

# MAINE SCHOOL ADMINISTRATIVE DISTRICT NO. 52

Greene, Leeds, and Turner, Maine

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## Minutes of the Third Regular Meeting of the Board of Directors for 2013-2014

September 5, 2013 6:30 P.M. Tripp Middle School

Members present: Elizabeth Bullard; Eric Milliken; Yuri Kowalski; Robert Allen; Peter Ricker; Diana Morgan; Richard Gross; 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; Razell Ward, Adult Education Director; Glen Reynolds, Facilities/ Transportation Director; Karen Potvin, Technology Coordinator; District Citizens; District Employees

1. Chairperson Elizabeth Bullard called the meeting to order at 6:32 P.M. The Pledge of Allegiance was led by Jon Woodard.
2. The Second Regular Meeting Minutes, August 22, 2013, were approved under general consent.
3. Communications:
  - 3.1 Superintendent Aliberti reported the retirement of Joni Cooke as Turner Elementary School teacher effective October 1, 2014.
  - 3.2 Superintendent Aliberti reported the resignation of Tracy Merrill as Greene Central School Food Service Assistant effective September 6, 2013.
4. Adjustments to Agenda:
  8. Consent Agenda – Items to be acted upon collectively unless a Board member asks that a specific item be acted upon individually.
    - 8.1 Non-Instructional Appointments
      - 8.1.1 Removal of this agenda item
      - 8.1.3 Additional Tripp Middle School Volunteer Coaches
      - 8.1.6 Turner Elementary School Special Education Ed Tech II
      - 8.1.7 Other
5. Committee Reports:
  - 5.1 Finance Committee: Jon Woodard reported that they have not met, but plan to meet before the Board meeting on September 19, 2013.

- 5.2 Plant/Transportation/Building Committee: Peter Ricker reported the committee has not met.
- 5.3 Curriculum/Policy Committee: Joanne Nickerson reported that Curriculum Policy met prior to this meeting. Policy JJJ, the policy on eligibility requirements around extra-curricular activities, was discussed, and will be further discussed at the next meeting. At the bottom of each policy, there will be a subcommittee reviewed date if the policy needs no further revision. This will allow the District to know the last time the policy was reviewed by at least the subcommittee. Several policies were reviewed and will be going before the Board for revision at the next Board meeting.
- 5.4 Student Representative's Report: No student report.
- 5.5 Administrator's Report: Gail Marine, Tripp Middle School Principal, reported on what they do to support students transitioning from sixth to seventh grade. She said the transition begins at the beginning of the sixth grade year. Middle school staff attend IEP meetings as well as 504 meetings. TMS staff attend the sixth grade field day to begin to learn about the current sixth graders. There is a parent night in May for the incoming seventh graders and parents. Students identified as needing special services frequently come during the day in small groups to visit the middle school to lessen their anxiety about the transition. Elementary guidance counselors collaborate with middle school guidance, and sixth and seventh grade teachers connect. During the summer, teachers of incoming seventh grade students reach out to the students through either a postcard or phone call. Throughout the summer, students can receive tours of the middle school. Advisor lists are posted in the entryway and are sent to the elementary schools. Seventh graders come in alone on the first day of school while the eighth graders stay home. This is to lessen any feelings of being overwhelmed. On this day, cafeteria expectations are reviewed, teachers meet with students, advisors review expectations and there is an assembly to welcome and explain expectations. There is also a computer night at the beginning of the year to review and answer questions about the MLTI machines. Every year there is also Open House in September which is September 18<sup>th</sup> this year.

Eben Shaw, Leavitt Area High School Principal, reported on what they do to support students transitioning from eighth to ninth grade. An 8<sup>th</sup> grade parent night is held in the last part of January. Kris Wing, network leaders, and teachers work with families. Derek Galway makes connections with many of the incoming at-risk students and provides them with student mentors. Ninth graders come in alone on the first day of school while the upper classmen stay home. On this day, 9<sup>th</sup> grade instructors meet with their HPT groups, give tours, help with lockers, and go through the student's entire schedule. Camp Kieve comes and works with the students and teachers on team building.

Board members feel whatever we can do to continue to look at ways to support the transition would be helpful. This may include going on the same field trips during the year in sixth grade, so students can get to know one another from the towns.

- 5.6 Superintendent's Report: Dr. Aliberti reported that having the seventh and ninth graders alone in the building on the first day helps to facilitate the transition to the new buildings. Dr. Aliberti attended the TES Open House, and Androscoggin Bank representatives were there to answer any parent questions about the online payment

option for the food service program. Jon Woodward, Board Member, was the first parent to use AndroPay. Dr. Aliberti feels we are off to a smooth start; however, there have been a few busing issues related to special transportation and the third party group we are required to use. In October, the Patience Norman Award nominations will go out to the staff and be communicated to newspapers, as well as the long range planning committees will begin. There is no news on who will replace the current Commissioner of Education Steve Bowen.

Board members echoed Dr. Aliberti's message that it has been a smooth opening this year.

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 Peter Ricker and voted unanimously by those present to approve all Non-Instructional appointments.

8.1.1 Removed

8.1.2 Tripp Middle School Stipend Positions- Returning:

Barbara Gavin, Drama Coach  
Louis Gingras, Yearbook Advisor  
Cindy Webber, Student Activities Advisor  
Jenny Hudner, Athletic Director  
Lynn Busch, Team Leader Bengals  
Melissa Eli, Team Leader Wildcats  
Jodi Mathers, Team Leader Siberian  
Steve Barter, Team Leader Unified Arts

8.1.3 Tripp Middle School Volunteer Coaches:

Warren Burnham, Football  
Mark Herman, Football  
Nathan Melanson, Football  
Bethany Ames, Field Hockey  
Andrew Barnes, 7<sup>th</sup> Grade Boys Soccer

8.1.4 Daniel Dam, Van Driver

8.1.5 Other - None

8.1.6 Darlene Rollins, Special Education Ed Tech II

9. New Business:

- 9.1 Instructional Nominations – A motion was made by Richard Gross, seconded by Diana Morgan and voted unanimously by those present to approve all Instructional appointments retroactive to August 26, 2013.
- 9.1.1 Kristen Eberdt, Leeds Central School Guidance Counselor
- 9.1.2 James Holland, Tripp Middle School Science Teacher
- 9.2 A motion was made by Diana Morgan, seconded by Bob Allen and voted unanimously by those present to approve the Attendance Officer job description.
- 9.3 A motion was made by Diana Morgan, seconded by Peter Ricker and voted unanimously by those present to authorize the lease purchase of a school bus with Androscoggin Bank.
- 9.4 There was discussion about the request for an additional Pre-K teacher position. Although our original grant said we would not exceed 12 students per class, it is only a guideline. Last year, we looked at the idea of busing students to other schools with fewer numbers, but the parents did not like this idea. Other districts cap how many students they will accept, but the downside is that many of the most needy students will not attend the Pre-K program. Many surrounding programs have 15-16 students, but have a full time ed tech in the rooms.

The cost for this position would be covered financially by savings in hiring replacements for staff who have retired or resigned this year.

There was discussion about the need to look at how effective our Pre-K program is now that it has been in effect for four to five years. The review would be some type of qualitative survey taken by the teachers who have had students before and after the Pre-K program began. The review would also include the cost/benefit analysis, the special education impact, and other data that could shed light on whether the program is effective.

A motion was made by Diana Morgan, seconded by JoAnn Nickerson, and voted 8-0-1 (R Gross abstained) by those present to approve the request for an additional Pre-K teacher.

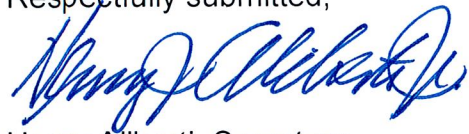
## 10. Other Business:

- 10.1 There was a question of whether the music position at the high school has been filled. It has not, but Sarah Dow is covering the choral piece until a suitable candidate is found.

10.2 The water at the high school is being tested. The State will know the results tomorrow, and the District will know Monday.

11. A motion was made by Diana Morgan, seconded by Peter Ricker and voted unanimously by those present to adjourn the meeting at 8:09 P.M.

Respectfully submitted,



Henry Aliberti, Secretary