

**RSU 56 Board of Directors Minutes**  
**Board Meeting Amended Agenda- September 27, 2022- 6:30pm**  
**(This meeting will be held at Dirigo High School. The board meeting will also be available via zoom and livestream on the RSU 56 Facebook page.)**

School Board Members Present: Barbara Chow, Tim Kelly, Elizabeth Kelly, Marianne Young, Bruce Ross, Don Whittemore, Larry Whittington, Natalie Sneller, Joe Conron  
(Student rep)

School Board Members Absent: Deanna Dolloff, Carl Lueders, Angela Cushman, Vacancy (Peru)

Staff Attending: Brian Keene, Pam Doyen, Cathy Arsenault, Gena Cloutier, Charlie Swan

Also Attending: Marianne Hutchinson

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Barbara Chow, Board Chair, opened the meeting at 6:34pm with the Pledge of Allegiance. Audience introductions were made. Everyone on zoom and Facebook live were welcomed.

**ADJUSTMENTS TO THE AGENDA**

Motion to add the following:

**VI New Business #2; Elect a Delegate to MSBA.**

**VII Supt. Report; Reporting a new hire and a coaching stipend position**

Motion: B. Ross

Seconded: D. Whittemore

Motion Carried

**CONSIDERATION OF THE MINUTES**

1. Minutes of the September 13, 2022 Board Meeting

Motion: B. Ross

Seconded: D. Whittemore

N. Sneller- Not Voting

Motion Carried

**PUBLIC COMMENTS**

None

**COMMUNICATIONS**

Board received a letter from Jon Holmes. It was sent electronically to each board member.

**NEW BUSINESS**

1. Student Data Privacy overview (Brian Keene)

**Data Privacy in Regional School Unit 56**

**Objective:**

Promote the importance of protecting the data of students, staff, and families

### Why Protect Data?

- Data is an incredibly important asset
- Regional School Unit 56 needs to ensure the safety and security of the data we are collecting and have safeguards in place to ensure data is protected.

### RSU 56 and Data Use

In RSU 56, we care deeply about safeguarding the privacy of student, staff, and family information.

We must work closely with our vendors and research partners to ensure that their confidentiality and security practices meet or exceed industry standards and adhere to the expectations contained in the federal [Family Education Rights and Privacy Act \(FERPA\)](#), [Children's Online Privacy Protection Act \(COPPA\)](#), [Children's Internet Protection Act \(CIPA\)](#), and the [Protection of Pupil Rights Amendment \(PPRA\)](#).

### FERPA- Family Education Rights & Privacy Act

- \* Pertains to federally funded educational institutions
- \* "Education Record"
  - Directly related to a student
  - Maintained by an education agency, institution or a party acting for the agency or institution

### FERPA- Family Education Rights & Privacy Act

Enacted in 1974, purpose is to:

1. Grant parents (and students 18+) access to information in the student's education record.
2. Protect that information from disclosure to third parties without parental consent 1
  - 1 "FERPA: What it means and how it works" SPLC.org, Student Press Law Center, <https://splc.org/ferpa-what-it-means-and-how-it-works/>

### PPRA- Protection of Pupil Rights Amendment

- Enacted in 1978, PPRA governs how student survey data is collected and used
- Applies to State Education Agencies (SEAs) or Local Education Agencies (LEAs)

### PPRA- Protection of Pupil Rights Amendment

1. Student or parent political affiliations
2. Student or parent religious affiliations, practices, beliefs
3. Student or family mental or psychological problems
4. Sexual behaviors or attitudes
5. Illegal, anti-social, self-incriminating or demeaning behavior
6. Critical appraisals of people with whom respondents have close family relationships
7. Privileged relationships such as lawyers, physicians, ministers
8. Income (other than what is required for participation in a program for financial assistance.)

### COPPA- Children's Online Privacy Protection Act

Vendors required to:

- Obtain parental consent when collecting/using personal information from anyone under 13
- Post data collection and usage practices in privacy policy online

### Maine Student Privacy Alliance

- Formed in Maine in 2018
- Membership paid by Maine DOE
- Guided by Maine Educational Technology Directors Association (METDA)

- Part of Student Data Privacy Consortium (SDPC)
- 10,794 districts, 86 vendors in the US in 34 states
- 70 participating school districts in Maine

#### -PURPOSE:

- Create transparency
- Streamline Requests
- Power in Numbers
- Standard Data Privacy Agreement

#### Data Support for RSU 56

- Regional School Unit 56 records and stores data privacy agreements with the MESPA, and the agreement statuses can be viewed online.
- RSU 56 belongs to a four state collaborative (TEC) with Rhode Island, New Hampshire, Mass, and Maine. There is a yearly fee to belong to the collaborative.
- When educators request data privacy agreements, they are vetted through the legal team with TEC and they determine through negotiations with the vendor, if agreements can be secured.

#### Steps in the Process

##### RSU 56 Data Security Processes

- Determine need(s)
- Consult with Technology Committee Member
- Check with MESPA (Maine Students Data Privacy Alliance) for approved Apps for RSU 56
- Complete Data Privacy Request (if needed)
- RSU 56 Administration will approve/not approve
- Choose an alternative (if needed)
- Proceed once agreement is secured

#### Determine Need

- Speak to your Grade Level Team, Department Head, or IT Support Specialist to explore how the software you want to use will support teaching and learning.
- Do we already have this software or a similar software in place?

#### Consultation

- Technology Committee Members are available at each school and are a great first resource in supporting the use of technology in the classroom.
- IT Support Staff are located in each building and are a valuable resource in planning which applications to choose and are there to support your use of technology in the classroom.

#### Investigation

- Check with Technology Department's website to see if RSU 56 has a data privacy agreement in place with the vendor
- If the District has an agreement in place, you are all set and can use the software!
- If no agreement is in place, or has been previously requested, submit a data privacy agreement request.
- This requires pre-planning. Request approvals can take minutes, days, weeks, or months.

#### Alternatives

- In some cases, vendors will not respond or will not agree to the Maine student data privacy agreement RSU 56 uses.
- If an agreement cannot be acquired, work with the Technology Committee and IT Support Staff

to find an alternate software that will be an appropriate substitute for the one you originally requested.

- You should NOT download or use software(s) that have not been approved as they may put student or staff data at risk.

Brian was asked about “education” emails that seem to come through all the time. He said that tech directors across the regions have discussed this problem.

He was also asked if our district is pretty secure. He said that to this point yes we are. We’ve had a few phishing emails that have come through that might say they are from the Superintendent but they’re not really from Pam.

2. **Elect a Delegate to MSBA**

**Motion:** B. Ross nominated Barbara Chow to be a delegate to MSBA

**Seconded:** M. Young

Not Voting: B. Chow

Motion Carried

## **OLD BUSINESS**

1. Review RSU 56 Mission, Vision, Core Values and Goals

The MIYHS is the Maine Intergrated Youth Survey. Pam gave the board a list of the acronyms that they had requested. Pam said it is done in February of odd years. She said in Nov she will have Mr. Long do an overview of the previous data and well as NWEA results. The students will be taking it again in 2023. She was asking the board if there was anything they wanted updated in the Mission, Vision & Goals.

Barbara talked about the short & long term goals. She asked how to know if something is working or not. Part of that is the Adult Ed, it isn’t working as well as before. How do we know if that is helping or working? Pam explained that the Drop Out Prevention team work with students to see what their long term goals are. Barbara asked what the game plan was. She said it was almost dropped in the district’s lap a year ago and is afraid if it doesn’t get more productive it may be the responsibility of RSU 56. Pam explained there is a new director at Region 9 for Adult Ed and the district has had more success with talking with students as early as 16 to start making a plan.

Barbara also stated that the rapport with the community hasn’t been as good and would like to see that improve. Pam stated that with the floats and the bonfire the community has been invited and they are working to include the community again.

Bruce Ross stated one of our short term goals was safety and feeling safe in the school. This was a sore spot. I know we are doing ALICE and we are doing lockdowns. Are we following through with everything that is needed? Pam stated we are still doing all the ALICE training. We are an ALICE certified district again. We do drills at all 3 of our schools. As a preview on the upcoming MIYHS do you feel safe at Dirigo HS, DHS numbers far exceeded the state numbers with a positive Yes they feel safe. We do try to talk about it alot. We are moving in the right direction. The data from the survey will show you that Dirigo HS students, in particular, are feeling safer at school than they did when they took it a couple of years ago. Bruce also asked if we were keeping all of our entrances secure. We have everything locked during the school day. People that come to the school need to enter from the Weld St entrance and ring the bell. With open campus, kids go

out different doors so we do have some that have to be checked that are not propped open.  
Overall, all the doors are locked during the day as well as at the elementary & middle school.

## **SUPERINTENDENT'S REPORT AND CORRESPONDENCE**

*Superintendent's Report:* Pam Doyen

NWA's will be happening across the district in October. NWAs have become the state testing platform. They will be in Grade 3- 8. Grade 10 is required. We are also going to do Grade 9 because we want to use the data to help prepare them for the tests in 10th Grade.

The staff at DES deserve a huge shout-out. The work of implementing a new reading program as well as one-year into the new math program is no small feat. They are working hard to implement both programs. I just want to publicly thank all of the DES staff as well as Mr. Swan for supporting them.

Reminder that next Friday, Oct 7 is a workshop day, so students will be off but staff will not. The following Monday, Oct 10 is Indigenous People's Day so students will have a four-day weekend, staff a 3-day weekend.

*Administrator's Report:* Brian Keene, Technology Director

### **Staff:**

The Technology department is fully staffed with a technician in each building, and a director.

### **Devices:**

- Dirigo Elementary
  - Grades PK-3 1:1 iPad's
  - Grades 4-5 1:1 13" MacBook Airs - 2020
- Dirigo Middle School
  - Grades 6-8 1:1 13" MacBook Airs - 2021
- Dirigo High School
  - Grades 9-12 1:1 13" MacBook Airs - 2022

### **Professional Development**

- RSU 56 sent four staff members to PowerSchool University in Boston in July.  
Nick, Jillian, Shiloh & Brian
- ACTEM Conference in October
- Apple Education Technology Update in October
- METDA Physical Security Event in December
- College Courses/ Certifications

### **Surplus Device Update:**

- DMS Device Sale Update from December 2021
- DHS Sale Announcement for October 2022

Brian explained that the company they sold the old devices to have not sent the money to the district that was promised. The attorney has become involved to try to resolve the issue.

### **Projects**

- Student Data Privacy
- Security Cameras- DES & DMS exterior cameras have all been updated. DES interior cameras are about half way done. ½ DMS interior have been done.
- Department Website

- Technology Committee- Brian is looking to bring back the technology committee..It would include 2 members from each building, an Admin & looking for a board member or 2. They would probably be quarterly meetings.

Enrollment Update:

	09/13/21	09/13/22	Difference
Pre-K	37	25	-12
Kindergarten	46	51	5
Grade 1	51	44	-7
Grade 2	60	56	-4
Grade 3	55	66	11
Grade 4	54	61	7
Grade 5	50	57	7
<b>Dirigo Elementary School</b>	<b>353</b>	<b>360</b>	<b>7</b>
Grade 6	56	51	-5
Grade 7	62	55	-7
Grade 8	53	64	11
<b>TWK Dirigo Middle School</b>	<b>171</b>	<b>170</b>	<b>-7</b>
Grade 9	56	59	3
Grade 10	53	59	6
Grade 11	63	55	-8
Grade 12	47	58	11
<b>Dirigo High School</b>	<b>219</b>	<b>231</b>	<b>12</b>
<b>RSU 56 Total Enrollment</b>	<b>743</b>	<b>761</b>	<b>18</b>

*Reporting of New Hires:*

Katrina Nutt, 4 hour nutrition worker (TWKDMS)

*Stipend and Coaching Positions:*

Middle School Field Hockey Assistant Coach- Alexis Holman

*Transfers:*

Heather Bishop, nutrition worker, transfer to DHS from DMS

**COMMITTEE REPORTS**

1. Student Representative Report- A very busy week for students at the high school. It is homecoming week. To start off with sports- today was a busy day. There was a Golf playoff at Oak Hill, which was won by 2 strokes. There will be a Championship on Thursday. Boys soccer: Away game. Cross Country: Away meet at Spruce. Field Hockey: Away game at Boothbay, they won 7-1. Last Friday Football game at Boothbay: We won 14-12. Most recent Girls soccer home against Mt Abram on Monday. Friday Football Homecoming game against Sacopee Valley & Saturday Field Hockey Homecoming game against Lisbon.  
The Homecoming Float theme is Board games. Seniors: Candy Land, Juniors: Monopoly, Sophomores: Life, Freshman: Hungry Hungry Hippos. Spirit week all week. Monday: Career

Day, Tuesday: Anything but a Backpack, Wednesday: Adam Sandler Day, Thursday: Disney Day & Friday: Class Colors. Thursday is the Homecoming parade at 7pm. Friday will also be homecoming activities, the classes compete against each other for team points. Saturday will be the Homecoming Dance.

B. Ross asked if the route for the parade would ever move back to going on all of Weld St. Pam replied that due to the fact that there were now businesses down where we used to use their parking lot at the end of Weld St. and allows the businesses to remain open. There is a lot of space at the middle school to prepare and line up.

M. Young-Asked who decides on the themes for spirit week. Joe replied that the Student Council nominates ideas and votes on them as a group.

Joe also invited all board members to the Senior float building after the meeting.

2. Policy Committee- Meeting 10/3 -5:30 Numerous policies have been sent to work from MSMA
3. Finance Committee- Carl not present but committee has not met
4. Curriculum Committee- Met 9/27- Jason Long went over numerous things. The curriculum is on the website, he walked the board through it. Some things are still evolving. He went over test scores. NWEA has been in existence for many years. There will be a new state test. Jason sent out assessments. K -12 assessments. It was a lot of work. The majority of the work Jason does in the summer.
5. Buildings & Grounds Committee- Not met. They will set up a time with Kenny for a walk through
6. Negotiations Committee- Nothing this year
7. Personnel Committee- Not met- Will set up a meeting for new board members. Natalie will reach out
8. Ad-hoc Committee (1st Thursday of each month)- Will meet 10/6 - 5:30pm

### **BOARD MEMBER COMMENTS**

Barbara Chow- Nice to hear from Joe on everything. Doing the boosters I see a lot of the kids and it's good to see a lot of activity. Good to see the evacuation training happened this week.

### **ADJOURNMENT**

1. Motion to adjourn

Motion: B. Ross

Seconded: L. Whittington

Motion Carried

Meeting adjourned at 7:38 pm