coach.

9.1.2 Leavitt Area High School 2014 Spring Coaches (Returning):

Heidi Richards, Varsity Girls Track

Jamie Juntura, Assistant Track

Chuck Gurney, JV Softball

Caroline Bochtler, Assistant Softball Volunteer

Pete Higgins, Varsity Softball

Wendell Strout, JV Baseball

9.1.3 Michael Hathaway, Leavitt Area High School Weight Room Supervisor.

9.1.4 Susan Shaw, Tripp Middle School 7<sup>th</sup> Grade Baseball Co-Coach Volunteer.

9.1.5 Michael McMahan. District Wide Van Driver.

9.1.6 Eben Shaw, Tripp Middle School 7<sup>th</sup> Grade Baseball Assistant Volunteer Coach.

9.1.7 Warren Burnham, Tripp Middle School 7<sup>th</sup> Grade Baseball Assistant Volunteer Coach.

9.1.8 Paul Albert, Tripp Middle School 8<sup>th</sup> Grade Baseball Assistant Volunteer Coach.

9.1.9 Mark Herman, Tripp Middle School 8<sup>th</sup> Grade Baseball Assistant Volunteer Coach.

10. New Business:

- 10.1 A motion was made by Peter Ricker, seconded by Diana Morgan and voted unanimously by those present to approve a field trip to Boston for Leavitt Area High School's Latin and French classes.

Hearing no objections, Chairperson Bullard moved to Agenda Item 10.4

- 10.4 A motion was made by Richard Gross, seconded by Diana Morgan and voted unanimously by those present to approve the 2014-15 school calendar.
- 10.5 The District has not received any bids for transportation services. One vendor only wanted to provide transportation for special services; two vendors have a philosophy of growing as they can, and said the two options for the District were not palatable. Vendor did not like the one year option, and with the three year option, felt like there was a huge financial commitment that they are not willing to incur without a five year commitment. Board members feel it is not worth pursuing for this budget season. It will be evaluated in the future and the Request for Proposals will be sent out earlier next year. Business Manager Deb Roberts feels that November/December time frame would be a better time to send them.

Hearing no objections, Chairperson Bullard returned to Agenda Item 4.

#### 4. Budget Work Session

- 4.1 By December break, administrators had submitted budgets. It was compiled, reviewed, and Dr. Aliberti, Deb Roberts, and Ms. Foley met with all directors/principals. Through this process, made adjustments, reviewed three year trends, and money was added or deleted to different areas. Initial budget was submitted with an increase of over 9%. Since that time, the budget has been reduced to 3.92% with adjustments.

Hearing no objections, Chairperson Bullard moved to Agenda Item 10.6

- 10.6 A motion was made by Peter Ricker, seconded by Diana Morgan and voted unanimously by those present to enter into Executive Session to consider parent graduation request pursuant to 20 U.S.C. § 1232g 34 C.F.R. Part 99.

The Board entered Executive Session at 6:42 P.M.  
The Board returned to Open Session at 7:29 P.M.

- 10.7 No action taken.

Hearing no objections, Chairperson Bullard returned to Agenda Item 4.1

- 4.1 Superintendent Aliberti reviewed the budget adjustments to get to 3.92%. A list was distributed that is posted on the District's website. May be some adjustments due to transportation. State subsidy will be decreased by about \$35,000 in this area. April 3<sup>rd</sup> we should approve the budget, so the following week warrants may be signed. Superintendent Aliberti also reviewed the revenues, and explained the mill rate impact to the proposed budget. Impact on a house worth \$250,000: Greene - \$97.50, Leeds - \$115, and Turner - \$95. There was discussion on the following items. Yuri Kowalski made a motion to put back the permanent bus driver position into the budget. Diana Morgan seconded the motion. A

discussion followed. Peter Ricker motioned for the position to be placed on the revisit list, Richard Gross seconded the motion. Yuri Kowalski and Diana Morgan removed their motion. A unanimous motion was made to place the permanent bus driver position on the revisit list. Deb Roberts will try to figure out the impact costs or the savings to the budget of a permanent bus driver.

A motion was made by Richard Gross, seconded by Robert Allen to place the math position at the high school on the revisit list. Motion amended to put the position back in the budget, rather than on the revisit list. The motion passed. 6 Yes (Jon Woodard, Robert Allen, Richard Gross, Peter Ricker, Elizabeth Bullard, Yuri Kowalski) 3 No (JoAnn Nickerson, Diana Morgan, Eric Milliken). Leavitt Area High School Principal Eben Shaw explained what impact he feels the math position would have on students.

Robert Allen motioned for Special Education middle school position to be put back in the budget. Jon Woodard seconded it. The position saves \$48,000. Even with this cut, Resource Room caseloads would be consistent across the District.

The impacted cut positions are: (1/2) Visual Performing Arts Teacher at Leavitt Area High School, (1/2) Tech Ed teacher at Leavitt Area High School, (1) Resource Room Teacher at Tripp Middle School, (1) computer day at Leeds Central/Turner Elementary, (1) day of Occupational Therapist service reduced and (1) classroom teacher at Greene Central School.

A motion was made by Eric Milliken, seconded by Jon Woodard to place classroom teacher at Greene Central School on the revisit list. Discussion ensued. The motion carries. 6 Yes (Jon Woodard, Richard Gross, Robert Allen, Diana Morgan, JoAnn Nickerson, Eric Milliken) 3 No (Peter Ricker, Yuri Kowalski, Elizabeth Bullard). Further data about the first grade position will be provided at the next Board meeting.

A motion was made by Yuri Kowalski, seconded by JoAnn Nickerson to put the Special Education Ed Tech II back in budget. The motion was withdrawn. Principal Harris reassured the Board that Leeds Central School could get by without it.

To recap - permanent bus driver and Greene Central School teacher positions are on on the revisit list. The golf program and the fall cheering and winter competition are being eliminated due to low numbers.

The current budget now stands at a 4.1% increase.

Hearing no objections, Chairperson Bullard moved to Agenda Item 10.2.

- 10.2 A motion was made by Peter Ricker, seconded by Richard Gross and voted unanimously by those present to eliminate the second bus to Leavitt Area High School's boys' basketball games as voted in 2010.

- 10.3 This agenda item is a recommendation from Plant/Transportation/Building committee. There may be ways to consolidate the runs. The Long Range Planning committee also discussed this. To consolidate bus stops depends on the safety of the stops, sex offenders in the area, etc. If the District wants to further consolidate, could be \$3,000-\$4,000 dollars in savings in the cost of diesel. A motion was made by Peter Ricker, seconded by Yuri Kowalski and voted on unanimously by those present to look into consolidation of high school/middle school bus stops. The Board would like to see if we can tighten up, if it is safe, and stays within current policy. The committee will begin the consolidation at the high school first.

Hearing no objections, Chairperson Bullard moved to Agenda Item 11.

- 11.1 A motion was made by Diana Morgan, seconded by Robert Allen and voted unanimously by those present to extend the meeting beyond 10:00 P.M.
- 11.2 A motion was made by Richard Gross, seconded by Robert Allen and voted unanimously by those present to lock oil and diesel prices.
- 11.3 Deb Roberts asked the Board to review the proposed change to Article 22 on using extra state aid to reduce local amounts raised and to act on it at the next Board meeting.
- 11.4 Project Graduation Auction will be held on Saturday, March 29, 2014. District Budget Meeting will be held on May 6, 2014 and May 20<sup>th</sup> will be the budget validation referendum vote. There will be a Special Board meeting held on April 8, 2014 at 6:00 P.M. at the Central Office to sign the warrants.

Hearing no objections, Chairperson Bullard returned to Agenda Item 10.8

- 10.8 A motion was made by Peter Ricker, seconded by Robert Allen and voted unanimously by those present to enter into Executive Session to discuss information related to negotiations with Non-Instructional Salaried Employees (NISE) pursuant to 1 M.R.S.A. § 405(6)(D).

The Board entered Executive Session at 10:02 P.M.  
The Board returned to Open Session at 10:12 P.M.

- 10.9 No action taken.

- 10.10 A motion was made by Diana Morgan, seconded by Jon Woodard 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 10:13 P.M.  
The Board returned to Open Session at 10:14 P.M.

- 10.11 A motion was made by Robert Allen, seconded by Richard Gross and voted unanimously by those present to ratify the Tri-Town Education

Association (TTEA) contract as presented for the period of September 1,  
2014 through August 31, 2017.

11. Meeting was adjourned at 10:15 P.M.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Henry Aliberti, Jr.", written in a cursive style.

Henry Aliberti, Secretary