

*"A Caring School Community Dedicated to Excellence"*

**REGIONAL SCHOOL UNIT # 38 BOARD OF DIRECTORS  
Maranacook Community Middle School and via Zoom**

<https://us02web.zoom.us/j/88277319054>

**June 15, 2022, 6:30 p.m.**

**AGENDA**

1. Call to order:
2. Pledge of Allegiance:
3. Recognitions: (20 min.)
  - a. 2021-2022 National Honor Society
  - b. 2021-2022 National Technical Honor Society
  - c. Retiring staff members
  - d. Outgoing Board members
4. Citizens' Comments: (5 min.)
5. Additions/Adjustments to the Agenda by Board and/or Superintendent: (5 min.)
6. Action/Discussion/Informational Items: (40 min.)
  - a. Approval of Minutes of June 1, 2022\*
  - b. Approval of Negotiated Agreement Between the RSU #38 Board of Directors and the Maranacook Area Schools Professional Staff Association
  - c. Appointment of First Probationary Contract Teacher, RES Grade 1, Heather Gallant\*
  - d. Acceptance of resignation of MS teacher Kelli Corrigan effective June 30, 2022
  - e. Acceptance of resignation of RES teacher Jennifer Tweedie effective June 30, 2022
  - f. Acceptance of resignation of MS Principal Kristen Levesque effective July 1, 2022
  - g. Acceptance of the Computation and Declaration of Votes
  - h. Motion to Approve Assessment Warrants and Installment Schedules
  - i. Appointment of Maine School Boards Assoc. (MSBA) Local Delegate and Alternate Delegate\*
  - j. Authorize Superintendent to file the proper and necessary application forms to participate in any and all selected federal programs for RSU #38 and otherwise act as the authorized representative for and on behalf of RSU #38 for 2022-2023
  - k. Authorize Superintendent to hire and accept resignations, in consultation with the Chair or Vice Chair, during the summer
  - l. Summer School Update
  - m. Food Service Offerings Discussion
  - n. School Safety Discussion
7. Executive Session to consider evaluation of public officials pursuant to 1 M.R.S.A. §405(6)(A)
8. Adjournment:

\* Attachments

Any citizen who wishes to add an item to the agenda may do so by notifying the Board Chair or the Superintendent's Office, in writing, ten days prior to the Board's next scheduled meeting.

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RSU #38 Board of Directors  
 Maranacook Community Middle School & via Zoom  
 June 1, 2022  
 Minutes of Meeting

Members Present: Chair Cathy Jacobs, Vice Chair David Twitchell, Keltie Beaudoin, Kim Bowie, Tyler Dunn, Patty Gordon, David Guillemette, Rebecca Lambert, Betty Morrell, Jade Parker (7:00 p.m.), Dane Wing

Members Absent: Shawn Roderick, Melissa Tobin

Student Members: Esm'e Jamison, Eric Nelson (excused)

Student Representatives: Carter Bennett, Celia Bergdahl, Joseph Couture, Abigail Allen, Morgan Boynton, Cassidy McCormack, Rocco Scott

Administration Present: Superintendent Jay Charette, Principals Tina Brackley, Abbie Hartford, and Kristen Levesque, Director of Curriculum, Instruction, and Assessment Karen Smith, Technology Director Diane MacGregor, Finance Director Mandy Fitzgerald

1. Call to Order: Chair Jacobs called the meeting to order at 6:30 p.m.  
 This business meeting is being held both in person and virtually, through zoom in compliance with RSU #38 policy BED Remote Participation in School Board Meetings. The meeting is being recorded and will be posted on the maranacook.org YouTube channel.  
 The "microphones" of the viewing audience will be muted except during the identified portions of public comments. If you would like to speak during any public comment section of the agenda, please use the chat feature to signal to Mrs. MacGregor and she will communicate with the Board Chair. In-person speakers please sign up on the clipboard. All individuals that wish to speak, whether in person or virtual, please identify yourself with first and last name and the town you live in. Please note that individuals that do not live in our member communities may or may not be granted permission to speak at the discretion of the Chair. Speakers are asked to limit individual comments to 2 minutes and if someone speaks ahead of you that has a similar view please reference the comment. All votes will be taken by Roll Call.
2. Pledge of Allegiance:
3. Presentation by Sue Whitney's Manchester Elementary 5<sup>th</sup> Grade Class  
 Principal Abbie Hartford, along with 5<sup>th</sup> grade teacher Sue Whitney and students Lillian Lemoine, Ashley Payne, Emily Payne, and Lyra St.Pierre presented on the New Book Clubs at Manchester Elementary.
4. Recognitions:
  - a. Students Attaining Seal of Biliteracy
  - b. Students Attaining Associates Degree
  - c. Top 10 Scholars
  - d. SKILLS USA Gold Award
  - e. Middle School Students Attaining High Honors & Honors all 3 years
  - f. RSU #38 Board Student Representatives
  - g. Students Selected to Participate in Maine All-State Music Festival
  - h. JMG Program – Kate Magnusson  
 JMG teacher Kate Magnusson reported on the program and the recent successes of the students. This is the first time a Maranacook student has placed in the yearly JMG symposium.
5. Student Representatives Reports:  
 MS Representatives – Carter Bennett Celia Bergdahl, and Joseph Couture reported on Team projects and year end activities.

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HS Representatives – Abigail Allen, Morgan Boynton, and Cassidy McCormack reported on school wide and year end activities.

6. Presentation: Review of 2021-2022 ESEA and Proposed 2022-2023 ESEA Grant Projects
 

Dr. Karen Smith provided an overview of the 2021-2022 ESSA projects, and outlined the proposed projects for FY23 (see written report). She requested feedback on the information to be sent to her. She also provided a handout outlining the Multi-Tiered System of Supports (MTSS) for RSU 38.
7. Citizens Comments: none
8. Additions/adjustments to the Agenda by Board and/or Superintendent:
 

Superintendent Charette noted that there is a handout in Board folders regarding the Maine School Boards Association (MSBA) Annual Assembly. The Board will be asked to appoint a delegate and alternate delegate at the June 15<sup>th</sup> meeting. Typically these appointments are done in the fall, but the MSBA is planning to hold a meeting(s) in the summer to work on possible bylaw changes and resolutions. The delegate assembly is scheduled for Saturday, October 22, at 9:30 a.m. and is a virtual meeting.

Dane Wing requested the addition of the following items to the next meeting: discussion about nutrition, and school safety.
9. a. Committee Reports:
 

*Communications* – Superintendent Charette reported on the most recent meeting. The Committee is looking at a possible July meeting to look at options/protocols to start the school year.

*Facilities* – Superintendent Charette reviewed the minutes of the most recent meeting. He is working on scheduling a presentation by Clean Capital to discuss RSU 38's options regarding solar energy.

*Policy* – Patty Gordon reported no additional comments were submitted regarding Policy KDB, so the Board is being asked to approve the policy as revised later in the agenda. Chair Jacobs added the importance of hearing from the rest of the board regarding policies.
10. Action/Discussion/Informational Items:
  - a. Approval of Minutes of May 4, 2022

**MOTION** by Gordon, second by Beaudoin to approve the Minutes of May 4, 2022 as presented. Roll Call Vote - **Motion Carried:** 10 in favor, 0 opposed, 1 abstained (Dunn)
  - b. Approval of Minutes of May 18, 2022 Annual Meeting

**MOTION** by Guillemette, second by Parker to approve the Minutes of May 18, 2022 as presented. Roll Call Vote - **Motion Carried:** 10 in favor, 0 opposed, 1 abstained (Wing)
  - c. Acceptance of donations

**MOTION** by Dunn, second by Lambert to accept the donations as presented.  
Roll Call Vote - **Motion Carried:** unanimous
  - d. Appointment of First Probationary Contract Teacher, MES 40% Art, Laura Damon-Therault

**MOTION** by Twitchell, second by Gordon to appoint first probationary contract teacher Laura Damon-Therault, Manchester Elementary Art, 40% as recommended.  
Roll Call Vote - **Motion Carried:** unanimous
  - e. Acceptance of teacher resignation effective June 30, 2022, Math Coach, Abby Shink

**MOTION** by Guillemette, second by Bowie to accept the resignation of Math Coach, Abby Shink with regret. Roll Call Vote - **Motion Carried:** unanimous
  - f. Acceptance of teacher resignation effective June 30, 2022, HS English, Hannah Moran

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**MOTION** by Guillemette, second by Lambert to accept the resignation of HS English Teacher, Hannah Moran with regret. Roll Call Vote - **Motion Carried:** unanimous

g. Second Reading – Policy KDB, Public’s Right to Know/Freedom of Access

**MOTION** by Dunn, second by Beaudoin to approve the revisions of Policy KDB as recommended by the Policy Committee. Roll Call Vote - **Motion Carried:** unanimous

h. Report on Data Incident Response Plan

Technology Director Diane MacGregor presented on the work that has been done to develop a Data Incident Response Plan for the district. The plan was developed by the IT Department, the Superintendent, and the Finance Director along with assistance from the district’s insurance provider. Superintendent Charette added that the Plan does need Board approval, and asked if they preferred to vote at the next meeting on June 15<sup>th</sup>. The Board agreed to vote this evening.

**MOTION** by Twitchell, second by Beaudoin to approve the RSU #38 Data Incident Response Plan as presented. Roll Call Vote – **Motion Carried:** unanimous

i. Discussion – Board Self Evaluation

Superintendent Charette reported that he and Chair Jacobs discussed the Board Self Evaluation. The plan is to send board members the Self Evaluation form before the June 15<sup>th</sup> meeting to complete prior to the next meeting. An Executive Session will be scheduled for that meeting where the Board can have a discussion.

Mr. Dunn asked whether it would be sent to staff and administrators. Chair Jacobs responded that for now, the Board needs to make sure they are ready to do that and that it’s a good valid survey. The Board will also discuss the goals they developed at the start of the school year.

11. Executive Session to consider administrative evaluations pursuant to 1 M.R.S.A. § 405(6)(A) for Principals Jeff Boston, Tina Brackley, Janet Delmar, Abbie Hartford, Kristen Levesque, Director of Curriculum, Instruction & Assessment Karen Smith, Special Education Director Ryan Meserve, Adult and Community Education Director Steven Vose, Technology Director Diane MacGregor

**MOTION** by Beaudoin, second by Dunn to enter Executive Session to consider administrative evaluations pursuant to 1 M.R.S.A. § 405(6)(A) for Principals Jeff Boston, Tina Brackley, Janet Delmar, Abbie Hartford, Kristen Levesque, Director of Curriculum, Instruction & Assessment Karen Smith, Special Education Director Ryan Meserve, Adult and Community Education Director Steven Vose, Technology Director Diane MacGregor. Roll Call Vote – **Motion Carried:** unanimous

The Board entered Executive Session at 8:11 p.m. and returned to public session at 8:23 p.m.

**MOTION** by Beaudoin, second by Dunn to extend the administrative contracts by one year and authorize a 2.5 percent increase for the administrators as discussed.

Roll Call Vote – **Motion Carried:** unanimous

12. Executive Session pursuant to 1 M.R.S.A. § 405(6)(D), labor contract discussions between the RSU #38 Board of Directors and the Maranacook Area Schools Staff Association

**MOTION** by Dunn, second by Parker to enter Executive Session pursuant to 1 M.R.S.A. § 405(6)(D), labor contract discussions between the RSU #38 Board of Directors and the Maranacook Area Schools Staff Association.

The Board entered Executive Session at 8:25 p.m. and returned to public session at 8:45 p.m.

13. Action following Executive Session: see 12 above.

14. Adjournment: **MOTION** and second to adjourn at 8:46 p.m.

Respectfully submitted,  
James Charette, Superintendent of Schools  
D. Foster, Recorder

6c.

Position	1st Grade Teacher- Readfield Elementary School	
Candidate	Heather Gallant	
Educational Preparation	University of New England	2007
	Graduate Teacher Certification Program	
	University of Maine	
	BA- Political Science	2003
Related Experience	RSU #2 Monmouth Schools - Primary Level Teacher	2017-2022
	RSU #2 Hall-Dale Elementary - Title I Ed Tech III	2008-2010
References	Melissa Burnham Barter, Principal Monmouth Mem. School	
	Leticia Goucher, Asst. Principal, Monmouth Mem. School	
	Judy Macomber, Teacher, Monmouth Mem. School	
Certification	General Education K-8 (020) Professional	7/1/2023
Salary	\$47,225.20 Degree: BA+15 2021-2022 Salary Scale	
Hire Date	6/15/2022	
Replacing	Marissa Tarrio -Resigned	

**Fwd: Local Delegate to MSBA Annual Delegate Assembly**

1 message

Jay Charette <jay\_charette@maranacook.com>  
To: Donna Foster <donna\_foster@maranacook.org>

Tue, May 17, 2022 at 5:57 PM

FYI - we can do this on June 15th?

6i.

----- Forwarded message -----

From: MSBA <msba@mmsaweb.com>  
Date: Tue, May 17, 2022 at 11:20 AM  
Subject: Local Delegate to MSBA Annual Delegate Assembly  
To: <jay\_charette@maranacook.com>



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May 17, 2022

**Local Delegate to MSBA Annual Delegate Assembly**

The Constitution of the Maine School Boards Association provides that each Active Regular Member Board of MSBA and each Career and Technical Regional Board Associate Member is entitled to elect a voting delegate to participate in the Association's Annual Delegate Assembly. Below is a copy of the Purpose of the MSBA Delegate Assembly. Since the Delegate Assembly is responsible for proposed Constitution and Bylaws changes and considers resolutions of the Association, your election of a local delegate is strongly encouraged. **This year's Delegate Assembly is scheduled virtually for 9:30 a.m., Saturday, October 22.**

**Please elect your delegate early, maybe at your May or June meeting, as well as an alternate should your Board's delegate be unable to attend.** We hope that your delegate will attend the September MSBA Regional Meeting (see dates linked below) to have them be familiar with the resolutions that will be discussed at that time, and later presented for consideration at the October 22, Delegate Assembly. Please put this item on your May or June school board agenda so that Delegates can be elected early – or at least on your August agenda.

**Return the form listing the delegate and alternate to MSMA by October 17, 2022. Submission of your delegate's name does not automatically register them for the Fall Conference. Therefore, please be sure to register your delegate for the Fall Conference through your superintendent's office on the appropriate form when these forms are distributed. (Registration materials coming later this summer.)**

Confirmation of registered delegates will be emailed to Superintendents and Delegates by October 19, 2022.

Superintendents with more than one school board are asked to reproduce the attached form for each of their boards. Thank you!

Certification of School Board Representative Form

MSBA Regional School Board Meetings September 2022

Purpose of the MSBA Delegate Assembly

Region List



49 Community Drive, Augusta ME 04330 • Telephone: (207) 622-3473 • Toll Free: (800) 660-8484 • Fax: (207) 626-2968



**MSBA  
Board of Directors Meeting  
May 14, 2022**

**September Regional Meeting**

**Meetings will be held via Zoom (remote) and will begin at 6 p.m.**

- Major intent of September meetings is to share / discuss proposed Resolutions
- A zoom link for the meeting will be sent out the week prior each meeting
- Typically, these run 75-90 minutes.

September 6 – Region VIII, Kennebec  
September 8 - Region VII, Cumberland  
September 12 – Region V, MidCoast  
September 13 – Region VI, Western Maine  
September 14 – Regions III-IV, Washington & Hancock  
September 15 – Region IX, York  
September 19 – Region I, Aroostook  
September 20 – Region II, Penquis

## Purpose of the MSBA Delegate Assembly

Governance and policy decisions affecting MSBA are dealt with at the Delegate Assembly. The importance of each School Board being represented at the Delegate Assembly cannot be overstated. The following information about the Delegate Assembly is to inform your School Board of the importance of electing a delegate.

According to Article VIII of the Constitution, the Delegate Assembly is the policy making body of the Association. The Delegate Assembly has four specific powers.

1. It adopts resolutions that express the beliefs and purposes of the Association.
2. It transacts such other business as presented to it prior to the opening of the Delegate Assembly by any delegation or the Executive Board of Directors.
3. It elects the Officers and Executive Board of Directors.
4. It may adopt amendments to the Constitution.

According to Article V of the Constitution, the Association is governed by the Executive Board of Directors. The Board is comprised of Regional Directors and At-Large Directors.

The Delegate Assembly consists of one voting delegate for each member district. In order to be an official delegate, the member School Board must report the name of the elected delegate and alternate prior to the Assembly. (See Delegate Form for actual date.)

The resolutions adopted at the Delegate Assembly are an expression of the Assembly's views regarding various issues and define the Association's position on legislative proposals.

As the Officers and Board of Directors approach any legislative session, it is crucial that they represent the Association's members. Make your local Board's voice heard and send a delegate to the MSBA Delegate Assembly held virtually this year, on Saturday, October 22, 2022.