

**MAINE SCHOOL ADMINISTRATIVE DISTRICT 52**

Greene, Leeds, and Turner, Maine

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Minutes of the Fourteenth Regular Meeting of the Board of Directors 2018-2019  
March 28, 2019                      Leeds Central School

Members present: Elizabeth Bullard; Yuri Kowalski; Jessaka Nichols; JoAnn Nickerson; Pamela Sirois; Jon Woodard; Coreene Baumann; Carlos Gnipp

Members absent: Richard Gross

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 6:05 P.M. and Coreene Baumann led the Pledge of Allegiance.
2. The Minutes of the Twelfth Regular Meeting, February 28, 2019 and Thirteenth Regular Meeting, March 14, 2019 were approved by general consent.
3. Communications:
  - 3.1. Superintendent Brandt reported the retirement of Linda Martin, Greene Central School Grade Six Teacher, effective end of the school year.
  - 3.2 Superintendent Brandt reported the resignation of Erika Rivard, Turner Primary School Library Ed Tech III Associate, effective May 23, 2019.
4. Budget Work Session
  - 4.1. Work Session on the 2019-20 budget
    - 4.1.1 Initial review of the budget locations as follows:
      - Warrant Article 6 was reviewed.

A motion was made by Coreene Baumann to cut dues and fees and have students pay \$10 per extra-curricular activity. The motion was not seconded, and failed.

- Warrant Article 7 was reviewed.

A motion was made by Coreene Baumann to reduce books and periodicals at Greene Central School Guidance 1000-120-0000-2120-56400 to \$330. The motion was not seconded, and failed.

A motion was made by Coreene Baumann to place the half-time Educational Technician for the library at Leavitt Area High School on the revisit list. The motion was not seconded, and failed.

- Warrant Article 8 was reviewed.
- Warrant Article 9 was reviewed.
- Warrant Article 20 was reviewed.

4.1.2 Superintendent Brandt provided answers to the following questions that came up within the following warrant articles and budget discussions:

Warrant Article 10 (Transportation) State Statute 20-A, Chapter 215, 5401 requires school administrative districts to provide transportation for elementary and secondary students. There are currently approximately 1992 students of which 1768 ride daily. There are 24 students who ride vans, 17 on mini buses, 3 that we are paying for contracted services to transport. We also have 13 homeless students. Some of these are being transported by van, some by other districts and some we are paying mileage too. There are approximately 224 students who do not ride the bus.

Principal Patrie provided an explanation of the request from Turner Primary School for a Traverse Wall for students.

Facilities/Transportation Director Labrie provided an update on the crack seal for the high school parking lot and pothole repairs within the school parking lots. Business Manager Coates discussed taking \$400,000 from fund balance and putting it into the existing Capital Repair Reserve account to start the process of addressing the parking lots at Tripp Middle School and Turner Elementary School. This would increase the balance of the existing Capital Repair Reserve to \$600,000 and there would be zero impact to taxpayers.

The School Board discussed Warrant Article 22. Business Manager Coates will bring possible language options to the next Budget Workshop for discussion and consideration.

Assistant Superintendent Gillis presented an explanation for the budget proposal to add Instructional Coaches to support teachers and students.

Business Manager Coates shared feedback from a recent meeting with bus drivers where over 33% of bus drivers expressed concerns related to bus radio communication.

4.2 Next Budget Work Session - April 4, 2019 at Turner Primary School 6:00PM

- Final Review List on Warrant Article 6, Warrant Article 7, Warrant Article 8, Warrant Article 9, Warrant Article 20 and any other outstanding items
- Adoption of FY20 proposed Budget

5. Adjustment to Agenda-Remove Items 10.6 and Items 10.7. Add agenda item for the purchase of a van for special education needs.

6. Committee Reports:

6.1. Finance Committee-Jon Woodard reported that the committee met prior to this meeting. The committee reviewed the financials, the purchase of the van and bids being entered related to the Wastewater Treatment Plant.

6.2. Plant/Transportation/Building Committee – Elizabeth Bullard reported that the committee has not met, but will meet on April 4, 2019

6.3. Curriculum/Policy Committee – JoAnn Nickerson reported that the committee has not met but will meet on April 25, 2019.

6.4. Student Representatives Report – Chase Rowe reported that in 2 weeks students will be doing SATs. Spring sports and the Spring play both have started this week.

6.5. Administrator Report – None.

6.6. Superintendent's Report - Superintendent Brandt reported that fifty-two people attended the Help and Hope presentation by Greg Marley of NAMI on March 18th. The strategic planning community meeting was a good opportunity to discuss the results from the survey and there were good conversations. She appreciated Greene Central School's professionals and their work at a recent meeting.

7. Public Comment – None.

8. Old Business

8.1. Superintendent Brandt provided an update on Strategic Planning.

The Community Meeting on March 26th provided opportunity for good discussions around the results from the strategic planning survey. The Strategic Planning Team meets next on April 23rd to decide on work sessions to write the goals of the strategic plan.

- 8.2. Superintendent Brandt provided update on Regional Service Center. Work continues with safety consultant Scott Parker. This spring Scott and police will work with the District Emergency Team to run through a practice. There will also be practices for the Reunification Team.
  - 8.3. Business Manager Coates reported that she and Facilities/Transportation Director Labrie have met with three firms related to work on the Wastewater Treatment Plant. Each firm has submitted a proposal. Information will be shared with PTB Committee.
9. Consent Agenda – A motion was made by Carlos Gnipp, seconded by Jon Woodard and voted unanimously by those present to approve the following Non-Instructional appointments:
- 9.1. Non-Instructional Appointments:
    - 9.1.1. Genevieve Grover, Greene Central School Food Service Manager.
    - 9.1.2. Terri LeClair, Leeds Central School Food Service Assistant.
    - 9.1.3. Richard Bloom, District Wide IT Support Specialist.

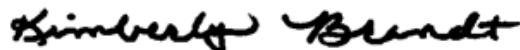
#### 10. New Business:

- 10.1. Superintendent Brandt reported the completion of the probationary period for the following employees:

Jeffrey Bedard      GCS   Ed Tech III Interventionist   02/28/2019
- 10.2. A motion was made by Carlos Gnipp, seconded by Yuri Kowalski and voted unanimously by those present for approval of fundraiser for Tripp Middle School Student Council to raise monies for Pennies for Patients.
- 10.3. A motion was made by Yuri Kowalski, seconded by Carlos Gnipp and voted unanimously by those present for approval of February Operating and Expenditure Reports.
- 10.4. A motion was made by Carlos Gnipp, seconded by Coreene Baumann and voted unanimously by those present for approval of Second Reading and Adoption of revised Policy KBF: Parent Involvement in Title 1 and KBF-E2 MSAD 52 School Level Title 1 Parent Involvement Policy.

- 10.5. A motion was made by Carlos Gnipp, seconded by Coreene Baumann and voted unanimously by those present for approval of Second Reading and Adoption of policy revised GCSA: Use of School Issued Computers, Devices and the Internet, GCSA-R Computer and Internet Use Rules, GCSA-E1 Employee Computer and Internet Use Acknowledgement Form, GCSA-E2 Employee Request for Use of Personal Equipment.
- 10.6. Item removed.
- 10.7. Item removed.
- 10.8. A motion was made by Carlos Gnipp, seconded by Coreene Baumann and voted unanimously by those present to act on the list of revised continuing contract salary agreements teachers who will be issued annual salary agreements for the 2019-20 school year as presented by the Superintendent of Schools, and to authorize payments of salaries.
- 10.9. A motion was made by Coreene Baumann, seconded by Yuri Kowalski and voted unanimously by those present to enter into an Executive Session to discuss employment of officials/appointees/employees pursuant to 1M.R.S.A §405(6) (A).
- The Board entered Executive Session at 8:55 P.M.  
The Board returned to Open Session at 9: 05 P.M.
- 10.10. No action taken.
- 10.11. A motion was made by Jon Woodard, seconded by Yuri Kowalski and voted unanimously by those present to purchase a van to help with transportation of students. Purchase price not to exceed \$15,000.
11. Other Business – None.
12. A motion was made by Jon Woodard; seconded by Carlos Gnipp and voted unanimously by those present to adjourn the meeting at 9:06 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

Ida Barker, Payroll and Benefits Specialist

**Finance Committee Meeting Notes**

**March 28, 2019, 5:30 pm**

**Leeds Central School,**

**Library**

Attending: Jon Woodard, Kim Brandt, Rebekah Drysdale, Dan Labrie, Michele Coates

Absent: Richard Gross, Yuri Kowalski

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- Sign warrants – warrants were signed
- Review February financials – February financials were reviewed. Expenses and revenues are where they should be for this time of the year.
- Special Education Vehicle Need – there is a need for an additional van for transportation. There have been two additional students move in, 3 additional homeless students that need transportation from a neighboring town. Dan has been working on getting pricing for a 1011 passenger van to use for special ed transportation to and from school as well as for the job based training program that Rebekah is putting together with businesses in the community. There has been approximately \$40,000 saved by bringing 2 out of district students back into the school and the recommendation will be for Dan to be able to spend up to \$15,000 for a larger van to accommodate.
- WWTP Engineering Proposals – Michele and Dan met with engineers, Tina Boucher and Chuck Applebee to discuss our needs for the waste water treatment plant. Dan has put out an RFP for engineering proposals. These will be discussed at the next PTB committee meeting.