

MAINE SCHOOL ADMINISTRATIVE DISTRICT No. 52

Greene, Leeds, and Turner, Maine

Minutes of the Second Regular Meeting of the Board of Directors for 2015-2016

August 27, 2015 6:30 P.M. Greene Central School

Members present: Elizabeth Bullard; Diana Morgan; John Soucy; Jon Woodard (6:41 P.M.); Robert Allen; Yuri Kowalski; Peter Ricker; Richard Gross; JoAnn Nickerson

Members absent: None

Others Present: Henry Aliberti, Superintendent of School; Thomas Ambrose, Assistant Superintendent, Deb 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; Theresa Gillis, Turner Primary School Principal; Pam Doyen, Greene Central School Principal; Danielle Harris, Leeds Central School Principal; Kim Long, Facilities/Transportation Director; Karen Potvin, Technology Education Coordinator; Razell Ward, Adult Education Instructor; District Citizens; District Employees

1. Chairperson Elizabeth Bullard called the meeting to order at 6:31 P.M. and Peter Ricker led the Pledge of Allegiance.
2. The Minutes of the First Regular Meeting, August 13, 2015 were approved by general consent.
3. Communications:
 - 3.1 Superintendent Aliberti reported the following resignations:
 - Paul Goslin, District Wide Van Driver, effective August 27, 2015.
 - Sarah Bennett, Transportation/Facilities Office Support.
 - Elizabeth Hutchinson, Greene Central School Food Service Manager, effective July 30, 2015.
 - Sara Karam, Turner Elementary School .80 Guidance Counselor, effective August 19, 2015.
4. Adjustments to Agenda:
 8. Consent Agenda:
 - 8.1.6 Removal of agenda item
5. Committee Reports:
 - 5.1 Finance Committee: Diana Morgan reported the committee met and discussed signing of warrant articles. Business Manager Deb Roberts reported that the district has been notified that the GPA subsidy for 2015-16 is anticipated to be \$310,273 more than was voted on in May 2015 during the budget process. The additional subsidy the district actually receives will be returned to the community at the end of the fiscal year. Turner would like to have the money returned sooner and the district is hesitant to fully commit at this time due the fact that the warrant article language calls for the net amount to be returned. The District will not know

until at least next May what the final subsidy amount will be. Peter Ricker asked if the concern is whether or not we will receive the \$310,273? Elizabeth Bullard stated that turning the money over is concerning because the state may have other changes in the budget throughout the year. Peter Ricker asked if the Board could vote to return the money no later than the last payment. A motion was by Peter Ricker, seconded by Robert Allen that \$310,273 would go back to the towns minus any curtailment.

Deb Roberts stated that the budget approved by voters already addresses Mr. Ricker's motion. She clarified that the money cannot be spent on projects by the district. Article 22 of the budget states "Article 22: To see if the District will reduce the additional local appropriation raised pursuant to Maine Revised Statutes, Title 20-A, section 15690(3) for public schooling by the amount of any unanticipated increase in state general purpose aid received, net of any unanticipated state adjustments and any unanticipated cost obligations transferred by the state to local school units, for the fiscal year beginning July 1, 2015 and ending June 30, 2016."

Jon Woodard joined the meeting.

Elizabeth Bullard stated that her understanding was congruent with Deb Roberts. Peter Ricker asked can you clarify what may affect the money going back to the towns. Ms. Roberts answered that any adjustment to the ED 279 would affect the amount that is returned to the town to offset taxation. A curtailment could affect the amount. Peter Ricker amended his motion to state that the additional \$310, 273 would only be adjusted in the event of a curtailment. Yuri Kowalski said that the Finance Committee wanted the admin team to get more information about the money and the state's intent. A discussion around the needs of the community was held. The three towns are asking for the gross additional subsidy to be returned to the communities. Ms. Roberts stated that she was concerned that the warrant article may not be able to be amended by the Board because it was voted on by the communities. Discussion ensued about the ways the money could be lowered by the state. Elizabeth Bullard expressed that she would be uncomfortable with returning the gross amount because of the referendum vote on Article 22.

Superintendent Aliberti stated that the subcommittee asked him to get legal advice regarding the article and the Board's ability to return funds to the towns. The community talked about when the mill rates need to be set. Deb Roberts stated that 5 out of the last 7 years the district received less than the projected subsidy. Questions from the communities regarding the process and past events regarding the return of the money to the communities were asked. Peter Ricker restated his request to send the money back to the communities unless there is a curtailment. Jon Woodard stated that he was concerned about moving forward with the motion until the Board has more clarity from legal counsel. Yuri Kowalski said that he was also uncomfortable changing something that was voted on by the three towns. Peter Ricker asked clarifying questions. Deb Roberts explained that GPA is one figure.

A motion was made by Peter Ricker, seconded by Robert Allen and voted 3 Yes (Allen, Ricker, Soucy) 5 No (Morgan, Bullard, Gross, Woodard, Nickerson) and 1 Abstain (Kowalski) that \$310,273 would go back to the towns minus any curtailment. The motion failed. (See attached full subcommittee report).

- 5.2 Plant/Transportation/Building Committee: Peter Ricker reported that the committee has not met.
- 5.3 Curriculum/Policy Committee: JoAnn Nickerson reported the committee has met and reviewed Policy JJJ: Extra/Co-curricular Academic Eligibility Leavitt Area High School and Tripp Middle School and Policy JJIF: Management of Concussions and other Head Injuries. She reported on policies that will be discussed in the future and the committee is ready to start looking at curriculum once the policies have been reviewed. The committee also discussed changing the year for math review.
- 5.4 Student Representative's Report – None.
- 5.5 Tri-Town Support Staff Negotiations (ESP): Peter Ricker reported they are waiting for a counter proposal. No executive session will be needed later this evening.
- 5.6 Non-Teaching Negotiations (AFSCME): Peter Ricker reported are planning meeting and no executive session will be needed later this evening.
- 5.7 Administrator's Report – Greene Central School Principal Pam Doyen and Turner Primary School Principal Theresa Gillis shared with the Board a PowerPoint presentation on enrollments. They reported out during the summer, staff members participated in District committee work, in-district professional development and trainings, school team work, and workshops, institutes, and coursework. Ms. Doyen and Ms. Gillis talked about the changes coming with Teacher College and how it will affect reading. Ms. Doyen shared the entire classrooms and work spaces had been cleaned, the cafeteria, nurse's office, and Title 1A areas had all been painted, and the perimeter of the school grounds had been treated to reduce/eliminate poison ivy. Ms. Gillis shared the third grades classes were packed and moved to Turner Elementary School and the classrooms and work spaces were reconfigured to the new PK-2 structure. Mulch had been added under the playground areas.
- 5.8 Superintendent's Report: Superintendent Aliberti reported the teacher evaluation committee met over the summer and had great discussions around peer observations, assessments and archival of documents. This is a pilot year and will come to the Board for approval of process and committee name change. New teacher orientation provided a lot of information. Teachers got to meet their mentors and began working in assignments and in the schools.

Facilities/Transportation Director Kim Long updated the Board on the performance contracts. She passed out a spreadsheet listing the projects by schools and the job status. She shared with the Board the busses and vans are ready, summer school is completed, and gearing up for fall. The bus routes are posted and reviewed. Daily enrollment changes and routes are fluid at this time. Training with the nurses for bus drivers has been done. Ms. Long commented she is working on efficiency and effectiveness of sharing information regarding last minute changes. The custodians and maintenance department have been working really hard. Some schools will be ready on Monday despite the challenges from the project. Some budget capital repair projects are on hold due to the efficiency project and some asbestos tiles and some mold removal. There may be a possibility some window replacements may be necessary. Equipment was cleaned and decontaminated. The contractors are doing a great job on the project and are doing a great job staying out of the way of teachers and staff as best possible.

Jon Woodard said some bus runs are over an hour. Ms. Long said she would look into it; there must be an error due to the software. She said that no run would go over an hour.

6. Public Comment – None.

7. Old Business – None.

8. Consent Agenda:

8.1 Non-Instructional Appointments: A motion was made by Diana Morgan, seconded by Yuri Kowalski and voted unanimously by those present to approve the following Non-Instructional appointments, with adjustments.

8.1.1 James Harvey, Greene Central School Title 1A Ed Tech III.

8.1.2 Leavitt Area High School Volunteer Football Assistants (Returning):

Eric Theiss, Volunteer Football Assistant.

Matt Twitchell, Volunteer Football Assistant.

Nathan Melanson, Weight Room Supervisor.

8.1.3 Andrew Leavitt, Leavitt Area High School Volunteer Football Assistant.

8.1.4 Adult Education 2015-16 Academic Instructors (Returning):

Larry Sirois, Melanie North, Darla Christianson, Michael Taylor-Hampton, Nathan Vlahakis, Josee Castonguay, Kelly Cabral, Stacey Keniston, Susanne Hamann, Vanessa Pierce, Chris Boynton, Kristina Emond, Garrett Christen, Tricia Sawyer, Jolene Brooks.

8.1.5 Nicole Pelletier, Turner Primary School Ed Tech III Autism Services Program.

9. New Business:

9.1 – 9.2

Questions were asked from Peter Ricker about concussions and chiropractor. Superintendent Aliberti stated that he had consulted with a doctor and the doctor recommended the current language. Robert Allen asked about concerns from staff. Superintendent Aliberti said that Dr. Hines mentioned that Maine is one of the few states that have a nurse law stating that they cannot take directives from a chiropractor and that the concern should not stop the policy from moving forward. Concern about the parent sign off language, Superintendent Aliberti talked about the issues last year and issues around physicals and concussions. He noted that there is not a surge of issues of medical practitioners who are not qualified to assess concussions.

A motion was made by Jon Woodard, seconded by Robert Allen and voted unanimously by those present to approve First Reading and Acceptance of revised Policy JJJF: Management of Concussions and other Head Injuries and First Reading and Acceptance of revised Policy JJJ: Extra/Co-Curricular Academic Eligibility Leavitt Area High School and Tripp Middle School.

9.3 A motion was made by Yuri Kowalski, seconded by Richard Gross and voted unanimously by those present approve the June Operating and Expenditure reports.

9.4 The Board discussed the over expended warrant articles. Business Manager Deb Roberts explained the reasons for the overage. First is Special Education - the over expenditure in this warrant article is due to Mainecare SEED. She is recommending transferring \$66,258.57 from Student and Staff Support and \$11,207.31 from Systems Administration to cover the overage of the Special Education warrant article of \$77,465.88. Secondly is transportation. The over expenditure in this warrant article is due to several factors including: unanticipated special education transportation needs, 2013-14 diesel costs not recorded until 2014-15, and unanticipated repair costs for buses and vans. She is recommending transferring

\$181,506.04 from Regular Instruction to cover the overage in the Transportation warrant article. Peter Ricker asked what areas under regular instruction did the \$181,000 in unexpended funds come from? Deb Roberts responded that it was mostly savings in salaries and benefits based on staff replacements.

A motion was made by Diana Morgan, seconded by Robert Allen and voted unanimously by those present to approve transfer of funds between warrant articles.

9.5 – 9.8

Agenda items removed.

10. Other Business:

10.1 Peter Ricker shared the following with the Board:

- There has been concerns about heat exhaustion at middle school and high schools and that coaches need to be aware and is there a policy for this.
- Hoping the district website will be up to date soon.
- A reminder to review the land in Greene.
- Requested a list of the ideas that was discussed at the Board retreat and would like a chance to reflect on it. Superintendent Aliberti stated the list was being compiled.
- Requested a list of the individual class sizes by school and grade for the Board.

10.2 Robert Allen spoke about the individual school websites and all of the handbooks are not updated and they need to be. The current information for the school year need to be updated such as staff listings, handbooks, etc. Nothing outdated should be on the website. Greene Central School Pam Doyen mentioned that the handbooks need to be approved by the Board before they go home to parents. It was decided this would the Ad Team would discuss process for handbooks. Peter Ricker clarified that the communication just needs to be current. Technology Education Coordinator Karen Potvin stated that the district handbooks are up to date. Mr. Ricker clarified that the concern was more global than just the handbooks.

11. A motion was made by Peter Ricker, seconded by Robert Allen and voted unanimously by those present to adjourn the meeting. The meeting adjourned at 7:28 P.M.

Respectfully submitted,



Henry Aliberti, Secretary

MINUTES
Finance Committee
August 27, 2015

Attending: Diana Morgan, Yuri Kowalski, Deb Roberts, Betsy Bullard, Kurt Schaub (Town Manager Turner), Angelo Terreri (selectman Turner) and Glen Chatuiver (selectman Greene), and Jeff Timberlake (State Representative), and Henry Aliberti, and Jon Woodard (arrived late)

1. Signed Warrants

2. Discussion on anticipated additional state subsidy for 2015-16 - we have been notified that we anticipate receiving \$310,273 more than we were anticipating and what was used in the budget. Warrant article 22 was approved by the Towns during the budget and indicates the overage we actually receive would be returned to the towns at the end of the fiscal year. This is done just in case as these are preliminary numbers and may change during the year if adjustments by the State are done. We should have a known number by mid May. The district can either reduce the town's subsidy in June or write them a check for their share of the additional amount received. Mr. Schaub stated this topic came up at their meeting last week while setting the town's mill rate. The question came up asking if the town could get a revised assessment from the school district. Henry said no because of the budget that was voted on by the towns. Mr. Schaub wondered about reducing the amount from the town by the amount for each payment, but they need to budget for it or not. They are trying to get the town budget set and reflect the additional amount the school is getting as reflected in the school budget. Deb stressed that the amount is preliminary until the end of the fiscal year. Mr. Timberlake thinks the board can vote to accept an amount less of its subsidy to reflect the increased amount from the State. This money, at the state level, was intended to be property tax relief, nothing to do with education.

Betsy asked if the district had the legal ability to reduce the towns' payments because this is not what the warrant article indicates should happen. Henry said he would need to look into it. Betsy stressed that it is the district's intention to return the funds to the towns at the end of the fiscal year. The amount the town's need to pay the district have been set per the budget, and the towns would like the amount reduced, which is what Henry needs to look into.

3. Review of June 2015 Financials: Two of the warrant articles, Special Education and transportation, were over budget and require a Board vote to transfer funds which is allowed by State Statute up to 5% of any cost center. Special Ed was over due to Mainecare SEED. The recommendation is that the vote to transfer \$66258.57 from student and staff support and \$11,207.31 from system administration to cover this overage in special education.

Transportation due to unanticipated special education transportation needs, 2013-2014 diesel costs not recorded until 2014-15 and unanticipated repair costs for buses and vans. The recommendation to the Board is to vote to transfer \$181,506.04 from regular instruction to cover the overages in transportation.

The other warrant articles were within budget.