

MAINE SCHOOL ADMINISTRATIVE DISTRICT #37

October 28, 2020

The Regular Meeting of the School Directors of RSU #37/ MSAD #37 was held at Narraguagus Jr./Sr. High School on Wednesday, October 28, 2020, at 7:00 p.m. to consider and act upon the following items of business:

Board Members Present: Jeffery Beal, Chris Chartrand, Grace Kennedy, Ronald Kennedy, Gary Magby, Debra Murphy, Charles Peterson, Jr., and Vance Pineo, Jr.

Board Members Absent: Susan Beal, Beth Hartford, Sarah Willson, and Mark Wright

Other persons present: Ronald Ramsay, Denise Vose, Maria White, Todd Emerson, Mary Ellen Day, Susan Meserve, Lorna Greene, Ron Green, Tracie Martin, Lori Mathews, David Mathews, Kandi Robertson, Ashley Cirone, Tiffany Strout, and Dawn Fickett

AGENDA

A. INTRODUCTORY BUSINESS

1. The meeting was called to order at 7:00 p.m. by Chairman Vance Pineo, Jr.
2. **RE: APPROVAL OF MINUTES OF THE SEPTEMBER 30, 2020 MEETING OF THE BOARD OF DIRECTORS**
ACTION: Motion by Gary Magby, second by Grace Kennedy, and voted (572-yes, 60-abstentions) to approve the minutes of the September 30, 2020 meeting as printed. (Pineo abstained as he was absent from that meeting.)
3. **RE: REPORT—SUPERINTENDENT OF SCHOOLS (Including Legislative Updates)**
INFORMATION: Supt. Ramsay noted that Tracie Martin, Athletic Director, had some letters to share from student athletes. Tracie read the letters expressing appreciation for the board's support in allowing them to have a fall athletic season.

Supt. Ramsay reported that, to the best of his knowledge, we have not had a positive case of COVID in our schools yet. We have had a student that had contact with an adult that tested positive from outside our district. The student quarantined and was tested. The test was negative, but the student will complete the 14-day quarantine any way to make sure they do not become positive. We are following all protocols that need to be followed.

Our application for the CRF2 COVID grant funds was approved. This gives us a total of over \$1.5 million to use for things not already budgeted that are related to COVID. Some of the things we have included in these funds are hiring additional staff to help in each school for cleaning, tutoring, remote learners, etc.; two new vans for transportation that allow multiple students to be spaced apart; new phone systems for communication; a ventilation system at the CTE building; ion air cleaners for all schools; electronic message signs for communication; outdoor classroom spaces at each school; heat pumps to help with air circulation; indoor/outdoor non-porous furniture; cleaning supplies and equipment; PPE; upgrades to network wiring for better internet for remote learning; iPads for elementary students in PreK-2 students and laptops for staff for remote instruction; social/emotional services for staff and students through TREE; Outdoor School programming; water-bottle filling stations; cafeteria tables and other kitchen equipment upgrades; and virtual open houses at each school.

Things are going extremely well at the CTE site. They are making steady progress finishing up projects. Nickerson O'Day will probably be there through mid-December finishing up some

things that were added to the original project. All major electrical issues are not resolved. The heating system is done. The front of the building is complete. There is good feedback from everyone, and students are enjoying the programs there.

4. RE: REVIEW OF FINANCIAL STATEMENTS

INFORMATION: We are where we should be with spending through the end of September, which represents the first quarter of our fiscal year completed.

5. RE: ADMINISTRATIVE REPORTS (Including Professional Development, ESEA, and G/T)

INFORMATION: Denise Vose reported 146 students are receiving special education services. There are 21 that receive 504 services. She has 10 referrals in process. The special ed staff is trying to catch up on evaluations that were postponed in the spring due to COVID. She has attended 37 meetings this month, including MADSEC and the Washington County Directors' virtual meetings.

Susan Meserve noted that Harrington has 107 students attending and 15 doing remote. Cross country just finished up with 15 students that participated and had a great time. EdGE has begun. Students did activities for Fire Prevention Week. One of the Ed Techs from the school is a volunteer for the fire department, and she visited each classroom and talked about fire safety. Drivers were recognized for Bus Driver Appreciation Week. Teachers are working on packets to send home in the event that we go remote on short notice.

Maria White reported 114 students attending at Milbridge and 26 doing remote. Grade 6 is the biggest group with 19 in person and 3 remote. The students are showing their resiliency with the COVID guidelines. Seventeen students participated in Cross Country. EdGE is going well. The school is getting ready for a virtual session of Island Readers & Writers. Peter Sawyer visited the school and talked about fire safety. There are 20 ELL and 21 special ed students at Milbridge.

Lorna Greene noted that students participated in various safety activities during Fire Prevention Week. Sixteen students participated in Cross Country. School pictures and physicals were completed. Remote learning plans are ready and have been sent home to parents just in case they are needed. For Professional Development, the Leadership Team held a ZOOM meeting on October 7th and discussed the challenges of COVID and goals for the year. PLC meetings are going on in each school. On Friday, all staff will spend the afternoon watching training videos that are required. In ESEA, the performance report for FY20 has been submitted. The G/T team met and discussed how to serve G/T kids with all the restrictions due to COVID.

Mary Ellen Day reported an enrollment of 206 for the high school and 98 for junior high. About 70 of that total are doing remote instruction. It has been busy with progress reports being mailed out, school pictures, and sports photos. Vern Campbell is filling in as a long-term sub for a teacher out on maternity leave. ELL training was done on October 20th. The dental hygienist visited the school recently. A flu shot clinic was held for staff and students. The junior high sports season was good. Students participated in soccer, cross country, and outdoor volleyball with no travel or competitions. It was a way to keep them involved. High school athletes participated in competitive soccer, cross country, and golf with some DAC All-stars recognized.

6. RE: SUBCOMMITTEE REPORTS:

a. Athletics/Student Activities—Debi Murphy noted that on February 24th there was an Athletic Subcommittee meeting to discuss junior high sports. The plan was to schedule another meeting to continue the discussion, but due to COVID, that didn't happen. She would like to have another meeting to continue the discussion.

b. Curriculum & Instruction--none

- c. **Negotiations & Grievance--none**
 - d. **Policy & By-laws--none**
 - e. **Facilities, Maintenance, Safety & Transportation--none**
- INFORMATION:**

7. RE: AGENDA ADJUSTMENTS

ACTION: Motion by Debra Murphy, second by Chris Chartrand, and voted (unanimously) to adjust the agenda to include acceptance of a bid for lunch delivery (add as C-2a) and hiring a substitute van driver (add as C-2b).

B. OLD BUSINESS

1. RE: APPROVAL OF 2ND READING OF POLICY REVISIONS

- a. AC—Nondiscrimination/Equal Opportunity and Affirmative Action
- b. ACAA—Harassment and Sexual Harassment of Students
- c. ACAA-R—Student Discrimination/Harassment and Title IX Sexual Harassment Complaint Procedures
- d. ACAB—Harassment and Sexual Harassment of School Employees
- e. ACAB-R—Employee Discrimination/Harassment and Title IX Sexual Harassment Complaint Procedures
- f. ECB—Pest Management in School Facilities and on School Grounds
- g. ECB-E—Notice of Planned Pesticide Application
- h. IKF—Graduation Requirements

ACTION: Motion by Debra Murphy, second by Chris Chartrand, and voted (632-yes; 108-no) to approve the 2nd reading of the above policies/procedures. These now become District policy. (Peterson voted no.)

C. NEW BUSINESS

1. RE: HIRING HALF-TIME ADMINISTRATIVE ASSISTANT AT THE CENTRAL OFFICE

ACTION: Motion by Chris Chartrand, second by Grace Kennedy, and voted (unanimously) to ratify the hiring of Brett Devlin as half-time administrative assistant at the central office as recommended by the Superintendent.

2. RE: HIRING SPECIAL EDUCATION ED TECH II AT DW MERRITT

ACTION: Motion by Chris Chartrand, second by Gary Magby, and voted (unanimously) to ratify the hiring of Lorraine Thompson as a special education ed tech II at DW Merritt as recommended by the Superintendent.

2.a. RE: AGENDA ADJUSTMENT—ACCEPTANCE OF BID FOR HOT LUNCH DELIVERY

ACTION: Supt. Ramsay noted that the person we had awarded the contract for the year to suddenly resigned, leaving us with no one to deliver. The kitchen staff have been covering while we advertised to find someone else. He recommended accepting the bid from Belinda Reynolds for \$22,000 for the remainder of the year.

Motion by Chris Chartrand, second by Debra Murphy, and voted (unanimously) to accept the bid from Belinda Reynolds as recommended by the Superintendent.

2.b. RE: AGENDA ADJUSTMENT—HIRING SUBSTITUTE DRIVER TO TRANSPORT IN DISTRICT VAN

ACTION: Supt. Ramsay recommended Hilary Saunders-Rusecky be hired as a substitute driver for the district van. This is to transport a couple of students to Hancock County Technical Center and KidsPeace. These vans only require a regular drivers' license, as well as the background checks all employees must have.

Motion by Charles Peterson, Jr., second by Chris Chartrand, and voted (unanimously) to approve Hilary Saunders-Rusecky as a substitute van driver.

3. RE: ACCEPTANCE OF BID FOR SALE OF USED BUS (#45)

ACTION: Motion by Chris Chartrand, second by Debra Murphy, and voted (unanimously) to accept the bid of \$1,150 from Joseph Small for bus #45 as recommended by the Superintendent.

4. RE: APPROVAL TO CHANGE SNOW DAYS TO REMOTE LEARNING DAYS

ACTION: Superintendent Ramsay noted that this would be a change to the school calendar as we presently add days to the end of the calendar when we miss school for storms. Most districts across the state have made the move to remote snow days. Staff will be expected to work on these days, as will students. This will be accomplished through a combination of packets and Google Classroom/Zoom. Staff that do not work on these days will be expected to make up the time.

Motion by Jeffery Beal, second by Debra Murphy, and voted (unanimously) to approve changing snow days to remote learning days for 2020-2021 as recommended by the Superintendent.

5. RE: ADJOURNMENT

ACTION: Motion by Charles Peterson, Jr., and voted (unanimously) to adjourn the meeting at 8:25 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Ronald C. Ramsay".

Ronald C. Ramsay
Secretary to the Board

MEETING SUMMARY, October 28, 2020

A. Introductory Business:

2. APPROVED minutes of the Sept. 30, 2020 Regular Meeting;
7. APPROVED agenda adjustments to accept lunch delivery bid and hire sub van driver;

B. Old Business:

1. APPROVED 2nd reading of policies/procedures: AC, ACAA, ACAA-R, ACAB, ACAB-r, ECB, ECB-E, and IKF.

C. New Business:

1. HIRED Brett Devlin as Administrative Assistant (half-time) at the central office;
2. HIRED Lorraine Thompson as SpEd Ed Tech II at DWM;
- 2.a. AGENDA ADJUSTMENT—ACCEPTED bid from Belinda Reynolds to deliver lunches;
- 2.b. AGENDA ADJUSTMENT—HIRED Hilary Saunders-Rusecky as sub van driver;
3. ACCEPTED bid for sale of used bus #45;
4. APPROVED changing snow days to remote learning days;