

"A Caring School Community Dedicated to Excellence"

**REGIONAL SCHOOL UNIT #38
BOARD OF DIRECTORS
Maranacook Community Middle School & Zoom
February 24, 2021, 6:30 p.m.**

AGENDA

Join Zoom Meeting

<https://us02web.zoom.us/j/82122267545>

1. Call to order:
2. Citizens' Comments (not budget related):
3. Additions/Adjustments to the Agenda by Board and/or Superintendent: (5 min.)
4. Action Item: (10 min.)
 - a. Approval of Minutes of February 3, 2021*
 - b. Approval of Capital Area Technical Center (CATC) Cooperative Agreement 2020-2021*
 - c. Acceptance of teacher resignation effective June 30, 2021, Special Education, Victoria McMullen
5. Budget Workshop: (60 min.)
 - a. Updates from previous presentation
 - b. Technology
 - c. Operations & Maintenance (including Bond and COVID Grants Overviews)
 - d. Board questions
 - e. Citizens' comments regarding budget
 - f. Board discussion
6. Adjournment:

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.

REGIONAL SCHOOL UNIT #38 BOARD OF DIRECTORS
Maranacook Community Middle School & Zoom
February 3, 2021
Minutes of Meeting

Members Present: Chair Gary Carr, Vice Chair Wendy Brotherlin, Kim Bowie, Patty Gordon, Cathy Jacobs, Rebecca Lambert, Betty Morrell (left 9:10 p.m.), Shawn Roderick, Melissa Tobin, David Twitchell, Dane Wing, Alexander Wright (one vacant position)

Student Reps: Emma Roesner, Rocco Scott, Cooper Tarbuck, 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, 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 the 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 public comment portions are Item 4, and during the budget discussion, Item 9e. 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, Emma Roesner, and Rocco Scott reported on team projects, sports, and school wide events.
 High School student representatives Claire Holman and Morgan Boynton reported on school wide activities and sporting events.
3. Presentation: K-12 Visual & Performing Arts Curriculum
 Dr. Nancy Harriman reported that the faculty has been working on this curriculum for more than 5 years. Last January it was approved by the Curriculum Committee to come to the Board for consideration, but with the pandemic, it was held until fall. It went back to the Curriculum Committee last week for review and is now ready for Board approval.
 Music teachers Dan Gilbert, HS; Adam Scarpone, MS; and Amanda Shively, Mt. Vernon and Wayne presented the Music curriculum, sharing benchmarks, rubrics and sample lessons. They presented on how music education has changed due to the pandemic.
 Art teachers, Jeremy Smith, HS; Hope Lord, MS; and Nicole Blake, Mt. Vernon, Readfield and Wayne presented the Arts curriculum, sharing benchmarks, rubrics, sample lessons and self-assessment document. They also presented on how arts education has change with the pandemic.
4. Citizens Comments: none
5. Additions/Adjustments to the Agenda by Board and/or Superintendent:
 David Twitchell noted that it is National School Counselors' Week.

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MOTION by Twitchell that the Board recognize all of the District School Counselors for the work they do, especially during these times. The motion was seconded by Roderick.

Roll Call Vote – Motion Carried: unanimous

6. a. Reports

Superintendent Charette reported that Middle School Teacher Mary Ellen Tracy requested to address the Board, which will be done under the Staff Association Report. Also, Dr. Sewall, the District's physician of record, asked to say a few words.

Mrs. Tracy read a statement to the Board concerning the Board's consideration of returning students to in-person learning 5 days a week at the middle school. She stated that the benefits of adding an in-person day on Wednesdays do not outweigh the negative impact associated with losing all of the additional supports being provided on Wednesdays for middle school students.

Dr. Sewall, the District's Physician of Record, addressed the Board from a pediatrician's point of view. From a health point of view, every interaction with others adds risk. The success you have had is outstanding. Dr. Sewall requested that the Board keep things the way they are.

Mr. Roderick asked whether the Association has taken a position on a full remote day on Wednesdays. Mrs. Tracy responded that she is here as the head of the Middle School Crisis Team and the coordinator of the Maranacook Food Pantry.

Superintendent Charette stated that in consideration of the lengthy agenda, he asked Principals not to present this evening, but they are available to answer questions from the Board about their written reports.

Mr. Roderick addressed Principal Levesque regarding concerns he received about the middle school schedule during full remote days. She asked Mr. Roderick to forward the concerns to her so she can address them. Mr. Twitchell asked, should the parents call the principal if they have a concern? Mr. Roderick stated he did refer the parent to the principal, but also said he would bring it up.

Mrs. Gordon asked of all the fully remote students, how many are truant. Dr. Levesque responded that out of the 26 remote students, there are 5 right now but one doesn't really count because it was a technological concern and now that student is doing very well; another student has returned to school.

Dr. Conway responded the high school now has over 80 full time remote students, and 10 are truant. They are working with these families.

Mrs. Delmar – reported she has one student and she has been working with the parent and the Superintendent to put supports in place.

Question was asked about how the truancy numbers compare to last year.

Questions were asked about what the Superintendent has heard about the additional Covid funds and what the plans are for those funds. Superintendent Charette responded that he expects the district to receive around \$666,000. He is currently soliciting ideas from staff on how to best direct those funds to meet student educational needs. The goal is to funnel those funds directly to students. Suggestion was made to possibly utilize some of those funds to assist with the transportation issues.

b. Committee reports:

Curriculum – Cathy Jacobs reported on the most recent meeting where the K-12 Visual & Performing Arts Curriculum was presented, as well as an update from the K-5 Math Curriculum Review Committee.

Policy – Superintendent Charette reported the Policy Committee continued their work on Policy JJE student fundraising. Representatives from the Parent Associations, and the Awesome Bear Society attended for a discussion on fundraising in the district. He asked the Board to review Policy JJE, Student Fundraising and to let him, or a policy committee member know of any questions/comments prior to their next meeting on February 23rd.

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7. Action Items:

- a. Approval of Minutes of January 20, 2021 Meeting
MOTION by Brotherlin, second by Wright to approve the Minutes of January 20, 2021 as presented. **Roll Call Vote – Motion Carried:** 11 in favor, 0 opposed, 1 abstained (Morrell)
- b. Acceptance of Donations
MOTION by Brotherlin, second by Wright to accept the donations as presented.
Roll Call Vote – Motion Carried: unanimous
- c. Approval of Visual and Performing Arts Curriculum
MOTION by Brotherlin, second by Gordon to approve the K-12 Visual and Performing Arts Curriculum as recommended by the Curriculum Committee.
Roll Call Vote – Motion Carried: unanimous
- d. Acceptance of teacher resignation effective June 30, 2021, HS Spanish, Kelly Frey
MOTION by Brotherlin, second by Wright to accept the resignation of HS Spanish Teacher Kelly Frey with regret. **Roll Call Vote – Motion Carried:** unanimous
- e. Policy Second Readings
EEA, Student Transportation Services - **MOTION** by Brotherlin, second by Wright to approve the revision of Policy EEA, Student Transportation Services as recommended by the Policy Committee.
Roll Call Vote: Motion Carried: unanimous
KCD, Gifts/Donations to the Schools - **MOTION** by Brotherlin, second by Wright to approve the revision of Policy KCD, Gifts/Donations to the Schools as recommended by the Policy Committee.
Roll Call Vote: Motion Carried: unanimous
KJA, Use of School Name and Logo - **MOTION** by Brotherlin, second by Jacobs to approve the revision of Policy KJA, Gifts/Donations to the Schools as recommended by the Policy Committee.
Roll Call Vote: Motion Carried: unanimous
- f. Review COVID data/increase in-person learning
The Superintendent provided a presentation on “Teaching and Learning During a Pandemic.” He reviewed the demands of lesson planning and the professional development that has been happening in all the schools. He shared the in-person (hybrid) and remote schedules, along with the expectations for each of the grade levels. He shared a chart depicting the remote learning expectations for the different grade levels for Covid/weather closure days. There have been many positives and staff have all learned a lot regarding remote instruction. His recommendation at this time is to consider bringing the elementary schools back to in-person learning on Wednesdays beginning the week of February 22. He further recommended that the Board not make a decision for the high school and middle school until the March 3 meeting.
Discussion ensued about keeping Wednesdays as they are but extending the other 4 days and making Wednesdays a remote learning day with classes being held remotely. Superintendent Charette responded that we are unable to extend the school day at this time due to contractual issues, and the need to follow the Covid guidelines. Question was asked about at-home learners and who will do what the teachers are doing on Wednesdays for those students. Superintendent Charette responded there will certainly be a change in dynamics.
Mrs. Bowie read a statement regarding increasing class time for students, stating her opinion is strictly based on what’s best for students. She asked the Board to consider voting to allow students to go to school more frequently.
Concern was raised about the numbers of “instructional” hours for high school students; why can’t more hours be added to the middle school and high school days. Superintendent Charette replied that with the high school cohorts, there have been discussions around rotations

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on Wednesdays for the cohorts. With the middle school, the biggest concern is that they have the most number of students at any given time.

MOTION by Roderick as follows:

1. The Elementary Schools will start in-person learning 5 days a week beginning the week of February 22, 8:00 – 1:00 (class time begins at 8:30);
2. The Middle School will have synchronous learning every Wednesday beginning the week of March 10;
3. The High School will have synchronous learning every Wednesday, on a rotating basis among Cohorts.

The motion was seconded by Wing.

Discussion followed regarding the Superintendent's original plan, and whether we will be able to keep schools safe with social distancing, cleaning and other efforts.

Roll Call Vote – Motion Carried: 7 in favor, 4 opposed (Gordon, Lambert, Morrell, Twitchell), 1 abstained (Tobin)

Mr. Roderick asked that, with all the remote learning, is there a policy that states what is expected for school hours. There is no policy addressing remote learning.

MOTION by Roderick, second by Wright to request the Policy Committee to come up with a policy for remote learning days. **Roll Call Vote – Motion Carried:** unanimous

8. Informational – upcoming meetings

9. Budget Workshop

Superintendent Charette reviewed the team directives and presented the First Draft budgets for the Elementary, Middle, and High Schools, English Language Learners (ELLs), Gifted & Talented, and Special Education. The first draft budget includes the new requests listed on the summary of budget changes sheet dated 2/3/21. Insurance is included with a 10% increase and Dental with a 5% increase. These figures will be adjusted as more information is received. Other department budgets will be presented at the next 2 meetings. The first draft budget reflects a 4.82% increase (\$910,920.69) over current year, for a total of \$19,823,739.69. Salaries account for \$540,136.00 of the budget increase. The budget includes the elimination of 2 bonds (MS/Field), reduction in interest payments on the HS and District renovation bonds, and the elimination of one bus lease.

Superintendent Charette responded to questions about elementary nurse and physical education teacher positions at the elementary schools. At the February 24 meeting, the Technology, Operations & Maintenance budgets will be presented as well as a review of the facilities bond projects and a Covid grants overview. Updates will be reported as they become available.

10. Adjournment: The meeting was adjourned at 9:37 p.m.

Respectfully submitted,

James Charette, Superintendent/Secretary
D. Foster, Recorder

CAPITAL AREA TECHNICAL CENTER
COOPERATIVE AGREEMENT 2020 -2021

4b.

Pursuant to Title 20-A, Section 8404 of the Maine Revised Statutes, the undersigned, being the duly authorized members of the Advisory Committee of the Capital Area Technical Center do hereby enter into the following Cooperative Agreement and do devise a formula for sharing costs:

1. The Capital Area Technical Center Advisory Committee shall consist of:
 - a. The Superintendent, or his/her representative, of each member administrative unit and
 - b. One School Board member, or trustee, appointed or elected by the school authorities from the administrative units served by the Superintendents. In any situation where a superintendent serves more than one unit, the school authorities of the units served shall cooperatively appoint a single representative. Each Superintendent and each representative shall have one vote on the Advisory Committee. When challenged a weighted vote shall be used.

Quotas & Weighted Vote
Current Figures: October 1, 2020

Administrative Unit	Slots	Vote (%)
Augusta/Cony HS	112	33.63%
(Erskine)	(67)	
RSU 12	34	10.21%
China (RSU 18)	19	5.71%
Vassalboro	11	3.30%
Jefferson (AOS 93)	3	0.90%
MSAD 11/Gardiner HS	58	17.42%
RSU 38/Maranacook	27	8.11%
Winthrop HS	10	3.00%
RSU 2	58	17.42%
(Hall-Dale HS)	(21)	
(Richmond HS)	(13)	
(Monmouth Academy)	(21)	
Total	333	100%

CAPITAL AREA TECHNICAL CENTER
COOPERATIVE AGREEMENT 2020 -2021

2. The Advisory Committee shall meet at least quarterly each year, to include at least one meeting annually with the Augusta Board of Education.

At its initial organizational meeting and annually thereafter at the first meeting of the fiscal year, the Advisory Committee shall elect from its members a Chairperson and Vice-Chairperson.

3. The time, place and dates of the regular meeting of the Advisory Committee shall be established in June by the Advisory Committee with the recommendation of the Director.
4. The Chairperson and/or Director may call special meetings of the Advisory Committee as long as each unit has at least 24-hour notice of the meeting.
5. The Chairperson and Director shall determine the agenda and order of business. Members of the Advisory Committee can have items placed on the agenda by notifying the Director 5 days prior to the meeting. Urgent items can be filed on the day or night of the meeting at the discretion of the Chairperson.
6. A quorum must be present to conduct the Advisory Committee business. Representatives or designees from five school districts constitute a quorum.
7. The latest edition of Robert's Rules of Order shall govern parliamentary procedures of the Center's Advisory Committee when applicable and if not in conflict with the Cooperative Agreement of the Center.
8. With respect to the governance of the Capital Area Technical Center, the primary responsibility of the Advisory Committee is to make informed and timely recommendations to the Augusta School Board on all matters relating to the Center. To achieve this objective, all recommendations concerning the management and operation of the Center which are submitted to the Augusta Board for action shall first be presented to the Advisory Committee for review. Any resolution formally adopted by the Advisory Committee as a result of such a review shall be transmitted by the Augusta Superintendent of Schools to the Augusta Board with the original recommendation.

This review process shall apply to all matters relating to the Capital Area Technical Center submitted to the Augusta School Board for action including the appointment of the Director, the modification of instructional programs and student services, the budget for each fiscal year and any adjustments proposed after its adoption, the acquisition of equipment, and major repairs and renovations to the physical plant.
9. The Advisory Committee will review and comment upon any program applications for state and federal funds to serve vocational students prior to submission to the funding source to ensure regional coordination.

CAPITAL AREA TECHNICAL CENTER
COOPERATIVE AGREEMENT 2020 -2021

The intent of this article is to provide regional coordination and encourage and protect local incentives.

10. Member units may request to withdraw from the Center by vote of its school committees or Board of Directors with proper notice to the Advisory Committee by January 1st before the beginning of the next fiscal year. Actual withdrawal must be carried out in accordance with applicable State Law.
11. The Director shall meet such qualifications as may be prescribed by the State Board of Education and State Law.
12. The Director shall serve as the chief administrative officer of the Center and its satellites and have all the authority and obligations of a secondary school principal in the school administrative unit operating the Center.
13. The hiring and dismissal of the Director and staff of the Technical Center shall be the responsibility of the Augusta Board of Education. The Advisory Committee shall, however, be involved in the screening and interviewing of applicants for the position of Director.
14. The Advisory Committee for the Center at one of its meetings held no later than February of each year shall recommend the operating budget for the next fiscal year. In case a school board or school trustee member is unable to attend the meeting at which the budget is approved, the Superintendent or his/her representative for the unit not represented may vote on the budget. The Director will present an overview of the proposed budget at least one month prior to submittal to the Augusta Board of Education.

The Director shall prepare and submit an annual report of the Technical Center and vocational satellite programs to the State Board and to each sending unit and advisory member served by the Center.

15. Beginning with the 2013-2014 fiscal year, the costs due from each school administrative unit that is affiliated with the CATC shall be satisfied by the CATC's receipt of the state subsidy allocation for career and technical education.

School units that send students to Capital Area Technical Center and do not subscribe to the above billing method will be assessed at the tuition rate set by the SAU's Business Manager. This assessment may be increased up to ten percent (10%) should the actual number of sending unit students, for the school year, be less than the base estimate used in determining the initial tuition rate. The adjustment to the assessment will be reflected in the fourth quarter billing. Billing for these sending units will be done on a quarterly basis.

16. A complete financial report shall be made to the Advisory Committee quarterly by the Director.

CAPITAL AREA TECHNICAL CENTER
COOPERATIVE AGREEMENT 2020 -2021

- 17. If the Technical Center ceases to exist, the Augusta Board of Education shall ensure that the proceeds for, the disposition of the equipment purchased after July 1, 1987, will be distributed proportionally in accordance with the formula set forth in #1. It is understood, however; that any equipment purchased by the Augusta School Department, and not charged through the formula, shall be fully owned by the City of Augusta School Department and that the proceeds from any future sale of such assets shall not be subject to distribution to sending units.

- 18. The Cooperative Agreement is subject to ratification by all of the school committees or the Board of Directors of the participating administrative units; eligible to vote on the same by state law.

- 19. This agreement shall be reviewed and adopted annually with a copy of the original agreement being submitted to the Commissioner of Education.

- 20. Other such business not covered in this document should be processed in accordance with the best interest of the Center as determined by the Advisory Committee.

IN WITNESS WHEREOF, we the undersigned hereby place our hands on December 9, 2019.

Augusta – Public Schools

By: _____
School Board Chairperson

Print: _____
School Board Chairperson

By: _____
Superintendent of Schools

Print: _____
Superintendent of Schools

RSU #12

By: _____
School Board Chairperson

Print: _____
School Board Chairperson

By: _____
Superintendent of Schools

Print: _____
Superintendent of Schools

RSU #18

By: _____
School Board Chairperson

Print: _____
School Board Chairperson

By: _____
Superintendent of Schools

Print: _____
Superintendent of Schools

**CAPITAL AREA TECHNICAL CENTER
COOPERATIVE AGREEMENT 2020 -2021**

Vassalboro

By: _____
School Board Chairperson

Print: _____
School Board Chairperson

By: _____
Superintendent of Schools

Print: _____
Superintendent of Schools

Jefferson

By: _____
School Board Chairperson

Print: _____
School Board Chairperson

By: _____
Superintendent of Schools

Print: _____
Superintendent of Schools

MSAD #11

By: _____
School Board Chairperson

Print: _____
School Board Chairperson

By: _____
Superintendent of Schools

Print: _____
Superintendent of Schools

RSU #38 Maranacook

By: _____
School Board Chairperson

Print: Gary W. Carr, PhD.
School Board Chairperson

By: _____
Superintendent of Schools

Print: James Charette
Superintendent of Schools

Winthrop Public Schools

By: _____
School Board Chairperson

Print: _____
School Board Chairperson

By: _____
Superintendent of Schools

Print: _____
Superintendent of Schools

RSU# 2

By: _____
School Board Chairperson

Print: _____
School Board Chairperson

By: _____
Superintendent of Schools

Print: _____
Superintendent of Schools