

# MAINE SCHOOL ADMINISTRATIVE DISTRICT No. 52

Greene, Leeds, and Turner, Maine

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## Minutes of the Fourth Regular Meeting of the Board of Directors for 2016-2017

September 22, 2016

Tripp Middle School

Members present: Elizabeth Bullard, Chairperson; Diana Morgan, Vice Chairperson; Yuri Kowalski; Peter Ricker; Robert Allen; Carlos Gnipp; Jon Woodard; Richard Gross; JoAnn Nickerson

Members absent: None

Others Present: Kimberly Brandt, Superintendent of School; Thomas Ambrose, Assistant Superintendent; Deborah Roberts, Business Manager, Eben Shaw, Leavitt Area High School Principal; Gail Marine, Tripp Middle School Principal; Kelly Marston, Turner Elementary School Principal; Theresa Gillis, Turner Primary School Principal; Mark McDonough, Greene Central School Principal; Danielle Harris, Leeds Central School Principal; Razell Ward, Adult Education Director; Karen Potvin, Technology Education Coordinator; District Citizens; District Employees

1. Chairperson Elizabeth Bullard called the meeting to order at 6:30 P.M. and the Pledge of Allegiance was led by Yuri Kowalski.
2. The Minutes of the Third Regular Meeting, September 8, 2016 were approved under general consent.
3. Communications:
  - 3.1 Superintendent Brandt reported the resignation of Rebecca Stevens, Leavitt Area High School as 2-1/2 hours per day Food Service Assistant, effective August 31, 2016.
  - 3.2 Superintendent Brandt reported the resignation of Deborah Alden, Director of Special Education, effective mid-November 2016.
  - 3.3 Superintendent Brandt reported the increase of daily work hours for Michael McMahan, District Wide Van Driver from six hours to 6.25 hours per day due to transportation needs.
  - 3.4 Superintendent Brandt reported the increase of daily work hours for Pam Lanyon, District Wide Van Driver from four hours to five hours per day due to transportation needs.
  - 3.5 Superintendent Brandt reported the increase of daily work hours for Diana Nickerson District Wide Bus Driver from four hours to six hours per day (retroactive to August 31, 2016) due to students needs at Tripp Middle School
4. Adjustments to Agenda
  - 8.1.3 Adult Education Academic/Enrichment Instructor
5. Committee Reports:
  - 5.1 Finance Committee: Jon Woodard reported the committee met. The warrants and financials are on track on what we are spending and what is coming in. The committee

discussed salaries for Assistant Superintendent, Business Manager and Special Education Director.

- 5.2 Plant/Transportation/Building Committee: Peter Ricker reported the committee has not met.
- 5.3 Curriculum/Policy Committee: JoAnn Nickerson reported the committee has not met.
- 5.4 Student Representative's Report – None.
- 5.5 Tri-Town Support Staff Negotiations (ESP): Peter Ricker reported the committee has met and will need an executive session later in the evening.
- 5.6 Tri-Town Education Association Negotiations (Teacher) – Jon Woodard reported the committee has not met. A meeting will be scheduled before the next board meeting.
- 5.7 Administration Negotiations – None
- 5.8 Administrator's Report – Leavitt Area High School Principal Eben Shaw presented information on the self-study at Leavitt. Assistant Superintendent Thomas Ambrose presented information regarding the professional development for literacy in MSAD 52
- 5.9 Superintendent's Report – Superintendent Brandt reported the annual MSMA Fall Conference is taking place at the Augusta Civic Center on October 27 & 28. She shared with the Board there will not be a Tri-Town Selectmen meeting scheduled for this fall. Superintendent Brandt updated the Board on the Special Education Director position. The position has been posted on Serving Schools and an ad was running in the *Sunday Maine Telegram* and *Lewiston Sun Journal*. The interview committee members will be selected next week.

6. Public Comment – None.

7. Old Business:

- 7.1 Superintendent Brandt talked about the Board summer retreat. The Board has embraced developing a strategic plan. This will be a living document that will evolve as time goes on and will help us to develop a budget and make decisions. There are many ways to develop a strategic plan that range from one day meetings to weekly meetings. Superintendent Brandt will be meeting with districts that have done strategic plans to figure out what works and what mistakes they have made. She said that she will be gathering information and bringing back information so we can decide the best course of action for developing a strategic plan.
- 7.2 A motion was made by Yuri Kowalski, seconded by Jon Woodard and voted unanimously by those present to enter into Executive Session to discuss information related to salaries of Assistant Superintendent, Business Manager and Director of Special Education pursuant to 1 M.R.S.A. §405(6)(A).

The Board entered into Executive Session at 7:29 P.M.  
The Board returned to Open Session at 7:41 P.M.

- 7.3 A motion was made by Diana Morgan, seconded by Peter Ricker and voted unanimously by those present to increase the salary of the Special Education Director to be 1% above the

base salary based on an agreement made by the prior superintendent and an increase of 2% for the Business Manager and Assistant Superintendent.

8. Consent Agenda:

8.1 Non-Instructional Appointments: A motion was made by Yuri Kowalski, seconded by Carlos Gnipp and voted unanimously to approve the Non-Instructional appointments:

- 8.1.1 Julie Wright, Leavitt Area High School 2-1/2 Hours Food Service Assistant.
- 8.1.2 Stephanie Nolin, Tripp Middle School 2-1/2 Hours Food Service Assistant.
- 8.1.3 Kevin Ellingwood, Adult Education Academic/Enrichment Instructor.
- 8.1.4 Anne Duncan, Greene Central School Office Support Assistant.
- 8.1.5 Rachel Hanley, Turner Primary School PBIS Tier I Coordinator.

9. New Business:

9.1 Robert Allen, Richard Gross and Diana Morgan were selected to serve on the Patience Norman committee.

9.2 A motion was made by Robert Allen, seconded by Jon Woodard and voted unanimously by those present to nominate Richard Gross for the Maine School Board Association Delegate and JoAnn Nickerson as the Alternative Delegate.

9.3 Superintendent Brandt reported the following employees have completed their probationary period:

Michelle Gibbert	Transportation	Bus Driver	9-9-16
Ashley Racine	Turner Elementary School	Ed Tech III	9-12-16

9.4 A motion was made by Yuri Kowalski, seconded by Diana Morgan and voted unanimously by those present to approve donation of various used equipment from GlaxoSmithKline pending final approval of specific items by the Superintendent.

9.5 A motion was made by Richard Gross, 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 Support Staff (ESP) pursuant to 1 M.R.S.A. §405(6)(D).

The Board entered Executive Session at 7:53 P.M.  
The Board returned to Open Session at 8:03 P.M.

9.6 No action was taken.

9.7- Agenda items not needed.  
9.8

9.9 Chairperson Bullard shared with the Board she attended the PBIS kick off night at Turner Elementary School and it was extremely energetic and fun.

10. Other Business - None

11. A motion was made by Richard Gross, seconded by Carlos Gnipp and voted unanimously by those present to adjourn the meeting at 8:06 P.M.

Respectfully submitted,

A handwritten signature in black ink that reads "Kimberly Brandt". The signature is written in a cursive, flowing style.

Kimberly Brandt, Secretary