

R.S.U. #57 BOARD OF DIRECTORS
District School Board Meeting Minutes
November 18, 2020
7:00 PM
East Building & Via Zoom

A. Call to Order

Chair Woodward called the meeting to order at 7:02p.m. on Wednesday, November 18, 2020 at Massabesic High School East Building.

B. The Pledge of Allegiance was recited.

C. Roll Call and Declaration of Quorum

Quorum was declared with seventeen (17) Representatives present.

Allen, David**	Beane, Donald	*Bonia, Rachel**	Brunton, Anthony
*Cloutier, Luke	Crowley-Colwell, Tina	Dryden, Jojo	Dyer, Brenda
Ferguson, Anastasia	Flagler, John	Galbraith, David	Hewitt, Sarah
Laine, Jodi	Mastraccio, Katie	Mayo, Jennifer	Pombriant, Amber
Shaw, Jason	Vasalle, Judith	Vermette, Dominic	Woodward, Bruce

* Student Representative

** Absent

D. Adjustments to the agenda - No adjustments to the agenda.

E. Approval of the Minutes from October 28, 2020 meeting.

Motion by D. Beane, seconded by J. Shaw to: approve the minutes from the October 28, 2020 meeting.

No Discussion

Vote Unanimous. Motion Carried

F. Hearing of Delegations

None

G. Superintendent's Report

a. Student Report

Luke Cloutier reported on behalf of the student representatives. He reported that the National Honor Society had held its Induction Ceremony in a social distance setting and special scheduling was arranged. (Congratulations to Luke on his induction -LM) He also reported that Fall Sports had ended and Winter Sports are *eager to begin*.

b. Staff Updates

The following employee resignations have been accepted:

Employee	Position Held	Location	Date Received	Effective Date
Evgeni Bouzakine	Ed Tech	MHS	10/30/20	11/13/20
Megan Brown	Teacher	WES	11/02/20	12/04/20
Christine Laskey	Ed Tech	MHS	11/09/20	11/24/20
Beth Jones	Ed Tech	WES	11/16/20	11/18/20

(Policy - GCQC)

The following employee appointments have been made:

Employee	Position	Location	Date
Melissa McCarthy	Ed Tech II	SPED - AES	11/02/20
Laurie Houde	Custodian	MHS	11/04/20

(Policy - GDA; GDF)

c. Enrollment

Superintendent Malone provided a comparison of October 1st enrollments from the SY19-20 and Sy20-21. He indicated a reduction this year due to Covid 19. There is a significant number of students that did not attend as planned who are exempt from compulsory attendance. Also, the number of families elected homeschooling this year is much higher than in the previous year.

d. Superintendent Updates

- Nutrition Update - Vanessa Richardson, Nutrition Director, reported that *lower enrollment across the district is impacting our free/reduced percentages;* however, the current free & reduced numbers are not far off from last year's numbers. She indicated that they have been actively getting the word out about the importance of submitting the application if families

felt they qualify. Before the start of the school year, emails were sent out to parents with the link to submit an application for free & reduced meal benefits. Paper applications were sent out on the first day of school in our back to school packets. Promotion and reminders on menus, social media, website, school newsletters, letters & emails continue to be updated, as well as, follow up letters/emails to households with no application on file.

She indicated that remote meals have decreased and expect them to decrease even more once winter is here. The department is unable to prepare for multiple meal delivery due to staffing limitations. She noted that they currently have three substitutes willing to come in at this time.

See attachment #1: Comparisons

- Fall Conferences - Board members that attended the virtual MSMA Fall Conference commented on the programs and the new delivery of the conference.
- Early Release Days / Professional Development - Superintendent Malone indicated that consideration is being given to reinstating the early release days for the remainder of the school year. The Board gave consensus to explore options. The plan for consideration will be brought forward in a future meeting.

H. Standing Committees

- a. Finance/Building & Maintenance Committee** - Chair Vermette reported that the Committee met prior to the regular Board meeting. The warrants were reviewed and signed. The financial report was discussed and the FY 22 Budget preparation was discussed. It was noted that facility updates will be reduced in FY22 and currently there is no curtailment of funding from the State. The FY22 Budget Development Update will be presented at the December 9, 2020, regular Board meeting.

The Committee discussed the Earned Paid Leave Law that becomes effective January 1, 2021. The impact of this law will immediately impact the hourly staff and will be addressed as current collective bargaining agreements end. The RSU will request an extension of the audit under Federal guidelines.

The Committee reported the second round of CARE's funding is going as planned and vendors have been able to meet the timelines. Some of the recently purchased tents (CARES- Round 1Funding) for outdoor classrooms have been damaged by the recent high winds. The damage has been reported to the insurance company for resolve.

The Committee will meet again on December 9, 2020 at 6:00 p.m. at the East Building, via zoom.

- b. Curriculum Committee** - Chair Brunton reported out on behalf of the Committee. He reported that the Committee met on Monday, November 2, 2020 at 6:00 p.m. at the Central Office and via zoom. They reviewed the 3-yr plan and indicated they are in the third year of the plan. Time was spent in review of the suite of assessments the district has in place and the purpose and timeline for them. The next meeting is scheduled for December 7, 2020 at 6:00 p.m. at the East Building.
- c. Negotiations Committee** - Chair Woodward reported that negotiations with the Educational Technicians for a Memo of Understanding for the 2020-2021 school year was ongoing and the next meeting is scheduled for November 19, 2020 at 5:00 p.m. at Central Office.
- d. Policy Committee** - Chair Galbraith reported out on behalf of the Committee. He reported that the Committee met on Tuesday, November 3, 2020 and reviewed policies in the 3-year cycle in the I section. The committee is recommending two new policies for a first reading later on this agenda. The next meeting is scheduled for December 1, 2020 at 6:00 p.m. at tCentral Office and via zoom.
- e. Public Relations/Technology Committee** - Director Dyer reported that the committee met on November 16, 2020 at the East Building. She reported that Kevin Perkins, Director of Technology, indicated that the Class Plus System installation was going as planned and should be fully installed by the end of January. They reviewed the parent surveys and due to the low participation, a new survey will be re-sent to parents. The Committee also discussed the purpose of their work and will have further discussions on topics for the Public Relations portion of the committee's work. The next meeting is scheduled for December 21 , 2020 at 6:00 p.m. at the East Building.
- f. Transportation/Security Committee**- Director Colwell reported that the committee has not met. The next meeting is scheduled for November 24, 2020 at 6:00 p.m. at the East Building. Director Pombriant will assume the vacant position from Newfield, currently held by Director Colwell. Director Colwell will no longer serve as chair of the committee.

I. Old Business

None

J. New Business

- a. Nominations** - No nominations presented.

b. Review First Reading of Policies

- i. GBEBB - Staff Conduct with Students** - The Board reviewed the policy and will have the Policy Committee prepare for a 2nd reading.

- ii. BEB - Board Member Use of Social Media** - The Board reviewed the policy and will have the Policy Committee prepare for a 2nd reading.

c. Amended PEPG for SY20-21

Motion by D. Beane, seconded by T. Crowley-Colwell to: accept the Amended Performance Evaluation and Professional Growth (PEPG) for school year 2020-2021, expiring on June 30, 2021.

No Discussion

Vote- Unanimous. Motion- Carried

See attachment #2: COVID-19 Amendments (PEPG)

K. Calendar/Announcements - The following meetings were announced:

- | | | |
|------------|--|---------------------------|
| ● 11/24/20 | 6:00pm Transportation / Security Committee | MHS East Bldg & via Zoom |
| ● 12/01/20 | 6:30pm Policy Committee | Central Office & via Zoom |
| ● 12/07/20 | 6:00pm Curriculum Committee | MHS East Bldg & via Zoom |
| ● 12/09/20 | 6:00pm Finance Committee | MHS East Bldg & via Zoom |
| ● 12/09/20 | 7:00pm School Board | MHS East Bldg & via Zoom |
| ● 12/21/20 | 6:00pm PR / Technology Committee | MHS East Bldg & via Zoom |
| ● 12/22/20 | 6:00pm Transportation / Security Committee | MHS East Bldg & via Zoom |

L. Adjournment - Chair Woodward adjourned the meeting at 7:59 p.m.

October 2019										
School Name	Enroll	Free	Free %	Reduced	Reduced %	Eligible	Eligible %	Free	Free %	Reduced
Alfred Elementary School	214	46	21.50%	14	6.54%	60	28.04%			
Line Elementary	286	112	39.16%	41	14.34%	153	53.50%			
Lyman Elementary School	222	60	27.03%	23	10.36%	83	37.39%			
Massabesic High School	895	204	22.79%	83	9.27%	287	32.07%			
Massabesic Middle School	703	182	25.89%	71	10.10%	253	35.99%			
Shapleigh Memorial School	143	40	27.97%	20	13.99%	60	41.96%			
Waterboro Elementary School	537	157	29.24%	77	14.34%	234	43.58%			
District Totals	3000	801	26.70%	329	10.97%	1130	37.67%			
October 2020										
School Name	Enroll	Free	Free %	Reduced	Reduced %	Eligible	Eligible %	Free	Free %	Reduced
Alfred Elementary School	167	35	20.96%	6	3.59%	41	24.55%			
Line Elementary	229	78	34.06%	31	13.54%	109	47.60%			
Lyman Elementary School	219	63	28.77%	16	7.31%	79	36.07%			
Massabesic High School	895	195	21.79%	77	8.60%	272	30.39%			
Massabesic Middle School	653	210	32.16%	54	8.27%	264	40.43%			
Shapleigh Memorial School	122	47	38.52%	9	7.38%	56	45.90%			
Waterboro Elementary School	460	132	28.70%	52	11.30%	184	40.00%			
District Totals	2745	760	27.69%	245	8.93%	1005	36.61%			
As of 11/18/2020										
School Name	Free & Reduced	Directly Certified	Categorical Eligibility	Income Based	Denied	Enrollment	No Application	Free & Reduced	Directly Certified	Categorical Eligibility
Alfred Elementary School	28	21	4	3	24	167	115			
Line Elementary	97	67	1	29	37	229	95			
Lyman Elementary School	65	32	6	27	47	219	107			
Massabesic High School	189	112	10	67	126	896	581			
Massabesic Middle School	194	130	10	54	125	655	336			
Shapleigh Memorial School	45	27	0	18	20	122	57			
Waterboro Elementary School	153	81	9	63	100	463	210			
District Totals	771	470	40	261	479	2751	1501			

October 2020 Daily In Person & Remote Learner Meals

School Name	Total Enrollment	In Person Enrollment	In Person Breakfast	In Person Lunch	Remote Enrollment	Remote Meals
Alfred Elementary School	166	136	40	53	30	10
Line Elementary	227	168	60	88	59	25
Lyman Elementary School	221	168	60	75	53	7
Massabesic High School**	900	595	24	131	305	13
Massabesic Middle School**	656	437	0	0	219	24
Shapleigh Memorial School	127	103	26	57	24	7
Waterboro Elementary School	461	309	115	172	152	40
District Totals	2758	1916	325	576	842	126

October 2019				
School Name	Daily Breakfast	Daily Lunch	Daily A La Carte	
Alfred Elementary School	52	115	\$8.97	
Line Elementary	96	166	\$5.13	
Lyman Elementary School	81	111	\$8.00	
Massabesic High School	91	324	\$225.47	
Massabesic Middle School	135	339	\$175.69	
Shapleigh Memorial School	37	80	\$4.44	
Waterboro Elementary School	180	322	\$6.54	
District Totals	672	1457	\$434.24	

October 2020				
School Name	Daily Breakfast	Daily Lunch	Daily A La Carte	
Alfred Elementary School	50	63	0	
Line Elementary	85	113	0	
Lyman Elementary School	67	82	0	
Massabesic High School	37	144	\$26.31	
Massabesic Middle School	24	24	0	
Shapleigh Memorial School	33	64	0	
Waterboro Elementary School	155	212	0	
District Totals	451	702	\$26.31	

RSU 57
COVID- 19 PEPG - Memorandum of Understanding - FINAL
SY 20-21

The RSU 57 PEPG (Teacher Evaluation) Committee recommends the following adjustments for SY 20-21 due to the impact of COVID-19 on the learning environment.

Goals:

The District will set shared goals for SY 20-21. Action steps will be individualized by each educator.

Goal 1 : Professional Goal

I will engage in professional learning about effective management and delivery of synchronous remote learning instruction.

Actions Steps: Teacher designed based on need and readiness.

Goal 2: Student Growth Goal (Professional Goal #2):

I will define reasonable projected growth for my learners recovering from interrupted learning due to C-19 and use my findings to determine next steps in instruction.

Action Step Outline:

1. November 2020 - Establish a baseline (identify and analyze multiple data points).
 - a. Determine average and stretch growth points for my learners.
2. Ongoing - Design lessons and units that incorporate instructional strategies (InTasc #8).
3. Analyze outcomes for my learners incrementally by way of formative assessment. Check and adjust as needed.
4. By May 1, 2021 (probationary staff) /By June 1, 2021 (CC staff) - Craft reflection about student growth, teacher growth, effective instructional strategies for learners, what went well, what challenges were encountered, and what adjustments are needed for my learners in SY 21-22.

Observations:

Informal (PPP) observations will take place during SY 20-21 for all teaching staff. Formal observations will take place during SY 20-21 for all Probationary staff, those staff members on an Action Plan and/or by request (from administrator or educator).

Probationary staff will receive two formal observations during SY 20-21.

Summative Ratings:

All scheduled summative ratings for SY 20-21 will occur for probationary staff and staff members on Action Plans. The summative evaluation cycle for Continuing Contract staff will pause for SY20-21 and resume at the start of SY 21-22.

Timeline: Current timelines will remain as is, with the exception of the due date for goals and action steps, and the goals review meeting with administration. Teachers should submit goals and action steps in Frontline no later than November 10th. Goals review meetings with administration will occur by December 1st.

M.O.U. (Memo of Understanding) Timeline

Terms of this MOU will expire on June 30, 2021.