

MAINE SCHOOL ADMINISTRATIVE DISTRICT 52
Greene, Leeds, and Turner, Maine

Minutes of the Third Regular Meeting of the Board of Directors 2017-2018
September 14, 2017 Tripp Middle School

Members present: Robert Allen, Vice Chairperson; JoAnn Nickerson; Yuri Kowalski; Jon Woodard; Carlos Gnipp; Richard Gross

Members absent: Elizabeth Bullard; Peter Ricker; Pamela Sirois

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; Mark McDonough, Greene Central School Principal; Razell Ward, Adult Education Director; Rebekah Drysdale, Director of Special Education; District Citizens; District Employees

1. Vice Chairperson Robert Allen called the meeting to order at 6:30 P.M. and Richard Gross led the Pledge of Allegiance.
2. The revised Minutes of the Eighteenth Regular Meeting, June 8, 2017 were approved by general consent. The Minutes of the Second Regular Meeting, August 31, 2017 will be voted on at the September 28, 2017 meeting.
3. Communications:
 - 3.1 Superintendent Brandt reported the following resignations:
 - Claire Sabine, Turner Primary School/Turner Elementary School Art Teacher, effective September 15, 2017
 - Zachary Bonnevie, Leavitt Area High School Co-Freshman Football Coach July 25, 2017.
 - Richard White, Leavitt Area High School JV Girls Basketball Coach, effective August 28, 2017.
4. Adjustment to Agenda – None.
5. Committee Reports:
 - 5.1 Finance Committee- Jon Woodard reported that the committee met prior to the September 14, 2017 board meeting and the following items were discussed: financials for July and August, which is agenda item 9.2, food service price equity, which is agenda item 9:10, update on speech services for students at Greene Central and Leavitt Area High School, which is agenda item 9:11 and an update on unfilled positions. Due to unfilled positions the district has spent \$46,479 less than budgeted in salaries and benefits as of September 14th.

- 5.2 Plant/Transportation/Building Committee – Yuri Kowalski reported that the committee has met and that at this meeting the roofing consultant provided an overview of recommendations for repairs to the roofs at Turner Primary School and Leeds Central School. This will be discussed later on in the agenda, item 9.8.
- 5.3 Curriculum/Policy Committee –JoAnn Nickerson reported that the committee has not yet met but will do so soon.
- 5.4 Student Representatives Report –No student representatives were available due to prior sporting event commitments.
- 5.5 Tri-Town Education Association Negotiations (Teacher) – Jon Woodard reported that this will be discussed in Executive Session, Item 9.13.
- 5.6 Administration Work Agreements – Superintendent Brandt reported that she had spoken with Peter Ricker and this will be discussed further in Executive Session, Item 9.15.
- 5.7 Administrator Reports:
- Kelly Marston shared that the start of school has been positive for staff and students. With a current enrollment of 270 students, Turner Elementary School has a new master schedule; established daily Morning Meetings where all staff participate-not just classroom teachers-with the students. Positive comments about this work were recently shared by staff during a staff meeting. Principal Marston noted that change can be difficult but that some are already reporting a greater connection to students after just 8 days of participating in Morning Meetings. Additionally, teachers are sending home good news postcards to all students and the whole school is participating in Pennies for Purpose and will be donating the monies raised to help fund classroom libraries in schools ravaged by recent hurricanes.
 - Gail Marine shared that the Tripp Middle School's school year is off to a great start with a current enrollment of 280 students. Principal Marine shared the kick off day for 7th graders; the MLTI Boot Camp that recently took place and the training that teachers participated in during the summer related to MLTI. Mrs. Nickerson commented that she participated in many of the Boot Camp Sessions and was impressed with the student engagement as well as the new learning she gained by participating.
 - Theresa Gillis reported that the Turner Primary School's school year is off to a positive start with 269 students. The first week was K-2 only with students quickly adjusting to their new routines and procedures. The second week brought PK students and staff and students were eager to welcome them to Turner Primary School. Ms. Gillis noted that her teachers are also leading Morning Meetings for their students. She commended her staff for working together during the transition period of waiting for the new principal to begin. Ms. Gillis and Mr. Patrie are planning some events to introduce and welcome him to the Turner Primary School community.
- 5.8 Superintendent Brandt reported that the Curriculum and Policy Committee will have a full agenda when they meet including a review of several policies, approval of a job description for Lead Nurse (a newly stipend position) as well as the job description for Grade Level Leaders. Superintendent Brandt shared that she and Special Education Director Rebekah Drysdale have been working to determine the best way to provide

speech services to our students with the unfilled Speech and Language Pathologist position. This item will be taken up later in the meeting under 9.11. Superintendent Brandt also shared that Assistant Superintendent Gillis is working to plan the upcoming October 6th Professional Development Day. Ms. Gillis will be gathering staff input as she leads the planning of this day with principals.

6. Public Comment – None.

7. Old Business– None.

8. Consent Agenda – A motion was made by Yuri Kowalski, seconded by Richard Gross and voted unanimously by those present to approve the following Non-Instructional appointments:

8.1 Non-Instructional Appointments:

8.1.1 Nathan Melanson, Leavitt Area High School Afternoon Weight Room Supervisor.

8.1.2 Judith Sprague, Leeds Central School Special Education Ed Tech I.

8.1.3 Valerie Arthur, Greene Central School Special Education Ed Tech I.

8.1.4 Isaiah Davis, Leavitt Area High School National Honor Society Advisor.

8.1.5 Majorie Baril, Adult Education Enrichment Instructor.

8.1.6 Ashley McCarthy, Adult Education Enrichment Instructor.

8.1.7 Wendy Thompson, Adult Education Enrichment Instructor.

8.1.8 Adult Education 2017 Fall Enrichment Instructors (Returning):
Kelly Chasse, Gary Swinton, Donna Cassista, Karen Shumac, Mary Crane, Kevin Ellingwood, Robert Perry, Sandi Cirillo, Randy Hutchinson, Diane Doiron, Mike Burd, Robert Harvey, Michael Mayo, Robin Rockett, Lashell Moon, Joyce Pratt, Heidi Audet, and Bonnie Honaker.

8.1.9 Jessica Twitchell, Turner Primary School Pre-K Ed Tech II.

8.1.10 Derik Jordan, Greene Central School PBIS Tier I Coordinator.

8.1.11 Felicia Mayo, Leeds Central School Special Education Ed Tech I.

8.1.12 Ashley Hodgkin, Leavitt Area High School Artistic Director.

9. New Business:

9.1 Instructional Nominations – A motion was made by Jon Woodard, seconded by Richard Gross and voted unanimously by those present to approve the following instructional appointments:

9.1.1 Jenifer Poulin, Tripp Middle School Literacy Interventionist Teacher.

9.1.2 Dan Bridgman, Greene Central School Day Treatment Program Special Education Teacher.

9.2 A motion was made by Carlos Gnipp, seconded by Richard Gross and voted unanimously by those present to approve the July and August Operating and Expenditure reports.

9.3 Business Manager Michele Coates shared laptop insurance rates for Tripp Middle School. The proposal is to keep the rates the same as last year based on family income.

Cost would be \$64 full price; \$32 for students qualifying for reduced lunch rates and \$16 for students qualifying for free lunch. The subsidy is proposed to remain at \$3400 to help supplement the insurance cost for those students who are paying the reduced or free rate for insurance. The insurance prices for teachers would also remain the same as last year. Michele will be sending this information along to staff so that they may opt to take insurance coverage. A motion was made by Yuri Kowalski, seconded by Carlos Gnipp and voted unanimously by those present to accept the proposed laptop insurance rates.

- 9.4 Superintendent Brandt gave an overview of the Patience Norman Award and asked for Board members who might be willing to serve on the selection committee. In the past three members of the Board, one representing each town, have served on this committee. Richard Gross volunteered for Turner; Robert Allen volunteered for Leeds and a volunteer is still needed for Greene.
- 9.5 The annual Maine School Management Association conference and Delegate Assembly is held each October. This year Richard Gross agreed to serve as the Delegate for MSAD 52 Board of Directors. JoAnn Nickerson will serve as the Alternate Delegate. Members present agreed with these delegate selections and thanked Richard Gross and JoAnn Nickerson for their willingness to serve in this capacity.
- 9.6 Superintendent Brandt shared information related to the Nomination of Maine School Board Association Business Friend of Education Award. The purpose of this award is to recognize organizations that have made significant contributions to public education. Superintendent Brandt noted that many individuals, groups and businesses have supported district schools over the years. At this time Superintendent Brandt suggested to the School Board of Directors that they consider nominating the Leavitt Trustees. The Leavitt Trustees is a non-profit group that was founded in 1901 and has contributed over \$234,000 just in the last six years. The Trustees also support several scholarships each year. Richard Gross made a motion to support this recommendation; Jon Woodard seconded the nomination. It was approved by those members present to nominate The Trustees of Leavitt Institute for the MSBA Business Friend of Education Award.
- 9.7 A motion was made by Yuri Kowalski, seconded by Carlos Gnipp and voted unanimously by those present to approve the fundraiser for Leavitt Area High School Key Club to raise monies for Trick or Treat for UNICEF.
- 9.8 A motion was made by Yuri Kowalski, seconded by Carlos Gnipp and approved unanimously by those present to accept the roofing contract bid submitted by IRC. Business Manager Coates shared information regarding the process leading up to this recommendation. Last year the process began with Northeastern Roofing Consultants working with Kim Long and Deb Roberts to provide guidelines around the needed roof repairs and bids were solicited. Three bids came in and were reviewed. The consultant, Jeff Radel, recommended that MSAD 52 go with the middle bid from IRC because it will best meet the repair needs due to the scope of work and materials included in the IRC bid. The Plant, Transportation and Buildings Committee then met with the consultant to gain a better understanding of his recommendation to go with the middle bid. Principal Shaw asked if the district has used IRC before. Business Manager Coates replied that the district has not used IRC before, but that the company is highly respected. MSAD 52

has worked with G&E Roofing, but G&E Roofing chose not to submit a bid on this project.

- 9.9 A motion was made by Jon Woodard and seconded by Yuri Kowalski and approved unanimously by those present to continue with the roof consultation services until the project's end. Business Manager Coates noted that Jeff Radel has brought the district through the bid process and that it would be beneficial if he could continue his work until the project is completed. His work would include onsite inspections and weekly progress meetings with Business Manager Coates and Facilities and Transportation Director Long. The cost of this proposal is not to exceed \$18,105. Mr. Gross asked about a timeframe for this process. Business Manager Coates indicated that there is no timeline, but suggested that this could be done this fall or next spring.
- 9.10 A motion was made by Jon Woodard, seconded by Richard Gross and approved unanimously by those present to approve the expenditure of \$8,588.30 from the local Food Service subsidy to provide non-Federal support under the USDA Paid Price Equity provision.
- 9.11 A motion was made by Yuri Kowalski, seconded by Carlos Gnipp and approved unanimously by those present to contract for Speech Language services with Norumbega Partners. Special Education Director Drysdale reviewed the steps taken to secure speech services for students with IEPs who require speech and language services. Director Drysdale indicated that these specialize positions are becoming more difficult to fill. MSAD 52 has been advertising for a full-time Speech and Language Pathologist since May 2017 with no applicants. As school began, Director Drysdale and Superintendent Brandt explored service options including contracting with online service providers. After researching this option, it appeared that this would be better suited for older students. At this time, the students needing the service are at both LAHS and GCS. Additional research yielded another option. Norumbega Partners has Speech and Language pathologists and assistants who can work directly with students and also conduct evaluations necessary as part of the special education process. While the best option for our students would be to have a full-time provider hired by our district, Director Drysdale and Superintendent Brandt determined that working with the Norumbega Partners would be a viable option and would provide students with the services they need. Any service times that have been missed will be made up over the course of the next several months as the providers are able to begin working at GCS and LAHS the week of September 18th. There are currently 47 students who would be serviced by this model which includes case management of students identified for special education services with a Speech and Language Disability. The cost of this proposal is slightly less than what has been budgeted for a Speech and Language Pathologist who would be a district employee. Mr. Allen noted that he is interested in the idea of online services as he knows that hospitals use this type of service extensively.
- 9.12 Superintendent Brandt shared an update on the Pre-K enrollment at Turner Primary School. There are four classes of 17 students each and one class with 16 students. Each class has an educational technician II to support the students. These educational technicians work four days per week, each of the days that students attend. Superintendent Brandt and Assistant Superintendent Theresa Gillis are closely monitoring these numbers and should have a proposal for the next school board meeting

based on needed levels of support. Greene Central School and Leeds Central School currently have Pre-K classes ranging from 10-12 students.

- 9.13 A motion was made by Jon Woodard, seconded by Carlos Gnipp and approved unanimously by those present to enter into Executive Session at 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 7:21 P.M.
The Board returned to Open Session at 7:31 P.M.

- 9.14 No action taken.

- 9.15 A motion was made by Yuri Kowalski, seconded by Carlos Gnipp and approved unanimously by those present to enter into Executive Session to discuss Administrators work agreement pursuant to 1 M.R.S.A. §405(6) (D).

The Board entered Executive Session at 7:33 P.M.
The Board returned to Open Session at 7:35 P.M.

- 9.16 No action taken.

- 9.17 A motion was made by Yuri Kowalski, seconded by Richard Gross and approved unanimously by those present to enter into Executive Session to discuss the compensation officials/appointees/employees pursuant to 1 M.R.S.A. § 405(6)(C).


The Board entered Executive Session at 7:36 P.M.
The Board returned to Open Session at 7:42 P.M.

- 9.18 No action taken.

10. Other Business – None.

11. A motion was made by Jon Woodard, seconded by Richard Gross and voted unanimously by those present to adjourn the meeting at 7:43 P.M.

Respectfully submitted,



Kimberly Brandt, Secretary