

*A Caring School Community Dedicated To Excellence*  
**REGIONAL SCHOOL UNIT #38 BOARD OF DIRECTORS**  
**Maranacook Community Middle School & Zoom**  
**January 6, 2021, 6:30 p.m.**  
**AGENDA**

1. Call to order:
2. Student Representative Reports: (10 min.)
3. Citizens' Comments: (5 min.)
4. Additions/Adjustments to the Agenda by Board and/or Superintendent: (5 min.)
5. a. Reports: (20 min.)
  - Staff Association
  - Principals\*
  - Adult & Community Education Dir.\*
  - Finance Manager\*
  - Health Center Director\*
  - Special Education Director\*
  - Curriculum, Assessment & Instruction Director
  - Superintendent of Schools\*
- b. Committees (10 min.)
  - Facilities/Transportation\* - 1/14/21, 6:00 p.m. via zoom (R.Lambert)
  - Policy\* - 01/19/21, 6:00 p.m. via zoom (P.Gordon)
  - Policy First Readings\*: EEA, Student Transportation Services; KCD, Gifts/Donations to the Schools; KJA, Use of School Name and Logo
- c. Ad Hoc Committee: Awesome Bear Society (ABS) 01/13/21 via zoom (B.Morrell)
6. Action Items: (60 min.)
  - a. Approval of Minutes of December 2, 2020 Meeting\*
  - b. Approval of Minutes of December 16, 2020 Meeting\*
  - c. Acceptance of Donations\*
  - d. Acceptance of Nomination of First Probationary Contract Teacher – WES, Morgan Wellman\*
  - e. Policy Second Readings: ADC, Tobacco-Free Schools: Use and Possession of Tobacco and Electronic Smoking Devices; JLCB, Immunization of Students; JLCC, Communicable/Infectious Diseases
  - f. Annual Approval of RSU 38 Comprehensive Emergency Management Plan\*
  - g. Review of results of survey regarding In-School Learning
  - h. FY22 Budget Goal Setting\*
7. Information/Discussion: (20 min.)
  - a. Upcoming Committee/Ad Hoc Meetings:
    - i. Curriculum – 02/24/21, 4:00 p.m. via zoom
    - ii. Health Advisory – 01/13/21, 6:00 p.m. via zoom
8. Executive Session to consider labor contract discussions between the RSU #38 Board of Directors and the Maranacook Area Schools Staff Association pursuant to 1 M.R.S.A. § 405(6)(D)
9. Action Following Executive Session (if any)
10. Executive Session to consider the evaluation of Superintendent Charette pursuant to 1 M.R.S.A. §405 (6)(D)
11. Action Following Executive Session (if any)
12. Adjournment:

\* Attachments

Join Zoom Meeting  
<https://us02web.zoom.us/j/82098203011>

Meeting ID: 820 9820 3011  
 One tap mobile  
 +16465588656,,82098203011# US (New York)

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.

Elementary Principals' Report  
 January 6, 2021  
 Janet Delmar (WES & MTV)  
 Abbie Hartford (MES)  
 Jeff Boston (RES)

5a.

	Pre-K	K	1	2	3	4	5	Total
MES	7/8	15	13/12	19	14/14	16/15	16	149
RES	7/7	9/10	15/15	15/15	17/19	11/11	14/15	180
MTV	7	10	12	6	11	16	16	78
WES	3@RES	13	11	7	9	10	8	58

### Upcoming Assessments

**NWEA (Northwest Education Assessment):** The NWEA is an online assessment, which measures student growth in mathematics, language arts, and grammar usage. As students complete the assessment, it is automatically scored for the teacher. It provides the teacher with individual and class progress (data). The assessment window is from January 19th through February 12th, and parents will be provided a copy of their child's results.

**DRA:** The Developmental Reading Assessment (DRA) is an individually administered assessment of a child's reading capabilities. It is a tool to be used by instructors to identify a student's reading level, accuracy, fluency, and comprehension. Once levels are identified, our teachers can use this information for instructional planning purposes. The testing windows designated for the 2020-2021 school year in our district for each grade level will be during January and May.

### RES K-2 Holidays Around The World Celebration

On December 21st, K-2 students and teachers participated in Holidays Around The World. Students were heterogeneously grouped and rotated to a classroom (30 minutes) each day. Each classroom represented a country (Ireland, Germany, Columbia, Mexico, and Italy), and the students learned how people celebrated and made a craft signifying it's country's holiday.

### **Second Steps Theme for the Month Of December**

In December, our schoolwide theme is emotion management. In our morning announcements we've been prompting students to notice their own feelings by paying attention to clues in their bodies, and reminding them to use their *Second Step* skills to calm down:

- Stop—Use your signal
- Name your feeling
- Calm down: Breathe, count, use positive self-talk

These skills help students calm down strong emotions when faced with learning and social challenges, which helps them succeed academically and get along well with others.

*Second Step* lessons specifically teach about calming down strong emotions such as anger, disappointment, frustration, and anxiety. Parents may have received Home Links that describe why managing strong emotions is important and include fun activities to do with your child to help him or her identify strong feelings and calm down. We hope the Home Links will give parents the same tools to use together when your child is upset.

### **Holiday Fun at MtVES**

Students in all grade levels PreK-5 enjoyed fun winter and holiday activities in their classrooms on December 21st & 22nd. Although they had to change some of their traditional special events such as our sing-along in the gym, the staff did an amazing job planning joyful activities to celebrate the season. Happy Holidays!

### **Holiday Happenings at WES**

Wayne Elementary School celebrated the season with our annual Holiday Happenings on Thursday, December 17th. Things looked a little different this year but they were just as much fun! Students stayed in their classrooms and teacher teams rotated through to see every grade. This year's activities included a snowman ornament, bell ornament, reindeer puppet, Christmas tree ornament, paper gnomes, and an outside activity. Each student had their own supplies to complete each activity. We look forward to this day every year and are so glad that we have been able to make it happen this year!

### **Finding the Balance at MES**

Intentional instruction and learning continue to be the focus at MES with a blend of in person instruction on in person days and curriculum directed practice on at home learning Wednesdays. **But** we have to make school engaging and keep spirits bright. The holidays bring the chance to be creative by celebrating learning with a holiday flavor. MES held a few focused theme days/activities that continued the learning and brought laughs and good times to all.

- MES Turkey Trot in November: Exercise for students and staff and a fundraiser for local food pantries: More than \$300 was generated as well as 8 boxes of canned goods. (turkey attire was encouraged)
- Elf on the Shelf at MES: encouraged reading by “Suggesting great holiday stories” and a reading challenge for students. The winning classes earned more books for their classroom.
- Bling Day on Dec. 22nd: everyone encouraged to wear ALL their holiday attire: from ugly sweaters to elf slippers.
- Gingerbread stories and projects ran and ran throughout MES for weeks!

Maranacook Community Middle School  
Regional School Unit 38  
2100 Millard Harrison Drive  
Readfield, ME 04355



Kristen Levesque, Principal  
Phyllis Cote, Office Coordinator  
Office Phone: 207-685-3128 x1114  
Office Fax: 207-685-9876  
[www.maranacook.org/mcms](http://www.maranacook.org/mcms)

**“A Caring School Community Dedicated to Excellence”**

5a.

January 6, 2021

Dear RSU 38 Board Members,

I hope everyone has had a great holiday season. We have had a very busy December, with festive theme days and activities for all throughout the month, as well as our first annual Kindness Campaign, which occurred the whole month. In addition, we sent home our Quarter 2 progress reports and our winter sports have started up!

### **Academics**

We are getting close to wrapping up Quarter 2. In core classes, students have been learning about colonization, civil rights, the Five Themes of Geography, culture and social structure. Students continue to move along in their math units and the RTI team continues to review their data and make changes to better support students. We are now preparing to take the winter NWEA in the upcoming weeks and will be evaluating this data, look for trends and use the information to inform our instruction.

### **School Spirit**

Throughout this school year, MCMS has had a focus on building collaboration and school spirit across the building, especially how the year has looked so different for us. Some of this has come through the creation and expansion of our school clubs, which have been a great success.

### **Clubs**

We have approximately 160 students involved in a variety of school clubs. These all currently meet virtually on Wednesdays, allowing for our at-home learners and students from across cohorts to participate in meaningful activities together.

### **Challenges**

There are many different challenges that students are able to participate in. We held our annual yearbook cover contest in November. Before Thanksgiving, all students in Phys Ed participated in a fitness- turkey drawing contest. After Thanksgiving, we had an MCMS winter wonderland drawing contest that was optional for all those in the social studies class (approximately 180 students). Additionally, we had our annual Ugly Sweater Contest on 12/21/20, and completed a door decorating contest throughout the month of December- you can see one of the decorated doors below!





## **Maranacook Area Food Pantry 2020**

### **Normal function: January - Early March 2020**

The Maranacook Area Food Pantry is run by a group of volunteers under the oversight of the head of the school nurses. In compliance with FERPA, the nurses direct families to our resources and coordinate backpacks that are to be sent home. In addition, any staff member has the ability to bring a student to the pantry, or request a backpack for a student. There is also a smaller pantry in the high school, where the older students can access more easily prepared foods. Backpacks are also sent to elementary schools as requested by school nurses.

The MS pantry is traditionally open to families during school hours, as requested through the Wellness staff. In addition, we have also provided access one afternoon, after school, per week to the general public.

### **March: Pandemic Model: What should it look like?**

Once our schools were closed, Dwayne Conway and Rebecca Reynolds put their heads together to create a new curbside model for the pantry, which was urgently needed. For this model, the food was moved from the pantry to the foyer of the high school. The plan was that once a week, boxes would be prepared and distributed. Due to the pandemic, access to the pantry needed to be limited to a very small core of people. The school nurses contacted all the families, and continued to do so throughout the spring and in the beginning of the summer to constantly assess the need and reach out to families to remind them of the resource. Informational announcements and flyers were posted on our website and in social media beginning on March 29th. Donations from the public were left in the HS foyer.

### **April 3 - June 12**

Weekly, we had district staff who did all of the shopping, box prep, deliveries & distribution. In addition, Mary Ann Libby, who has been a part of the food pantry committee for years, continued to write thank yous and acknowledgements to all known donors. We had an average of 25 families who participated in this curbside service for the remainder of the school year. As federal and state emergency funds became available, we did see this number drop a bit.

As distribution began, it quickly became evident that we needed to do more for our families and to be able to sustain our efforts. We made an appeal to the Maranacook communities to ask for funds to allow for this. The response was overwhelming. Thanks to the generosity of many wonderful folks, we started to provide our families with fresh fruit and veggies from Farmer Kev's Organics.

In addition, during this time, the HS Student Senate provided hot meals from local restaurants one week and another, sent home gift cards to local restaurants.

Communication between all of the local pantries was very important. Winthrop sent over leftover bakery products after their Thursday pantry. We, in turn, sent leftover veggies to Mt. Vernon for their Saturday hours.

### **June 19 - August 20**

To facilitate summer maintenance work, the pantry box preparation area was moved to the HS Student Center. Food remained in the foyer. A team of volunteers and staff took over the running of the pantry. Curbside access was moved to the patio outside the Student Center.

The Wayne "Aging At Home" program contacted us for assistance during the summer months. We provided them with six boxes each week.

Curbside pick up numbers dwindled throughout the summer. This pattern was seen at all of the local pantries.

**Fall 2020: August 27 - December 31st**

Because of students returning to school, the food and supplies were returned to the MS pantry. Curbside service was changed from Fridays to Thursdays from 3 - 4pm. Food boxes were brought out to folks from the MS cafeteria. Our volunteer team continued to run all aspects of the pantry, including picking up the Farmer Kev veggies. We have continued to support the Aging at Home program and Sandy Clark has been coordinating bread donations.

As the school year has progressed and winter has approached we have seen an increase in pantry use. We regularly have 16 families who access the pantry.

For Thanksgiving we provided 23 families with holiday meal baskets.

For Christmas, we are providing 24 families with holiday meal baskets.

**Acknowledgements:**

The following folks have done an amazing job of helping to support our families in need through their work with our pantry.

Dwayne Conway and Becca Reynolds for getting the pantry quickly on track as the pandemic began and for overseeing food distribution from April through June.

Anya Davidson, who has acted as liaison to our families, delivered boxes and overseen the Thanksgiving and Holiday box distribution programs.

Greg & Nancy Durgin, who have done ALL of the shopping since April and have also been a part of the box prep & delivery teams. Greg has also coordinated the ordering of the Farmer Kev produce.

Sandy Hunter, who has been doing deliveries and donations since April.

Mary Ann Libby who has continued the task of acknowledging all of the donations, with the help of Lynn Sawtelle.

Kim Fletcher, who did box prep & distribution all summer and fall, and coordinated pick ups and deliveries of all Thanksgiving and Holiday boxes.

Adam Scarpone, who has done box prep and distribution throughout the school year and has run the milk collection program.

Lee Behrendt, Katie Baker, & Kim Bowie, who have prepped and overseen distribution of boxes.

Jill Harriman, who has picked up our Farmer Kev order, in West Gardiner each week.

Rick Wilson at the Maranacook Education Foundation, who has continued to keep the pantry's needs as a focus of the foundation.

Kristen Levesque, Shaun Drinkwater & Mary Bridges for facilities support with the pantry.

Respectfully Submitted,

Mary Ellen Tracy  
Coordinator, Maranacook Area Food Pantry

## MARANACOOK COMMUNITY HIGH SCHOOL

RSU#38

2250 Millard Harrison Drive

Readfield, Maine 04355

Office (207)685-4923

Fax (207)685-9597

5a.



Dr. Dwayne Conway, Principal

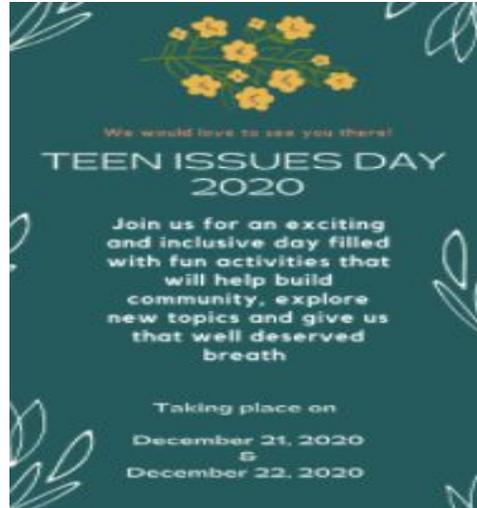
Tina Brackley, Assistant Principal

Kelly Thompson, Office Coordinator

Sara Chisholm, Guidance

Dear RSU #38 Board Members,

**Teen Issues:** On Monday, December 21st and Tuesday, December 22nd we held our Teen Issues Days. The theme for the event was "Together Apart." Many of the sessions focused on mental and physical health as well as how to support each other with staff and students running sessions. The days were organized by Mrs. Bickford, our MAP teacher and her Teen Issues class. The days were a success and it was awesome to go into break with a schoolwide celebration.



**High School PTO:** Over the course of the past month we formed a high school PTO. We have always received a great amount of support from our Awesome Bear Society, but have never had a Parent Teacher Organization focused on supporting events here at school. A huge thank you to Kim Bowie, Wendy Brotherlin, Lisa Montagna and Ben Seachrist for their willingness to be involved as well as their time and effort.

**Portrait of a Graduate:** The Portrait of a Graduate survey has been sent out to staff in the district and in the next few weeks over 50 local businesses and community members will have had the opportunity to provide input into the process.

**CATC Student of the Month:** Senior Mietek Gawron, was selected as CATC Professional of the Month. He is enrolled in the Automotive Technology program for the second year. He decided to continue with the program because he liked how it allowed him to have a hands on learning experience by actually doing work in real life situations. When he is not in school, Mietek can be found working on one of his four vehicles that he owns. His CATC instructor, Mr. Keith Hart says, "Mietek has a great attitude, is professional and has very good attention to detail. Mietek is currently employed by Quirk Ford as an Auto Technician and plans to continue working there when he graduates.



**Interact Hope Garden:** Just before Thanksgiving, members of the Maranacook Interact Club planted a Hope Garden- a promise for brighter and warmer days. This Hope Garden is part of The Yellow Tulip Project, an organization dedicated to building awareness and smashing the stigma around mental illness. This year felt like a particularly important year to start this tradition. There is no doubt the pandemic has affected many members of our community's mental health. As we wait for these beautiful tulips to bloom, we hope you all remember that you are not alone. We are a caring community and help is out there.

**Maine Soccer Coaches Association Recognizes Players:** Addie Watson '23 and Tim Worster '21 were selected as State All-Stars for Class C South Region and Addie was also recognized as a State All-Star for all classes. Congratulations!



**Suicide Prevention:** On Monday December 21st we had a 30 minute Interview with the State Partnerships for Health about our suicide prevention protocol. The state is gathering data to help inform schools on having the best possible practices to support students. It was a productive conversation and a great time to have it following up on our district wide suicide prevention training. Your insight will help deepen the understanding of students' health and well-being as it relates to suicide prevention in Maine. These findings may help the Maine CDC inform future programs within schools.

Enrollment: 355 9<sup>th</sup> Grade: 89, 10<sup>th</sup> Grade: 84, 11<sup>th</sup> Grade: 99, 12<sup>th</sup> Grade: 83

Sincerely,  
Dwayne Conway, Ed.D  
Principal

# Maranacook Adult and Community Education

## January 2021 - Board Report

5a.

*Whether your dream is to get a high school diploma, go to college, get your license in commercial truck driving or take an enrichment class, we take great pride at Maranacook Adult and Community Education in supporting our local community members by helping expand their career choices and improve their quality of life!*

### **BrightSpace**

The Kennebec County AE Directors met last week with BrightSpace to finalize our instruction in the Learning Management System (LMS). Over the past two months, the directors and I have been attending administrative and teacher training and now have the tools to begin implementation. Similar to Schoology, Blackboard and Moodle. BrightSpace has recently been adopted by Maine's University and Community Colleges as their new online course delivery system. Since BrightSpace will be used to deliver online courses at Maine's state colleges and universities, it makes sense that adult education also adopt the system to assist our students in making the transition to higher education. Students who enroll in our instructional programs, for high school diploma and college transitions, will learn to use BrightSpace and continue to use BrightSpace when/if they enroll in higher education. Not having to learn an additional online course delivery system, should help facilitate our adult education students transition into Maine's higher education programs.

BrightSpace requires a per pupil subscription service, that is extremely expensive for a small adult education program like Maranacook to afford on its own and our student numbers would likely not justify purchasing the software. Fortunately, Maranacook AE is part of a consortium of adult education programs that will work together to share the software costs and implementation expenses, thereby making the program feasible.

It is my expectation that in the future, adult students will be able to take our HiSET classes, College Transitions Programs, enrichment activities and CDL class all on this new LMS.

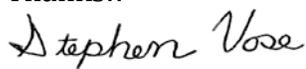
### **Directors meeting with the Maine Department of Education**

The Kennebec County AE Directors, meet the second Thursday of every month to discuss the latest state and federal updates, to plan jointly attended professional development activities, review county adult level educational data and apply for grants. Our next meeting on January 14th will be held with representatives of the Maine Department of Education. During the meeting, we are expecting to receive updates on the status of our AEFLA and MCCA grants, new coronavirus rules around remote HiSET and CASAS testing and the latest on the coronavirus impact on adult education.

### **Winter/Spring and Summer Programing: Sports Camps, Enrichment**

We continue to expand our number of online enrichment programs. To attract new talent and assist our instructors in creating high quality programs, we are providing interested/potential instructors with online training in Zoom and other online learning technologies, technology (light rings, microphones, tablets, etc.). Our mission is to help our instructors create high quality instructional/enrichment programs that people want to take. To encourage our communities to try an online class, we have throughout the fall offered several online classes free of charge. This is an effort to allow people to take/try an online class without the risk of paying for something they might not enjoy. We feel that by taking a class for free, it will encourage those hesitant to try online learning the confidence to embrace this new way of learning.

Thanks!!



Director, Maranacook Adult and Community Education

*A Caring School Community Dedicated To Excellence*

12/23/2020

**WARRANT ARTICLE RECONCILIATION  
REGIONAL SCHOOL UNIT NO. 38  
2020-2021  
December 23, 2020**

5a.

<u>DESCRIPTION</u>	<u>APPROVED</u>	<u>TRANSFER</u>	<u>REVISED</u>	<u>EXPENDED</u>	<u>ENCUMBERED</u>	<u>REMAINING</u>	<u>% REMAIN</u>
Regular Instruction	7,812,593.00		7,812,593.00	3,608,702.74	23,825.96	4,180,064.30	53.50%
Special Education	2,666,998.00		2,666,998.00	1,134,601.92	0.00	1,532,396.08	57.46%
Career & Technical Educ.	0.00		0.00	0.00	0.00	0.00	#DIV/0!
Other Instruction	473,961.00		473,961.00	117,588.33	911.61	355,461.06	75.00%
Student & Staff Support	1,858,100.00		1,858,100.00	852,386.87	19,556.55	986,156.58	53.07%
System Administration	678,548.00		678,548.00	350,237.77	1,013.73	327,296.50	48.23%
School Administration	1,146,077.00		1,146,077.00	557,814.51	2,420.41	585,842.08	51.12%
Transportation	1,089,759.00		1,089,759.00	425,546.47	96,635.79	567,576.74	52.08%
Facilities/Maintenance	2,530,881.00		2,530,881.00	1,317,971.95	247,399.42	965,509.63	38.15%
Debt Service	541,743.00		541,743.00	536,424.31	0.00	5,318.69	0.98%
All Other Expenses	114,159.00		114,159.00	110,712.05	0.00	3,446.95	3.02%
<b>TOTAL BUDGET</b>	<b>18,912,819.00</b>	<b>0.00</b>	<b>18,912,819.00</b>	<b>9,011,986.92</b>	<b>391,763.47</b>	<b>9,509,068.61</b>	<b>50.28%</b>

As of today's date we are optimistic that the overall budget for Regional School Unit No. 38 remains sound as budgeted for fiscal year 2020-2021

Please do not hesitate to contact me with any questions, comments or suggestions through e-mail at [brigitte\\_williams@maranacook.com](mailto:brigitte_williams@maranacook.com) or telephone at 685-3336.

Maranacook School Based Health Center  
Quarterly Narrative  
Due Nov. 15, 2020

5a.

The Maranacook School Based Health Center is currently working on enrollment for the 2020-2021 school year. To date, the high school has 50% of the student body enrolled in expanded services. The middle school is currently at 41%.

At the beginning of the school year, Maine General was unable to provide us with a medical provider to staff our Health Center. Due to the quick response on the part of our medical director and the persistence of our director and advisory board, we were able to secure Dr. Sewall, a pediatrician in our community with deep roots here in primary care. Dr. Sewall has been available Monday and Friday mornings to see students. We also have had access to Maine Family Planning's tele-health option to help students with their reproductive health needs.

Our high school is operating on a hybrid model where cohorts attend on Monday/Thursday and Tuesday/Friday with full remote on Wednesday. This has significantly impacted our ability to work with students and has brought our numbers to an all time low. Our narrative to students and parents in our small community has been to try and keep sick students at home. We have an electronic screener (RUVNA) that everyone needs to complete before coming to school. If they fail it, a nurse calls home to check in and give options for moving forward; all based on CDC/DOE recommendations.

Our KBH providers began the year seeing students remotely and in person, based on what was best for the clinician and the student. One of our two providers is currently out on maternity leave so all students are being seen by one provider for the time being. Our Behavioral Health provider has been completing RAAPS and to date has done 17 RAAPS.

We have a new administrative assistant who has entered all of our student with expanded services into the Maine General Database. Maine General has provided training to her, and to our director so our reports will show all of our registered users.

Covid-19 has joined forces with the powers that be to make our medical visits reduce to a trickle. I am hopeful that with a vaccine will come renewed interest in school based health and our Health Center will return to its usual hustle and bustle of activity centered around keeping this community as healthy as it can be.

It has been an honor to take part in this work. I am resigning as Health Center director and my last day will be December 4<sup>th</sup> 2020.



# MARANACOOK AREA SCHOOLS

*A Caring School Community Dedicated to Excellence*

5a.

James Charette  
Superintendent of Schools

Nancy Harriman, Ph.D.  
Director of Curriculum, Instruction & Assessment

Tel. 207-685-3336

Ryan Meserve  
Special Education Director

Brigette Williams  
Finance Manager

Fax. 207-685-4703

## **January Board Report**

Dear RSU #38 School Board:

The general Maine state assessments are given to about 98% of students in our district, and also throughout the state. This is for the area of English Language Arts, Math and Science in grades 5, 8 and 11. In cases where students are not able to meaningfully participate in the general state assessment, there is an alternative assessment option, though restrictions apply to who may be eligible for the Maine State Alternate Assessment (MSAA).

For those students, their individualized education program (IEP) teams must first review the criteria for such an alternative assessment option and then must make annual determinations as to whether it is appropriate for them to take part in the Maine State Alternative Assessment (MSAA). Student participation in these alternative assessments is **not** based on:

1. A disability category or label
2. Poor attendance or extended absences
3. Native language/social/cultural or economic difference
4. Expected poor performance on the general education assessment
5. Academic and other services student receives
6. Educational environment or instructional setting

However, participation is based on students meeting **all** of the below three criteria:

1. The student has a significant cognitive disability.
2. The student is learning content standards linked to the Maine Learning Results.
3. The student requires extensive direct individualized instruction and substantial supports to achieve measurable gains.

The Maine Department of Education's (DOE) goal is to have no more than 1% of the students statewide participate in this assessment. If districts are above the 1% participation mark then they would be asked to provide justification for such a participation rate, as well as submit an action plan for how to address the rate. I thought it would be important to share these details of the Maine assessment process given that DOE will be making these determinations soon and providing feedback to districts. There are many moving parts right now with regards to the State assessment system, but it does appear this alternate assessment process will still hold true for the students with IEPs.

I wanted to also note that, in most cases, the teachers who administer these alternative assessments are also administering multiple general Maine assessments to other students they case manage and instruct. I wanted to extend my gratitude to those staff who help support these students and their individualized assessment needs.

Sincerely,

Ryan Meserve  
Special Education Director



# MARANACOOK AREA SCHOOLS

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Tel. 207-685-3336

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Fax. 207-685-4703

## Superintendent of Schools Report – January 2021

5a.

As December closes out it is important to make note of our largely successful efforts to keep our schools open. Up to the date of this writing the Wayne Elementary School has been in session as scheduled the entire school year. Manchester has had to work remotely for 2 days. Readfield Elementary school and Mount Vernon have had only 1 day remote each. The middle school and High School have been remote a total of 7 days each. This is due to the work that has been done by all of our staff! Their diligence in following the safety, cleaning, and distancing protocols is the primary reason we have been successful at keeping our schools open to in person learning.

Again, as of the writing of this report, we have had 7 positive student cases and 1 probable positive case for a total of 8 student cases. To illustrate the way things can turn suddenly this most recent student case at Readfield Elementary impacted 8 students in the classroom, 23 elementary bus students, 7 Middle school bus riders, 2 high school bus riders, 3 Elementary staff and 2 additional district staff. One case impacted 45 students and staff directly and the remaining staff and students in that school spent their last day before the holiday break in remote learning.

Beginning in November I started meeting with the nursing team and human resources every Friday for weekly reports on positive cases, quarantine cases, and outstanding test cases. We have been fairly consistent with quarantine rates ranging from 4 to 10 among students and 2 to 5 among staff. Thankfully the awaiting test result category has been fairly consistent with similar numbers.

Our county color designation has stayed consistently green with a few instances of being placed on a watch list. You can find all the county color designation information at: <https://www.maine.gov/doe/framework/part-I/#CRL> Click on the button on the right side of the page entitled *Color Coded County Risk Levels*.



I have included a graph that can be found online that shows the case trends in Maine.

The news has steadily talked about the increase in cases particularly as the holiday season has approached and the colder weather has moved many people indoors. Maine's overall trend has shown an upward trajectory and this is expected to continue after the holiday break.

All of this information will need to be a consideration as we discuss and plan for more in person instruction to be afforded in RSU 38. The surveys showed a divided picture and will be discussed in greater detail at the board meeting so in the end our decision needs to be reflective of the overall picture and the impact the decision will have on students, staff, and communities.

Finally here are the truancy numbers updated for the month of December.

	Elementary	Middle	High
September - October	0	2	8
November	0	1	7
December	2	1	13
January			
February			
March			
April			
May			
Totals	2**	4**	28**

\*\*Please note the 2 at Elementary Schools are at home supported learners, at the Middle School 3 out of 4 are fully remote students and at the High School 20 out of 28 are cohort C fully remote students. This is concerning especially among students who are 17 and 18 years of age. The truancy process is in full swing but results tend to be minimally successful for remote learners.

RSU #38 Facilities/Transportation Committee

5b.

December 10, 2020 Minutes

Present: Betty Morrell, Gary Carr, Rebecca Lambert, Alex Wright, Superintendent Jay Charette, Finance Manager Brigette Williams , Facilities/Transportation Director Shaun Drinkwater

- 1) Superintendent Charette summarized the current state of affairs concerning the Transportation Department
  - a) Update to personnel - prospective hires, timeline of return of drivers that are out, and the continued use of First Student Contract through the month of January if the driver continues to be available.
  - b) Review of consolidated runs
  - c) Review of FY20 transportation budget
  - d) Superintendent Charette shared an email from parent supporting the drivers and offering to support their work. Board of Director Kim Bowie is working with the parent(s) to plan thank you/recognition for drivers before the holiday.
- 2) Superintendent Charette asked for a volunteer to report out on the work of this committee at monthly business meetings. Director Rebecca Lambert agreed to handle the reporting.
- 3) Next meeting scheduled for January 12, 2021 at 6:00 via Zoom. **(Note: This meeting has been changed to Thursday, January 14 due to a scheduling conflict.)**
- 4) Adjourned at 6:25 pm

RSU #38 Policy Committee Meeting  
 ZOOM  
 December 15, 2020, 6:00 p.m.  
Minutes of Meeting

5b.

Members Present: Gary Carr, Patty Gordon, Cathy Jacobs, Alexander Wright, Jay Charette  
 Member Absent: Dane Wing  
 Guests: Dwayne Conway, Brant Remington

1. Policy Review – JJE, Student Fundraising Activities

The committee continued discussion on the fundraising policy and fundraising procedures/activities with Principal Dwayne Conway and Student Services Director Brant Remington. An invitation will be sent out to the PTOs for each school as well as ABS representative, Finance Manager Brigitte Williams and Principal Kristen Levesque, to request their attendance at the January 19<sup>th</sup> Policy Committee meeting to have a discussion around fundraising activities within the district. Following discussion the Committee will determine if revisions are needed to the policy.

2. Policy Review – First Reading Policies:

- a. ADC, Use and Possession of Tobacco and Simulated Smoking Devices on School District Premises Prohibited
- b. JLCB, Immunization of Students
- c. JLCC, Communicable/Infectious Diseases

No comments/questions were brought to the committee. One typographical error will be made in Policy ADC. The Committee recommends Policies ADC, JLCB, and JLCC for Second Reading as presented.

3. Re-Review – Policy EEA, Student Transportation

As requested by the Board of Directors, the committee took another look at Policy EEA to see if revisions should be made to address the concerns of reserving seats on the buses during times when there are seating limitations. The following recommendation is made by the Committee, “There is no expectation for reserved seating on any buses.” The Committee recommends Policy EEA for first reading as revised.

4. Policy Review

- a. KCD, Gifts/Donations to the Schools – The Committee reviewed the current policy along with the MSMA sample policy. One revision was suggested, changing the last sentence in the second paragraph to read, “The Superintendent will notify, in writing, prospective donors if their gift cannot be accepted.” The Committee recommends Policy KCD for first reading as revised.
- b. KE, Public Concerns – The Committee reviewed the current policy along with the MSMA sample policy. One minor revision was recommended. Cross reference to policy BEDB will be added. Policy KE will be marked as reviewed on 12/15/20.
- c. KJA, Use of School Name and Logo – The Committee reviewed the current policy. There is no MSMA sample policy. Recommendation was made by MSMA to include the use of the

- schools' mascots to the policy. The last sentence was revised to read, "Use of the official district/school logo/mascot by businesses or organizations is prohibited without the prior written approval of the school board." The Committee recommends Policy KJA for first reading as revised.
- d. GBEC, Drug Free Work Place – The Committee reviewed the current policy and the MSMA sample policy. Both policies are the same with the exception of updated legal references. Legal references will be updated and the Policy will be marked as reviewed on 12/15/20.
  - e. GBN, Family and Medical Leave – The Committee reviewed the current policy and the MSMA sample policy. Both policies are the same. The Policy will be marked as reviewed on 12/15/20.
  - f. GCSA, Employee Computer and Internet Use – The Committee reviewed the current policy and the MSMA sample policy. No changes were recommended. The Policy will be marked as reviewed on 12/15/20.
  - g. IJNDB, Student Computer, Internet Use, and Cyber Safety – The Committee reviewed the current policy and the MSMA sample policy. No changes were recommended except for updating the Legal references. The Policy will be marked as reviewed on 12/15/20.

Next Meetings, 6:00 p.m.

January 19

February 23

March 16

April 27

May 18

## DRAFT REVISED POLICY – FIRST READING

Policy: EEA

**REGIONAL SCHOOL UNIT #38  
STUDENT TRANSPORTATION SERVICES**

The Board will provide transportation for all students living beyond a reasonable distance from their school or from a scheduled bus stop as the Board has determined. This distance is defined as Grades Pre-K – 5, one-quarter mile; Grades 6-12, one-half mile.

Distance shall be measured by the shortest public road from the residence to the bus stop or school door. In cases questioned, distance will be measured and established by the Superintendent.

Exceptions to the above distance shall be made for the following reasons only:

A. Health

Exceptions to established walking distances may be made for students with disabilities as required by their IEP or Individual Health Plan (504 Plan). Exceptions may also be made to accommodate a student's need for transportation with written documentation from the student's physician.

B. Pre-K to Grade 2 Students

Kindergarten bus service will include pick-up and delivery to the home, providing a suitable bus turn is available.

In addition, a designated adult must be in view to pick up or drop off a Pre-K, Grade 1, and Grade 2 child. Pre-K through Grade 2 children without a designated adult for drop off will be returned to their school until a designated adult arrives.

C. Hazardous Walking Conditions

Hazardous walking conditions shall be defined as those which would place a child of a given age in a situation of greater than normal or average danger.

Authorized bus stops will be located so as to load and unload students with the most safety allowed by road conditions. The distance between stops may vary according to safety factors. If possible, students will be loaded and unloaded so that it is not necessary for them to cross a main highway to reach their homes.

Requests for bus stops, inconsistent with this policy must be made in writing and submitted to the Superintendent. There is no expectation for reserved seating on any buses.

Legal Reference: 20-A MRSA § 5401

Cross Reference: EEA-R – Student Transportation Appeal Procedure

EEAEFA – Video Surveillance on School Property and School Buses Policy  
RSU #38 School Bus Conduct

Revised: June 3, 1999

Revised: May 28, 2003

Adopted by RSU #38 Board of Directors: April 27, 2009

Revised: April 6, 2016

Revised: \_\_\_\_\_

**REGIONAL SCHOOL UNIT #38**  
**GIFTS/DONATIONS TO THE SCHOOLS**

The School Board may accept, on behalf of the school unit, any bequest or gift of money or property for a purpose deemed suitable by the School Board in accordance with state law. Gifts shall be accepted in the name of the school unit and become the property of the school unit. Accepted items, which appear to have a monetary value of more than \$100.00, will be officially acknowledged at a School Board meeting.

Only items of legitimate use in the school program shall be accepted. The School Board is under no obligation to replace a gift if it is destroyed, lost, stolen or becomes worn out. Gifts will not be accepted if they involve an excessive cost for maintenance or installation. If installation is required, the gift shall be installed under the supervision of school unit personnel. The ~~Board~~ Superintendent will notify, in writing, prospective donors if their gift cannot be accepted.

The Superintendent shall implement any administrative procedures necessary to carry out this policy.

Legal Reference:      20-A MRSA § 1256 (MSAD)  
                              20-A MRSA § 4005 (ALL)  
                              20-A MRSA § 1705 (CSD)

Effective Date: 06/01/00  
Adopted by RSU #38 Board of Directors: April 27, 2009  
Revised: 03/02/16  
Revised: \_\_\_\_\_

**REGIONAL SCHOOL UNIT #38  
USE OF SCHOOL NAME AND LOGO**

The Regional School Unit #38 Board of Directors value the efforts of outside organizations and individuals that conduct activities to support education and school activities in the district. At the same time, it is important that students, parents and the public clearly understand which activities are conducted, sponsored or sanctioned by the school district and which activities are not.

Therefore, the use of the term(s) Regional School Unit No. 38, Regional School Unit #38, RSU #38, Maranacook Community School, Maranacook Area Schools, Maranacook Community School District, Maranacook Community Middle School, Maranacook Middle School, Maranacook Community High School, Maranacook High School, Manchester Elementary School, Mt. Vernon Elementary School, Mount Vernon Elementary School, Readfield Elementary School, and Wayne Elementary School is prohibited without the prior written approval of the school board.

Use of the official district/school logo/mascots by businesses or organizations is prohibited without the prior written approval of the school board.

Adopted: 04/09/96

Reviewed: 04/08/05

Adopted by RSU No. 38 Board of Directors: April 27, 2009

Revised: 06/01/16

Revised: \_\_\_\_\_

**REGIONAL SCHOOL UNIT #38 BOARD OF DIRECTORS**  
**Maranacook Community Middle School & Zoom**  
**December 2, 2020**  
**Minutes of Meeting**

6a.

Members Present: Chair Gary Carr, Vice Chair Wendy Brotherlin, Kim Bowie, Patty Gordon, Cathy Jacobs, Rebecca Lambert, Betty Morrell, Melissa Tobin, David Twitchell, Dane Wing, Alexander Wright

Member Absent: Shawn Roderick, (one vacant position)

Student Representatives: Cooper Tarbuck, Rosco Scott, Emma Roesner, Morgan Boynton, Claire Holman

Administrators: Superintendent James Charette, Technology Director Diane MacGregor, Principals Jeff Boston, Dwayne Conway, Janet Delmar, Abbie Hartford, and Kristen Levesque, Curriculum, Instruction & Assessment Director Nancy Harriman, Special Education Director Ryan Meserve, Adult & Community Education Director Steve Vose, Finance Manager Brigette Williams

1. Call to Order: Chair Carr called the meeting to order at 6:30 p.m.

Superintendent Charette stated, in accordance with An Act to Implement Provisions Necessary to the Health, Welfare and Safety of the Citizens of Maine in Response to the Covid-19 Public Health Emergency as enacted to read Sec. G-1 MRSA Subsection 403-A Public proceeding through remote access during declaration of state of emergency due to Covid-19 this business meeting is being held with a mix of in person and virtually, through zoom. The meeting is being recorded and will be posted on the maranacook.org YouTube channel.

This meeting has a public comment portion, Item 3. We respectfully ask that the virtual audience with the exception of the board members mute their microphones. There is a chat box feature in zoom but we will not be utilizing this feature for this meeting. If you have questions or comments we respectfully ask that you contact the central office or email the superintendent or any board member and an answer will be provided as soon as possible. We ask for the public's patience during these highly unusual circumstances. Attendance and all votes will be done through roll call.

2. Student Representative Reports:

Middle School student representatives Cooper Tarbuck, Rocco Scott, and Emma Roesner reported on team projects, school wide activities, clubs, and Kindness Week.

High School student representatives Morgan Boynton and Claire Holman reported on school wide activities, sports and co-curricular activities. Winter sports have started over Zoom and plan to start in person as soon as next Monday.

3. Citizens' Comments: None

4. Additions/Adjustments to the Agenda by Board and/or Superintendent:

Patty Gordon asked about the board retreat. The Board Retreat is being planned for Wednesday, December 16, 6:00 – 8:00 p.m. at the Middle School.

Superintendent Charette requested the addition of item 7b, Surplus Property.

5. a. Reports:

In addition to the written reports Principal Boston reported on the holiday ornament activity at the elementary level. Art Teacher Nicole Blake entered RSU 38 in the National Christmas Tree Ornament competition and RSU #38 was selected.

b. Committees:

Health Advisory – Mrs. Gordon spoke about Becca Reynold’s last day at the Maranacook Health Center being Friday and acknowledged the wonderful work she has done as the Health Center Director.

Policy – Superintendent Charette reported on the first Policy Committee meeting. The Committee reviewed a substantial list of policies. Three are being presented for first readings: ADC, Tobacco-Free School: Use and Possession of Tobacco and Electronic Smoking Devices; JLCB, Immunization of Students; and JLCC, Communicable/Infectious Diseases. He stated that any comments or questions on these three policies can be submitted to him or one of the Policy Committee members prior to the December 15<sup>th</sup> Policy meeting.

c. Ad Hoc Committee: Awesome Bear Society (ABS)

Betty Morrell reported on the most recent meeting. The group’s main concern right now is how to facilitate selling things without concessions. They plan to be going on line to sell some of the stock they already have. Mrs. Morrell added if you are looking for gifts for students look it up on the website as it is a great way to support the extra-curricular and sports programs at Maranacook.

## 6. Action Items:

a. Approval of Minutes of November 18, 2020

**MOTION** by Brotherlin, second by Wright to accept the minutes of November 18, 2020 as written. **Roll Call Vote – Motion Carried:** 10 in favor, 0 opposed, (Tobin not in room)

b. Acceptance of Donations

**MOTION** by Brotherlin, second by Wright to accept the donations as presented. **Roll Call Vote – Motion Carried:** 10 in favor, 0 opposed, (Tobin not in room)

c. Consideration of leave of absence, District Education Ed Tech III, Tricia Plourde

**MOTION** by Brotherlin, second by Wright to approve the request of Tricia Plourde for a leave of absence for the remainder of the 2020-2021 school year as recommended by the Superintendent. **Roll Call Vote – Motion Carried:** 10 in favor, 0 opposed, (Tobin not in room)

d. Consideration of winter sports offerings

**MOTION** by Brotherlin, second by Wright to approve the Winter Sports Plan as outlined by Mr. Remington at the November 18, 2020 School Board meeting.

Discussion ensued. Superintendent Charette noted that as Mr. Remington reported, the State will be monitoring the sports season weekly and we will implement the recommendations. This vote allows the District to proceed with the winter sports season as allowed. **Roll Call Vote – Motion Carried:** 10 in favor, 0 opposed, (Tobin not in room)

## 7. Information/Discussion:

a. Report on Extending Class Time for Students

Superintendent Charette reviewed the document on extending class time for students, outlining the factors to consider when making a decision about instructional time. The biggest challenges for the district are adhering to social distancing requirements and transportation. He reviewed the Covid cases by school. At this time there are no positive cases in school staff and students, crediting the diligence of staff or students following the protocols in place. He is keeping a dashboard of cases and meets weekly with the nurses and human resources manager. He recommended the Board review the factors at the first meeting of each month. Professional Development is planned through January 20<sup>th</sup>, and the second quarter ends that week. Step 1 is to bring back students on Wednesdays for in-school instruction, 8:30 – 1:00 beginning January 25<sup>th</sup>.

Discussion ensued around why Wednesday was selected versus adding time to the school days. Could the board decide no more remote? Superintendent Charette stated middle and high school remote learners are taught by their regular teachers. Elementary, K-5 have a teacher available to them one day a week (Mrs. Tucker), and there are ed techs supporting to help with the flow of information back and forth.

Discussion continued about the truancy rate at the high and middle schools.

Question - at end of first quarter how many students are failing any classes and are they remote? Superintendent Charette responded at the high school there are a total of 49 students with failures; 32 are in credit recovery right now. Dr. Conway added, of those students two-thirds are at-home learners and one-third are in-person. Principal Levesque added, for the middle school there are a total of 26 at-home learners, 5 of them failed 1 class; 4 failed more than 1 class; interventions are in place with 118 students in RTI services right now. A total 33 students failed at least one class.

Other discussion surrounded the transportation concerns. Superintendent Charette reported that they were successful in contracting for one bus driver from First Student. First Student will let him know if they can assist us through December. One driver who is currently on leave should be back by next week which would get the bus mechanic off the bus. Other transportation companies have been contacted and they do not have the capacity to assist us.

It was noted that with the recently adopted MOU for the teachers, teachers can currently work remotely 1 Wednesday a month as a "no contact Wednesday". This day would be set as a particular Wednesday each month (example, first Wednesday of the month).

Concerns were expressed regarding voting on a plan prior to knowing whether parents and staff are in favor of this, especially if it will not help the remote learners.

**MOTION** by Twitchell to request the Superintendent survey the full school community about a plan like he presented to obtain their feedback. Second by Morrell.

Further discussion ensued about who is included in "full school community". This will include parents, staff and students, K-12. **Roll Call Vote – Motion Carried:** 10 in favor, 0 opposed, (Tobin not in room)

**MOTION** Wright to approve the tentative plan as presented by the Superintendent. Second by Twitchell.

**MOTION** by Bowie to amend the motion to begin the plan on January 11, second by Wing.

Discussion ensued. It was noted that this is a suggested plan; and teachers understand that the board is not taking that Wednesday of professional learning from them.

Question - Will the board try to bring together an emergency meeting once the survey results are in?

Vote on amendment. **Roll Call Vote – Motion Carried:** 9 in favor, 2 opposed (Gordon, Morrell)

Vote on revised motion. **Roll Call Vote – Motion Carried:** 9 in favor, 2 opposed (Gordon, Morrell)

b. Surplus Property

Superintendent Charette reported that the Adult Education program had a truck donated to them a few years ago. The truck has not been used. The truck was put out to bid for sale and there were no bidders. According to Policy DN, Surplus Property Disposition, the Superintendent can declare district property as surplus property and dispose of the property as he sees fit as long as he notifies the Board. Since the bids closed we have received some interest, so he will put it out for bid once more so the truck can be sold and removed hopefully before snow. No vote is required.

8. Adjournment: The meeting was adjourned at 8:17.

Respectfully submitted,  
James Charette, Superintendent/Secretary  
D. Foster, Recorder

DRAFT

DRAFT

DRAFT

6b.

**REGIONAL SCHOOL UNIT #38 BOARD OF DIRECTORS**  
**BOARD RETREAT**  
**Maranacook Community Middle School**  
**December 16, 2020, 6:00 – 8:00 p.m.**  
**Minutes of Meeting**

Members Present: Chair Gary Carr, Vice Chair Wendy Brotherlin, Kim Bowie, Patty Gordon, Cathy Jacobs, Rebecca Lambert, Betty Morrell, Shawn Roderick, Melissa Tobin, David Twitchell, Dane Wing, Alexander Wright

Administrator: Superintendent James Charette

Call to order: Chair Carr called the meeting to order at 6:00 p.m.

The School Board took part in a Board Retreat, viewing and discussing the Advanced Board Training Video provided by the Maine School Management Association. They conducted a self-assessment and discussed the outcomes.

Adjournment: The meeting adjourned at 8:09 p.m.

Respectfully submitted,  
James Charette, Superintendent/Secretary

## Acceptance of Donations

6c.

January 6, 2021

<b>Donor</b>	<b>Amount</b>	<b>Department</b>
First Baptist Church, Mt. Vernon	\$150.00	Nurses' Fund, RES
Robert & Joan Mohlar	100.00	Maranacook Food Pantry/Holiday Giving
Laurence & Nancy Perkins	\$100.00	Maranacook Food Pantry
Al Parker	\$100.00	Maranacook Food Pantry
Joan Wiebe	\$100.00	Maranacook Food Pantry
Maranacook Education Foundation (MEF)	\$860.00	Maranacook Food Pantry
Martha & Harry Grimmnitz	\$250.00	Maranacook Food Pantry

6d.

Position	5th Grade Teacher -Wayne Elementary School	
Candidate	Morgan Wellman	
Educational Preparation	University of Maine- Farmington	12/2020
	BS Elementary Education	
	Minor- Psychology	
Related Experience	Student Teacher- 6th Grade- Mill Stream Elementary	Fall 2020
	Kids Count Child Care - Augusta, ME	2017-2020
References	Kathleen Houston, Grade 6 Teacher, Mill Stream Elem	
	Kathryn Will, Ed.D., Asst. Professor Literacy Ed, UMF	
	Kathleen Miles, Student Teaching Supervisor, UMF	
Certification	General Education K-8 (020) Professional	Eligible
Salary	\$38,542.37 Degree: BA (Prorated)	
Hire Date	1/6/2020	
Replacing	Ross Chiccoine - Resigned	

Policy: ADC

**REGIONAL SCHOOL UNIT #38****TOBACCO-FREE SCHOOLS: USE AND POSSESSION OF TOBACCO AND ELECTRONIC SMOKING DEVICES**

The Board recognizes that research shows that tobacco continues to be the leading cause of preventable disease and death in Maine and the United States, for both users and those exposed to second-hand smoke. The Board is also aware that a growing body of evidence suggests that the chemicals present in the aerosols (“vapor”) produced by electronic smoking devices, may pose significant long-term risks to health, as well the risk of addiction to nicotine.

The Board is committed to providing a safe and healthy environment for students, staff, and visitors to the schools, including members of the community who use school facilities for recreational and other purposes.

To that end, and in compliance with applicable state and federal laws, all persons are prohibited from smoking and tobacco use in school buildings, on any school grounds (including parking lots), on school buses and school-owned or leased vehicles, and at all school sponsored events at all times.

**DEFINITIONS:**

For the purpose of this policy:

“Tobacco use” means smoking or the carrying or possession a tobacco product (22 MRSA §1578-B (1)(D)).

“Smoking” includes carrying or having in one’s possession a lighted or heated cigarette, cigar or pipe or heated tobacco or plant product intended for human consumption through inhalation whether natural or synthetic in any manner or any form. “Smoking” includes the use of an electronic smoking device (22 MRSA § 1541(6)).

“Tobacco product” means any product that is made from or derived from tobacco, or that contains nicotine, that is intended for human consumption or is likely to be consumed, whether smoked, heated chewed, absorbed, dissolved inhaled or ingested by any other means, including but not limited to, a, cigar, hookah, pipe tobacco, chewing tobacco, snuff or snus. “Tobacco product” also means an electronic smoking device and any component or accessory used in the consumption of a tobacco product such as filters, rolling papers, pipes and liquids used in electronic smoking devices whether or not they contain nicotine (22 MRSA § 1551(3)) .

“At all times” means 24 hours per day, 365 days a year, including all days when school is not in session and at all functions taking place on school grounds, including organized non-school-sponsored activities and events and casual recreational uses.

All persons are prohibited from selling, distributing, or dispensing tobacco products to students in school building, on school grounds or at school-sponsored events at all times.

## DRAFT REVISED POLICY – SECOND READING

### **CONSEQUENCES FOR VIOLATION**

#### STUDENTS:

The Superintendent/designee(s) shall be responsible for developing age-appropriate disciplinary guidelines for students violating this policy and for employing strategies, as practicable, to address prevention, education, and information about community programs for cessation assistance.

The Superintendent or his/her designee reserves the right to refer students to a law enforcement agency, on a case-by-case basis, as he/she may deem necessary. However, the Superintendent/designee shall refer to a law enforcement agency any student reasonably suspected of selling, dispensing or distributing tobacco products or vaping devices/products.

Parents/guardians will be notified of all violations involving their student and action taken by the school.

#### STAFF:

School unit employees who violate this policy will be subject to appropriate disciplinary measures up to and including dismissal.

Any school unit employee suspected of selling, distributing or in any way dispensing tobacco products or vaping devices/products to students shall be referred to a law enforcement agency.

#### OTHER PERSONS IN VIOLATION:

All other persons violating this policy, including parents, vendors/contractors, spectators at school events and other visitors shall be asked to refrain from use and reminded of the Board's policy. Persons who do not comply will be asked to leave school grounds. Failure to leave school grounds will be treated as trespassing and law enforcement personnel may be contacted.

Persons suspected of selling, distributing or in any way dispensing tobacco products or vaping devices/products to students shall be referred to an appropriate law enforcement agency.

### **RESPONSIBILITY FOR ENFORCEMENT**

The building principal/designee will be responsible for enforcing this policy at the school level.

### **NOTICE**

Notice of this policy and disciplinary consequences for violations will be posted on the school unit's website and included in the student code of conduct and/or student handbooks and in annual employee communications.

Parents/guardians shall also be notified in writing of the Board's policy at the beginning of the school year.

"Tobacco-free campus" signage will be posted in highly visible areas at entrances and on school grounds, including entrances to athletic facilities.

### **EDUCATION**

Age-appropriate tobacco/"vaping" prevention and awareness instruction will be incorporated into the school unit's health curriculum, in alignment with Maine's system of Learning Results and in support of the school



**REGIONAL SCHOOL UNIT #38  
IMMUNIZATION OF STUDENTS**

All students who enroll in the RSU #38 schools are required by Maine law to present a certificate of immunization or evidence of immunization or immunity against poliomyelitis, diphtheria, pertussis (whooping cough), tetanus, measles, mumps, rubella and varicella (chicken pox).

One dose of Tetanus/Diphtheria/Pertussis (Tdap) is required for students entering 7<sup>th</sup> grade.

Immunization against meningococcal disease is required as follows:

- A. One dose of meningococcal vaccine MCV4 is required for students entering 7<sup>th</sup> grade.
- B. Students entering 12<sup>th</sup> grade are required to have received two doses of MCV4. The first dose shall have been received on or after the 11<sup>th</sup> birthday, and the second dose shall have been received on or after the 16<sup>th</sup> birthday, at least eight weeks after the first dose. Only one dose is required if the first dose is administered when the student is 16 years of age or older.

Non-immunized students shall not be permitted to attend school unless one of the following conditions is met:

- A. The student's parent/guardian provides to the school written assurance that the child will be immunized within 90 days of enrolling in school or his/her first attendance in classes, whichever date is earlier. This option is available only once to each student during their school career; or
- B. The parent/guardian provides a written statement each year from a licensed physician, nurse practitioner or physician assistant that, in his/her professional judgment, immunization against one or more of the diseases may be medically inadvisable (as defined by law/regulation); or
- C. The parents/guardians state in writing each year that immunization is contrary to their sincere religious or philosophical beliefs. This exemption will no longer be available effective September 1, 2021.

**NOTE: With the enactment of L.D 798, "An Act to Protect Maine Children and Students from Preventable Diseases by Repealing Certain Exemption from the Laws Governing Immunization Requirements" in 2019, exemption based on religious or philosophical beliefs is no longer available effective September 1, 2021. There is one exception: a student covered by an IEP who elected a religious or philosophical exemption prior to September 1, 2021 may continue to attend school under the existing exemption so long as the parent/guardian or the student, if 18 years of age or older, provides a statement from a licensed physician, nurse practitioner or physician assistant that he/she has consulted with the parent/guardian or student and has made the parent/guardian or student aware of the risks and benefits associated with the choice to immunize.**

The Superintendent shall exclude from school any non-immunized student when there is a clear danger to the health of others as provided by law.

DRAFT REVISED POLICY – SECOND READING

The Superintendent/designee is directed to develop such administrative procedures as are necessary to carry out this policy and comply with statutory requirements.

Legal Reference: 20-A MRSA §§ 6352-6359  
Me. Dept. of Educ. Rule Ch. 126 (May 10, 2018)

Cross Reference: JLCC – Communicable/Infectious Diseases  
JRA – Student Educational Records

Adopted: June 12, 2013

Revised: 03/06/19

Revised: \_\_\_\_\_

**REGIONAL SCHOOL UNIT #38  
COMMUNICABLE/INFECTIOUS DISEASES**

Teachers should be alert to signs of illness and communicable disease and refer students who show such symptoms to the school nurse.

The Superintendent/school nurse shall be responsible for notifying the Maine Center for Disease Control and Prevention (CDC) of any student suspected of having a communicable disease, the occurrence of which is required to be reported pursuant to law and/or Maine Department of Health and Human Services (DHHS) rules.

The building principal will be notified when a report of communicable disease has been made.

Any student for whom the CDC has prescribed isolation or quarantine shall be excluded from school and school activities.

Students who have other types of communicable diseases shall be excluded from school and school activities as prescribed by law, or shall observe other protective procedures according to recommendations issued by the school physician/school health advisor/ school nurse.

The Superintendent is encouraged to consult with the school nurse if a teacher informs the Superintendent that he/she has reason to believe that a student is a public health threat due to a communicable disease.

A certificate from the student's health care provider shall be required before a student who has had a "notifiable" communicable disease may return to school or participate in school activities. The building principal and/or school nurse must give permission before the student is readmitted to class.

Legal Reference:       5 MRSA § 19201 et seq.  
                              20-A MRSA §§ 1001(11)(A), 6301  
                              22 MRSA §§ 801, 802, 806, 823, 824  
                              Maine Dept. of Health and Human Services Rule Ch. 258(2015)

Adopted: 06/12/13

Reviewed: 01/22/19

Revised: \_\_\_\_\_



# MARANACOOK AREA SCHOOLS

*A Caring School Community Dedicated to Excellence*

James Charette  
Superintendent of Schools

Nancy Harriman, Ph.D.  
Director of Curriculum, Instruction & Assessment

Tel. 207-685-3336

Ryan Meserve  
Special Education Director

Brigette Williams  
Finance Manager

Fax. 207-685-4703

TO: RSU #38 Board of Directors 6f.

FROM: Jay Charette, Superintendent of Schools

SUBJECT: Annual Approval of RSU #38 Comprehensive Emergency Management

DATE Plan December 29, 2020

The purpose of the Emergency Management Plan is to make town citizens, government, school officials, and administration aware of their responsibility in an emergency situation. This plan, provides the basis for coordinating protective actions prior to, during, and after any type of emergency.

Each of the RSU 38 schools, as well as the Superintendent's Office has an Emergency Management Team that meet regularly to review, and update as needed, the protocol for dealing with emergency situations. District-wide meetings are held periodically and include members from each of the schools' teams, law enforcement officials and members of the towns' emergency and fire-fighting personnel.

Each of the schools has a designated chain of command when dealing with emergencies, which includes contacting the Superintendent's Office. All communications to parents and the general public during an emergency will be from the Superintendent of Schools. Means for conveying information to parents and the general public (as needed) will be in the form of telephone calls, emails, Instant Message Alerts, letters from the Superintendent, and/or school newsletters.

In addition to the yearly adjustments made in each of the school's Annex I sections, revisions were also made in Section IV, Hazard specific response to emergencies (A-Z), Pandemic Influenza, and Suicide (Sudden Death Protocols).

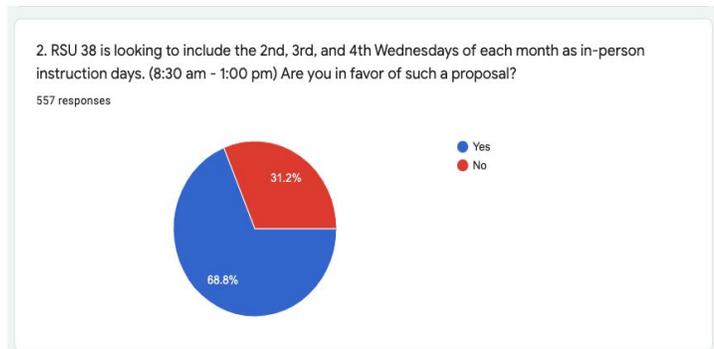
Whereas this is a confidential document, you may make an appointment to review the document at the Superintendent's Office. I will also bring 2 copies with me to the Board meeting with the revised sections noted for your review.

**Sample Motion:** "I move to accept the RSU #38 Comprehensive Emergency Management Plan as recommended by the Superintendent."

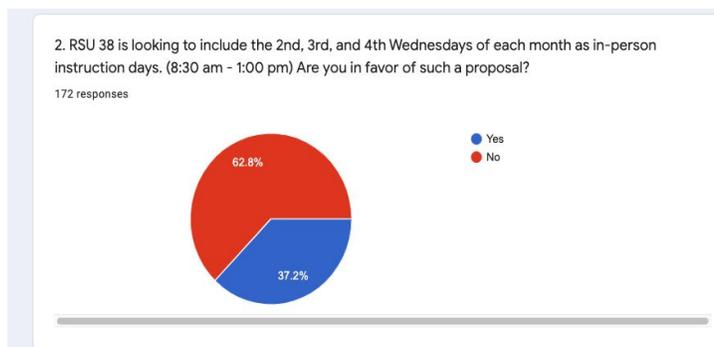
## Agenda Item 6G - Summary and Data

6g.

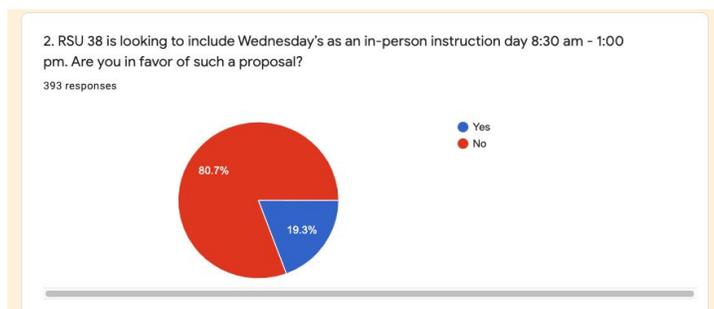
- 1) The following was recorded through the survey
  - a) Family responses: 557
  - b) Staff responses: 172
  - c) Student responses 6 - 12: 393
  - d) Student responses k - 5: 474
- 2) Visual displays to returning to in person on Wednesdays by survey groups
  - a) Family



### b) Staff

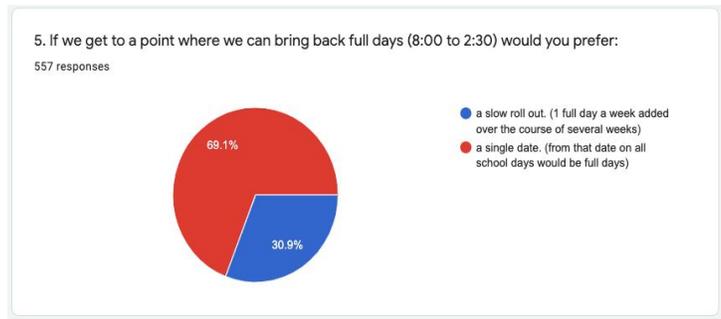


### c) Students 6 - 12

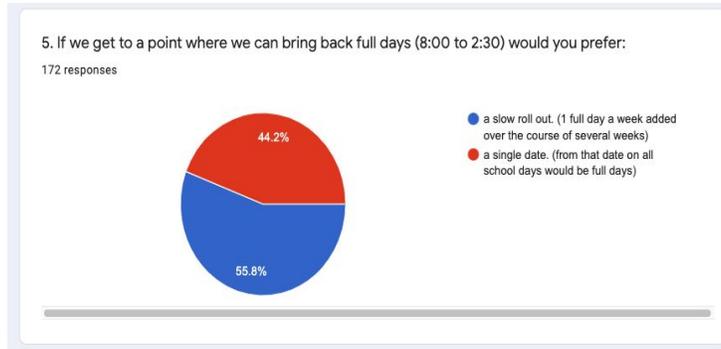


- 3) If coming back to full time (regular school days) as a single date or a slow roll out answers by survey groups:

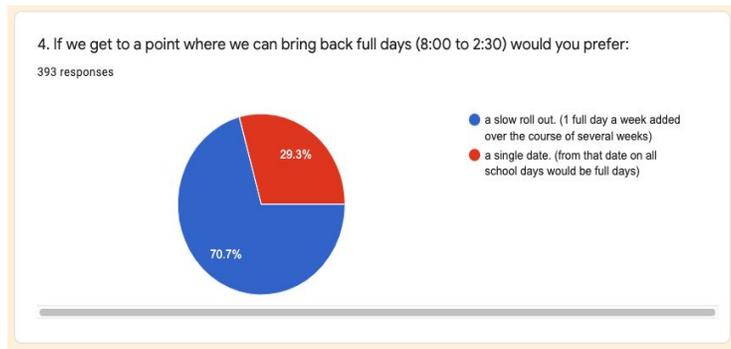
a) Family



b) Staff



c) Students



4) <https://www.maine.gov/dhhs/mecdc/infectious-disease/epi/airborne/coronavirus/data.shtml>

(Zip code, population, cases, town, county, date)

04352	1602	cc6-19	Mount Vernon	Kennebec	2020-12-20
04355	2760	15	Readfield	Kennebec	2020-12-20
04284	1285	cc6-19	Wayne	Kennebec	2020-12-20
04351	2648	28	Manchester	Kennebec	2020-12-20

5) Our totals as of 12/29/2020

- a) Positive Elementary - 1 Students Quarantine - 31
- b) Positive Middle - 0 Students Quarantine - 7

- c) Positive High - 0 Students Quarantine - 25
- d) Positive Staff - 1 Staff Quarantine - 10 (elem, high)

6)

Cumulative COVID-19 Cases by County							
Table updated: December 29, 2020							
Data through: Monday, December 28, 2020 11:59 pm							
County	Cases	Confirmed cases	Probable cases	Deaths	Hospitalizations	Completed Isolations	Case rate (per 10K people)
Statewide	22,909	19,582	3,327	333	1,041	11,248	171.2
Cumberland	6,879	5,828	1,051	94	301	3,793	234.3
York	4,703	4,140	563	60	199	2,260	228.0
Androscoggin	2,533	2,154	379	44	105	1,377	235.2
Penobscot	1,923	1,610	313	20	111	842	127.3
Kennebec	1,727	1,388	339	29	83	795	141.5
Oxford	1,081	943	138	18	36	334	187.6
Somerset	723	628	95	21	44	390	142.9
Aroostook	528	449	79	4	35	157	78.7
Hancock	514	450	64	11	25	213	93.8
Franklin	448	374	74	5	15	169	149.8
Waldo	376	342	34	17	19	206	94.7
Sagadahoc	363	311	52	1	14	155	101.9
Knox	353	335	18	4	18	192	88.8
Washington	343	265	78	2	17	173	108.9
Lincoln	291	264	27	2	12	143	84.7
Piscataquis	111	89	22	1	7	49	66.1
Unknown	13	12	1	0	0	0	

7) County color designations: <https://www.maine.gov/doi/framework/part-I/#CRL>

County	December 18, 2020	December 11, 2020	December 4, 2020	November 20, 2020
Kennebec	GREEN	GREEN**	GREEN	GREEN**

8) Concerns I have:

- a) Rise in cases in county and throughout state
- b) Vaccine rollouts to school staff as essential personnel - no information at this time.
- c) Staffing shortages
- d) Transportation

9) I recommend we continue with the current model until a review at the February 3rd Director's meeting.

- a) Tentative Wednesday date of February 24th as a possible start date upon review of data.

6g.

December 15, 2020

To the RSU 38 School Board,

The nursing staff at RSU 38 has been busy since February developing and implementing COVID-19 safety protocols for our district staff and students. We work diligently to keep up to date on the latest guidelines from the DOE and Maine CDC. Along with our hard-working administrative assistants, we follow up with absent students daily via email or phone calls. We educate families and enforce illness policies as needed to ensure that sick individuals are not in our schools..

These efforts are designed to keep COVID-19 out of our schools, and so far we have seen relatively few positive cases of COVID-19 and NO transmission within our buildings. This did not happen by chance -- our students and staff are following extensive safety protocols that are burdensome but effective. Wearing a mask all day, cleaning between each class, frequent handwashing, maintaining social distance, facing forward in the classroom are practices with excellent compliance. This new way of teaching and learning is nonetheless exhausting and stressful, both for students and staff.

The proposal to increase in-person learning shortly after the Christmas holiday is very concerning. Case rates of COVID-19 in Maine seem to be breaking records daily, and rates in children parallel those numbers. The total number of positive cases in Maine kids rose 40% in just the first 3 weeks of November when the current surge was just beginning. Increased time indoors in group settings inevitably raises the potential for increased exposure. While we all yearn for the resumption of a more normal learning environment, now is not the time to institute policies that INCREASE the potential for outbreaks in our system.

As we are sure you know, neighboring school districts have recognized that the current level of COVID community spread requires measures to REDUCE risk. Augusta is planning to go completely remote until mid-January, hoping that the surge will be in better control by then. Whether that happens and the disease rate settles down will depend on how well our citizens comply with state and national recommendations to avoid travel and gatherings.

In summary, our priority is the safety, health and well-being of our staff and students -- educating our children cannot happen without these elements solidly in place. As health professionals, we feel strongly that any plan to increase in-person learning should be deferred until public health conditions improve.

Respectfully,

RSU 38 Healthcare Team:

Dr Sydney Sewall  
Jada Clark RN  
Anya Davidson RN  
Justin Easter RN  
Erin Foth RN  
Angela Palmer RN

6g.

## **Letter Concerning the School Board Proposals to Increase Academic Time**

The following statement is from the Middle School Crisis team to share our concerns regarding the current school board proposals to increase in-person academic time. Our team is composed of representatives from Guidance, Nursing, Administration, Facilities, Special Education, classrooms teachers and an Educational Technician, and as such, has a broad understanding of all aspects of school life.

We have many concerns regarding these proposals and would like to share our thoughts with the school board. We are having difficulty understanding why we are looking to increase student and teacher exposure to COVID at a point when we are seeing the highest rates of infection in Maine. We feel strongly that safety was of the utmost concern at the start of the year. If anything, we should be more concerned at this point. Increasing in-person instructional time and/or loosening the guidelines in any way will result in increased transmission in our school. This will result in more frequent closures and more loss of academic time.

### **Extending the School Day**

At the middle school we are doing well only because everyone in our school is doing their utmost to support students. Right now, teachers have zero breaks, even to go to the bathroom, from 8 - 1:10, or later.

Our administrators have analyzed the board proposals and have worked to try to navigate how to create a schedule that allowed for CDC guidelines to be followed and allowed for the contractual duty-free lunch and one hour planning time. They feel strongly that there is no way to implement either one without disregarding DOE guidelines around social distancing or without breaking the contract. If we go to a full school day, the contract requires that teachers get a break and a half hour???? lunch. There are no places for students to

go during these times where students could be safely socially distanced and supervised.

Because of these contractual obligations, adding an extra 90 minutes to our school day would not gain enough academic time (at best 30 minutes) to add another class. Extending existing classes, which are already 60 minutes long, is not developmentally appropriate. In addition, we have many students who sit in one seat in the same classroom (per CDC recommendations) throughout their entire academic day. This is a lot to ask of 10 - 14 year olds. Adding another 90 minutes, would create an expectation that is unrealistic for middle school students.

Change is really difficult for students and parents. From a mental health standpoint, consistency and routine in a crisis is really important for all stakeholders. Students are in the current routine and are doing quite well. Right now the MS has no schedule change if Kennebec County goes "yellow." If we go back to full days and then go to yellow, we will have to shift back and forth between different schedules. This kind of disruption is really challenging for families.

### **Wednesdays**

From a health perspective, more time in the building means an increased risk of exposure for all building occupants. It also eliminates the time our custodial staff currently has to deep clean the building mid-week. In addition, increased time in-person will add to the already high levels of fatigue felt by students and staff. Fatigue, in turn, makes us all more susceptible to illness. Finally, adding Wednesday in-person classes increases contact tracing dramatically.

From a student perspective, students are all exhausted at the end of Tuesday & Friday. Students really need this break and most get a lot of work done while at home. It is also an emotional break for them.

If we return to Wednesday in-person teaching, teachers will no longer be able to support at home learners because they will be teaching in-person classes, full time, 5 days a week. There will be no time in the school day to respond to these students' questions or needs. In addition many teachers currently have office hours, or scheduled times to give academic support to small groups of students (both in-person and at home learners who work remotely on Wednesdays.). There would be no time left to do this.

At the middle school we have approximately 160 students involved in a variety of school clubs. These all currently meet virtually on Wednesdays, allowing for our at-home learners and students from across cohorts to participate in meaningful activities together. These would no longer be able to meet if we were full time in-person five days per week. There would be no time for teachers to supervise these clubs. Our foreign language teachers are also offering extended learning activities to our advanced language students on Wednesdays. These would no longer be able to happen.

Teacher meetings with Response to Intervention specialists, and Special Ed staff would be seriously impacted, as there would be very little time for these meetings to happen as well. Grade level advisor meetings, Restorative Practices meetings, IEP and 504 meetings, all currently happen on Wednesdays and would have to be rescheduled into other, non-in-person teaching times to continue.

As you can see, the middle school staff has done everything they can already, to meet the needs of students in this very difficult time. On Wednesdays we have provided academic support to both at-home and in-person students, many opportunities for students to virtually connect with one another, essential meetings to support students and professional development to support staff. Currently, all other professional development time has been taken out of the school calendar. The benefits of adding an in-person day on Wednesdays do not outweigh the negative impact associated with losing all of these supports for students.

Our current permanent subs are only employed through January. We recommend extending this and if we extend academic time, we will need more permanent subs to make this work. Increased exposure will mean more sick teachers. Right now, teachers who are sick or in quarantine can still work on Wednesdays. We will need subs who are ready to step in to help. In addition, there are currently no nursing subs. If a nurse gets sick, due to this increased exposure, we will be in an even more difficult situation.

Anything that would require a change in student scheduling would have to be planned well in advance and could only be implemented after a 10 break. It would also require that every IEP for every special education student be amended through written notices.

We want to thank you for sending out the survey to gather input. Many teachers are already overwhelmed trying to keep up with the demands of school and the stresses for supporting their own families during a pandemic. It is appreciated that they have been given an opportunity for input.

We feel strongly that it doesn't make sense to go back to an 8 - 2:30 schedule, or add additional in-person academic time on a Wednesday, until we no longer have to follow the DOE standard operating procedures for schools. Our administrators feel strongly that our current schedule is only working because teachers are putting in the utmost effort to support students during these difficult times. Teachers cannot do more without sacrificing their own health and well-being.

Maranacook Community Middle School Crisis Team

6h.

Previous Years' Budget Goals Statements:

2015-2016

"Providing support for students in order to promote academic success"

2016-2017

"Promoting student success for all while maintaining fiscal responsibility"

2017-2018, 2018-2019, 2019-2020

"Promoting student success in all areas, as we strive for academic excellence while maintaining fiscal responsibility"

2020-2021