

**REGIONAL SCHOOL UNIT #38 BOARD OF DIRECTORS
Maranacook Community Middle School & via Zoom
April 14, 2021, 6:30 p.m.
AGENDA**

Join Zoom Meeting

<https://us02web.zoom.us/j/83977186953>

1. Call to order:
2. Citizens' Comments: (5 min.)
3. Additions/Adjustments to the Agenda by Board and/or Superintendent: (5 min.)
4. Action Item: (10 min.)
 - a. Approval of Minutes of April 7, 2021*
 - b. Consideration of approve long-term leave of absence, MES Art Teacher, Rachael Wilson*
5. Budget Workshop: (30 min.)
 - a. Updates*
 - b. Citizens' Comments (budget related)
 - c. Deliberations, follow-up and decision making
 - d. Vote on 2021-2022 RSU 38 Budget
 - e. Vote on 2021-2022 RSU 38 Adult Education Budget*
 - f. Vote to Call and Approve the Warrants for the Budget Meeting and the Validation Referendum and to Authorize the Notice of Amounts Adopted*
6. Executive Session to consider labor contract discussions between the RSU #38 Board of Directors and the Maranacook Area School Staff Association pursuant to 1 M.R.S.A. §405(6)(D)
7. Action following Executive Session
8. Adjournment:

* Attachments

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

REGIONAL SCHOOL UNIT #38 BOARD OF DIRECTORS
Via Zoom
April 7, 2021
Minutes of Meeting

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

Member Absent: Dane Wing, (one vacant position)

Student Reps: Rocco Scott, Cooper Tarbuck, Claire Holman

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

1. Call to Order: Interim Chair Brotherlin called the meeting to order at 6:35 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 virtually, through zoom. The meeting is being recorded and will be posted on the maranacook.org YouTube channel.
 This meeting's public comment portions are Item 4, and during the budget discussion, Item 9b. We respectfully ask that the virtual audience with the exception of the board members mute their microphones. The chat box feature in zoom will not be used. 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. Nomination(s) for Board Chair:
 Interim Chair Brotherlin explained the process for nominations for Chairperson.
Cathy Jacobs was nominated by Wendy Brotherlin for Board Chair. Melissa Tobin seconded the nomination.
 No other nominations were brought forward.
 Cathy Jacobs spoke to her qualifications and skills for the position.
Roll Call Vote: 10 in favor, 0 opposed, 1 abstained (Jacobs). Cathy Jacobs was appointed Chairperson.

 Cathy Jacobs presided over the meeting.
3. Student Representative Reports:
 Middle School student representatives Cooper Tarbuck and Rocco Scott reported on team projects, and school wide events.
 High School student representative Claire Holman reported on school wide events.
4. Citizens' Comments: none
5. Additions/Adjustments to the Agenda by Board and/or Superintendent:
 Mr. Roderick asked about the additional grant funds the district is receiving, requesting details on where the funds have been spent and where the new funds will be spent, specifically the plans for summer school. Superintendent Charette responded, regarding summer school

plans, there have been 2 meetings at this point. Tentative plans are to offer summer school 3-4 days a week in July; likely morning sessions. A survey was sent out to staff and so far the response is good. There is another meeting scheduled for Tuesday to plan further. He has reached out to Steve Vose to coordinate with Maranacook summer camps and to MIKA to work around their summer offerings. He expects to have more information next week. He will get other details on the grants out to board members.

6.
 - a. Reports: There were no questions on the written reports.
 - b. Committees:
Minutes were in the packet for Facilities/Transportation, Health Advisory and Policy Committee meetings. There are 4 policies in the packet for first reading: IK, Student Achievement/Evaluation of Student Proficiency; JICIA, Weapons, Violence and School Safety; JLCD, Administration of Medication to Students; and a new policy, JLCDA, Medical Marijuana in Schools. The Board is asked to review these draft policies and submit any comments/questions to the Superintendent or a Policy Committee member prior to their next meeting on April 27.
Chair Jacobs noted the upcoming meetings for each of these committees.
 - c. Ad Hoc Committee: Awesome Bear Society (ABS)
Betty Morrell reported that she was unable to attend the last meeting due to a conflict with the RSU 38 negotiations committee schedule. Superintendent Charette added the ABS provided the Facilities/Transportation Committee with an update at their last meeting (see minutes in packet). They are looking to break ground on the courtyard project during April break.
7. Action Items:
 - a. Approval of Minutes of March 17, 2021 Meeting
MOTION by Lambert, second by Morrell to approve the Minutes of March 17, 2021 as presented.
Roll Call Vote – Motion Carried: 10 in favor, 0 opposed, 1 abstained (Tobin)
 - b. Acceptance of Donations
MOTION by Gordon, second by Lambert to accept the donations as presented.
Roll Call Vote – Motion Carried: unanimous
 - c. Acceptance of resignation, Director of Curriculum, Instruction & Assessment, Nancy Harriman
MOTION by Morrell, second by Lambert to accept the resignation of Director of Curriculum, Instruction & Assessment, Nancy Harriman, with regret.
Roll Call Vote – Motion Carried: unanimous
 - d. Consideration of Revised School Calendar – Graduation Date
MOTION by Lambert, second by Roderick to approve the change of the Graduation date from Sunday, June 13 to Tuesday, June 8, 2021.
Superintendent Charette reported that this approval will allow the graduation to be held at the Augusta Civic Center, giving the Class of 2021 a more traditional graduation ceremony. **Roll Call Vote – Motion Carried:** unanimous
 - e. Policy Second Readings
BEDL, Adjournment of Board Meetings - **MOTION** by Morrell, second by Gordon to accept Policy BEDL for second reading as presented.
Roll Call Vote – Motion Carried: unanimous
JGAB, Assignment of Students to Classes: Transfer Students and Home Schooling Students - **MOTION** by Carr, second by Gordon to accept Policy JGAB for second reading as presented. **Roll Call Vote – Motion Carried:** unanimous
 - f. COVID Data Update
Superintendent Charette updated the Board on the Covid data since he wrote the report on March 30.

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8. Informational – upcoming meeting - Curriculum committee coming up 4/28/21

9. Budget Workshop:

a. Updates

Superintendent Charette reported on revisions to the draft FY22 budget since the last meeting, the General Summary budget has been reduced to an increase of \$349,660 or 1.85% over FY21. Decreases include: health insurance; decision to pay off 3 leases from the FY21 budget that have final payments due in FY22; the state is going to begin using NWEA as their assessment tool so we will be getting a credit from NWEA; and miscellaneous salary changes. Increases include: the support staff contract has been settled so that has been factored; diesel and #2 heating oil has gone up significantly. Property insurance increased significantly. All these changes have brought us to where we are right now.

Superintendent Charette proceeded to review the Revenue Sheet, reporting that Finance Manager Williams has reviewed the revenues and expenditures and projects an additional balance forward of \$200,000. This additional carry forward is due to many expenditures not being made this year due to Covid. This will increase the carry forward for next year to \$1 million which directly helps the local share for that year. The increase of \$57,813 on the local side is the net increase to the towns.

Regarding the Local Dollar Calculation sheet, Superintendent Charette reminded everyone that property valuation drives this formula. Wayne and Readfield have had significant increases in their property valuations. The 21/22 required mil calculation is set by the state. The local contribution of \$13,224,820 is for the entire district.

b. Citizens’ comments regarding budget - none

c. Deliberations, follow-up and decision making

Discussion ensued. Question was asked about the additional funds the district received due to Covid and the concern that those funds do not appear on any of the financial reports shared. These funds will be reflected in the auditor’s financial report.

Superintendent Charette requested guidance on the following to help finalize the budget for next week’s vote. The following items can be moved to the ESSER Fund 3 to help reduce the FY22 budget: computers for teachers in grades 6 and 9-12 (\$83,000); Tier 3 positions (\$89,000); and 2 Middle School Team Leader stipends (\$5,000). They are still determining whether an additional elementary school teacher will be needed for MES (estimate \$65,000).

Consensus was to move the computers, and the Tier 3 positions to the ESSER Fund 3. The teacher position (if needed) and 2 team leader positions will stay in the regular budget.

Additional discussion ensued about transportation. Superintendent Charette reported he is working on options but believes that any incentives offered can be absorbed in the budget as written. He will bring details to the Board in June when the new Transportation Manager has started.

He added that Dr. Harriman has met with the Pre-K teachers and they believe it is in the best interest of students to offer Pre-K 4 days a week with half day sessions. The district will plan to return to the regular Pre-K schedule for SY22.

One other unresolved item is Mr. Harker’s request to add \$5,000 to the budget to work on the health curriculum, specifically around nutrition. Superintendent Charette is not looking to add an outside consultant to the budget at this time. He will contact Mr. Harker about the decision.

10. Adjournment: **MOTION** and second to adjourn 8:17 p.m.

Respectfully submitted,

James Charette, Superintendent/Secretary
D. Foster, Recorder



MARANACOOK AREA SCHOOLS

A Caring School Community Dedicated to Excellence

James Charette
Superintendent of Schools

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

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4b.

TO: RSU #38 Board of Directors
FROM: Jay Charette, Superintendent of Schools
SUBJECT: Request for Leave of Absence
DATE: April 9, 2021

Rachael Wilson, Art Teacher at Manchester Elementary is requesting a leave of absence through the end of the school year. Mrs. Wilson is currently on Family Medical Leave and was due to return to work on April 28, 2021.

I support Mrs. Wilson's request and recommend approval of her request for the remainder of the 2020-2021 school year.

Sample Motion:

"I move to approve the request of Rachael Wilson for a leave of absence for the remainder of the 2020-2021 school year as recommended by the Superintendent."

JC/d

REGIONAL SCHOOL UNIT NO 38
General Fund School Summary Budget

Statement Code: Gen Sch

FIFTH DRAFT - 4/8/21

5a.

Account Number / Description	2018-2019 Expend	2019-2020 Budget	2019-2020 Expend	2020-2021 Budget	2020-2021 YTD Expend	2021-2022 PROPOSED	\$ Change FY22 v FY21	% Change FY22 v FY21
	7/1/2018 - 6/30/2019	7/1/2019 - 6/30/2020	7/1/2019 - 6/30/2020	7/1/2020 - 6/30/2021	7/1/2020 - 6/30/2021	7/1/2021 - 6/30/2022	7/1/2021 - 6/30/2022	
010 MANCHESTER ELEMENTARY	\$1,846,225.55	\$2,062,315.70	\$1,965,782.79	\$1,904,999.95	\$1,396,652.38	\$2,018,852.42	\$113,852.47	5.98%
020 MT VERNON ELEMENTARY	\$1,326,351.31	\$1,411,675.31	\$1,267,196.20	\$1,321,433.94	\$884,847.28	\$1,223,754.91	\$(97,679.03)	(7.39)%
030 READFIELD ELEMENTARY	\$1,796,742.08	\$1,927,104.56	\$1,895,802.04	\$1,994,787.86	\$1,477,910.85	\$2,056,076.46	\$61,288.60	3.07%
040 WAYNE ELEMENTARY	\$757,989.18	\$830,302.47	\$787,720.26	\$873,706.16	\$624,881.92	\$894,131.81	\$20,425.65	2.34%
100 MARANACOOK MIDDLE SCHOOL	\$3,186,771.45	\$3,299,829.39	\$3,326,855.15	\$3,374,596.00	\$2,353,082.55	\$3,541,650.87	\$167,054.87	4.95%
300 MARANACOOK HIGH SCHOOL	\$4,360,536.96	\$4,768,571.83	\$4,407,051.78	\$4,640,741.07	\$3,132,232.98	\$4,619,402.32	\$(21,338.75)	(0.46)%
500 PHOENIX HOUSE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
900 DISTRICT WIDE	\$3,238,601.20	\$3,554,363.39	\$3,551,746.60	\$4,030,202.92	\$3,082,927.35	\$3,626,711.96	\$(403,490.96)	(10.01)%
910 OTHER FACILITIES-SUPT	\$20,755.13	\$12,900.00	\$9,587.72	\$12,327.00	\$10,008.73	\$13,262.00	\$935.00	7.58%
920 OTHER FACILITIES-TRANS	\$31,153.81	\$41,850.00	\$45,681.40	\$44,350.00	\$24,299.31	\$37,500.00	\$(6,850.00)	(15.45)%
950 ELEMENTARY	\$539,153.57	\$682,560.98	\$595,397.76	\$715,674.10	\$524,241.01	\$1,056,990.18	\$341,316.08	47.69%
GRAND TOTAL	\$17,104,280.24	\$18,591,473.63	\$17,852,821.70	\$18,912,819.00	\$13,511,084.36	\$19,088,332.93	\$175,513.93	0.93%

REGIONAL SCHOOL UNIT NO. 38
REVENUE AREAS
THIRD DRAFT / PRELIMINARY ED279
2021-2022
4/8/2021

REVENUE AREA	2020-2021	Inc / Dec	2021-2022	DESCRIPTION
State EPS Allocation	4,084,867	62,578	4,147,445	Preliminary ED279
State Educational Service Center Adjustment	34,662	(948)	33,714	Educational Service Center Member Allocation Adjustment
State National Teacher Funding	9,000	(2,500)	6,500	State of Maine provides additional funds for nationally certified teachers. The amount funded per teacher changes each year.
Other Revenues				
Tuition Revenue	600,000	125,000	725,000	Tuition revenue from the Town of Fayette for students in grades 6 - 12.
Transportation Revenue	40,000	-	40,000	Revenue for field trips paid by outside sources and bus repairs on Fayette buses.
Fiscal Services/Admin Fees	20,000	(20,000)	-	Fees for services provided to other school districts with RSU #38 personnel.
Curricular Gate Receipts & Club Sport Reimbursements	25,000	-	25,000	Gate receipts from basketball games and play productions and reimbursements from Club Sports for officials & trainers.
Miscellaneous	105,000	(55,000)	50,000	These revenues are for State Agency reimbursement for foster children within our district that need special educational programming, interest income, rental income (Wayne Town Office), insurance proceeds, sale of equipment, and other miscellaneous revenues.
Additional Balance Forward	92,283	(17,283)	75,000	State of Maine FY21 audit adjustment for superintendent agreements for students accepted from other school districts. This adjustment is made in the spring of each year.
Balance Forward	800,000	200,000	1,000,000	This is the amount that will be carried forward due to unexpended expenditures, after adjusting for summer salaries which are accrued per our auditors, and unanticipated revenues.
Property Tax Revenue				
Required Local Dollar Match	8,438,624	(167,937)	8,270,687	Amount required to be raised by towns based on valuation within each town and required mills for education (these amounts change each year).
Local Only Debt	681,742	(579,107)	102,635	Local debt for construction projects approved at referendum in each town for High School renovations.
Additional Local Dollars	3,981,641	630,711	4,612,352	Additional local funds needed to fund the expenditure budget once all other revenue areas have been taken into consideration. This amount includes payments for the 2019 repair bond which was approved at referendum in each town.
Sub-Total Property Tax Revenue	13,102,007	(116,333)	12,985,674	Total local funds to be raised by our four towns.
TOTAL BUDGET	18,912,819	175,514	19,088,333	Total revenue budget, which matches total expenditure budget.

**REGIONAL SCHOOL UNIT NO. 38
LOCAL DOLLAR CALCULATION
THIRD DRAFT / PRELIMINARY ED279
2021-2022
4/8/2021
RESIDENT ONLY**

DESCRIPTION	DISTRICT	MANCHESTER	MT. VERNON	READFIELD	WAYNE
2020 Property Revenue Services Valuation	1,074,650,000	329,900,000	254,050,000	282,500,000	208,200,000
2019 Property Revenue Services Valuation	1,054,050,000	328,600,000	251,700,000	274,950,000	198,800,000
\$ Inc/Dec in Valuation	20,600,000	1,300,000	2,350,000	7,550,000	9,400,000
% Inc/Dec in Valuation	1.95%	0.40%	0.93%	2.75%	4.73%
2021-2022 Required Local Contribution	8,270,687	2,594,228	1,981,715	2,151,170	1,543,574
2021-2022 Required Mill Expectation		7.90	7.90	7.90	7.72
Amount required by the State of Maine to be raised by towns based on valuation within each town and required mills for education (these amounts change each year). If the required amount is not raised by the towns, the State EPS Allocation will be reduced.					
2020-2021 Required Local Contribution	8,438,624	2,652,501	2,034,093	2,166,337	1,585,693
2020-2021 Required Mill Expectation		8.18	8.18	8.18	8.18
\$ Inc/Dec in Required Local Contribution	(167,937)	(58,273)	(52,378)	(15,167)	(42,119)
% Inc/Dec in Required Local Contribution	-1.99%	-2.20%	-2.58%	-0.70%	-2.66%
Add'l Local x 50% @ 3 Yr Enroll Avg %	100.00%	30.34%	21.29%	36.29%	12.08%
Add'l Local x 50% @ 3 Yr Val Avg %	100.00%	31.23%	23.86%	25.90%	19.01%
Net Additional Local \$	4,714,987				
Add'l Local x 50% @ 3 Yr Enroll Avg %		715,264	501,910	855,534	284,785
Add'l Local x 50% @ 3 Yr Val Avg %		736,245	562,498	610,591	448,160
Total Additional Local \$	4,714,987	1,451,509	1,064,408	1,466,125	732,945
Local Only Adult Ed. Contribution	65,000				
Add'l Local x 50% @ 3 Yr Enroll Avg %		9,861	6,919	11,794	3,926
Add'l Local x 50% @ 3 Yr Val Avg %		10,150	7,755	8,418	6,178
2021-2022 Total Local Contribution	13,050,674	4,065,747	3,060,797	3,637,507	2,286,623
2020-2021 Total Local Contribution	13,179,007	4,118,701	3,103,049	3,634,908	2,322,349
Local \$ Increase/Decrease 2021-2022	(128,333)	(52,954)	(42,252)	2,599	(35,726)
Local % Increase/Decrease 2021-2022	-0.97%	-1.29%	-1.36%	0.07%	-1.54%
Local \$ Increase for 2020-2021	(365,806)	(152,075)	(97,545)	(75,486)	(40,700)
Local % Increase for 2020-2021	-2.70%	-3.56%	-3.05%	-2.03%	-1.72%
October 1, 2020 Enrollment by Town	1,038	324	228	361	125
Local \$ Contributed per Student	12,573	12,549	13,425	10,076	18,293
FY21 Middle Tuition Rate*	10,657	Currently 27 Students		*Regular Instruction Tuition	
FY21 High School Tuition Rate*	11,275	Currently 31 Students		Special Education Costs Additional	

**REGIONAL SCHOOL UNIT NO. 38
ADULT & COMMUNITY EDUCATION
2021-2022
FIRST DRAFT - 04/09/21**

5e.

ITEM & EXPLANATION	FY17	FY18	FY19	FY20	FY21	FY22
EXPENDITURES						
Administration	104,439	121,000	129,720	126,671	126,000	123,000
Vocational	29,937	34,000	31,120	31,116	39,000	39,000
Vocational - HS CDL Class	-	-	-	12,000	12,000	12,000
Diploma	2,840	2,700	2,840	2,844	3,000	3,000
Adult Literacy	2,384	2,300	2,390	2,394	3,000	3,000
Community	13,750	10,000	10,200	9,657	10,000	10,000
Enrichment	18,650	20,000	17,130	20,730	23,000	23,000
TOTAL EXPENDITURE BUDGET	172,000	190,000	193,400	205,412	216,000	213,000
REVENUES						
Designated Carry Forward	-	-	-	-	10,000	30,000
State Subsidy	35,000	35,000	34,500	34,500	35,000	38,000
Registration Fees	74,000	92,000	93,900	93,912	94,000	80,000
Local Share	63,000	63,000	65,000	65,000	65,000	65,000
Additional Local Share - HS CDL Class	-	-	-	12,000	12,000	
TOTAL REVENUE BUDGET	172,000	190,000	193,400	205,412	216,000	213,000

GRANTS	FY17	FY18	FY19	FY20	FY21	FY22
Adult Basic Education Grant	2,948	2,245	1,562	9,877	9,877	15,477
College Transition Grant	8,977	8,749	7,000	7,000	7,000	7,000

April 14, 2021

Motion: I move that the Vote entitled, “Vote to Call and Approve the Warrants for the Budget Meeting and the Validation Referendum and to Authorize the Notice of Amounts Adopted,” be approved in form presented to this meeting and that a copy of said Vote be included with the minutes of this meeting.

VOTE TO CALL AND APPROVE THE WARRANTS FOR THE BUDGET MEETING AND THE VALIDATION REFERENDUM AND TO AUTHORIZE THE NOTICE OF AMOUNTS ADOPTED

VOTED: That the warrant for the Regional School Unit Budget Meeting presented to the meeting be and is hereby approved and that the Regional School Unit budget meeting be and is hereby called for May 19, 2021 for the purpose of voting on the annual budget for the Regional School Unit for the 2021-2022 fiscal year;

That the Warrant and Notice of Election for the Regional School Unit Budget Validation Referendum presented to the meeting be and is hereby approved, and that the Regional School Unit budget validation referendum be and is hereby called for June 8, 2021 for the purpose of approving the budget adopted at the Regional School Unit budget meeting for the 2021-2022 fiscal year; and

That the form of Notice of Amounts Adopted at Budget Meeting presented to this meeting be and is hereby approved, and that the Superintendent of Schools of the Regional School Unit is hereby authorized and directed to complete said Notice by adding the amounts approved by the voters for each expenditure category and the total school budget summary expenditure amount, all in accordance with the Regional School Unit budget meeting on May 19, 2021, and to cause copies of said notice, as completed, to be delivered to the municipal clerks of each municipality of the Regional School Unit for posting at the polling places for the June 8, 2021 Regional School Unit budget validation referendum.