

MAINE SCHOOL ADMINISTRATIVE DISTRICT NO. 64

Bradford          Corinth          Hudson          Kenduskeag          Stetson

REGULAR MEETING          BOARD OF DIRECTORS

April 23, 2019

The members of the Board of Directors of RSU/MSAD No. 64 met in the Central Community Elementary School cafeteria at 7:00 p.m. on Monday, April 22, 2019 in response to agenda dated April 18, 2019. The agenda was distributed to members electronically.

Members Present:          Rhonda Williams, James Connolly, Wanda St. Peter, Kim Hikel, David Nichols, Curtis Chadbourne, Amy Bean, Nicole Kelley, Teresa Harvey, Katherine Waite, Parvanah Withee, Tonya Wozneak

Student Representatives

Absent:          Ian Wright

Members Absent:          Anne Kenneson, Sherry Horn, Jodi Brasslett, Haley Emery, Robert Young, Chad Crooker

Others in Attendance:          Superintendent Rhonda Sperrey, CHS Principal Brett Hoogterp, CMS Principal Sandra Cookson, CCES Principal Dawn Nickerson, Curriculum Coordinator Jennifer Nickerson, Special Education Director Riley Donovan, and Teachers' Association Representation Sherry Blanchard.

MINUTES

The meeting was called to order by Chair Rhonda Williams at 7:03 p.m. A roll call and check of attendance found a quorum of 12 members present, 6 members absent, and one student representative absent.

Upon the motion of Nicole Kelley and second of Wanda St. Peter, the Board voted to approve the minutes of the Finance Committee Meeting with Municipal Officials (April 9, 2019), Finance Committee Meeting (April 2, 2019), Negotiations Committee Meeting (March 28, 2019), Regular Monthly Meeting of the Board of Directors (March 25, 2019), and Hiring Committee Meeting (March 25, 2019) as presented and to place the minutes on file as part of permanent Board records.

Unanimous

Petitions and Communications – Chair Williams indicated the District has received a letter of resignation from Milo Campbell (CCES Ed Tech I), Andrea Hatch (CCES Grade 3 Teacher), and E. Matthew McDade (CMS Guidance Counselor) and a letter of retirement from Karen Girvan (CHS English Teacher).

Chair Williams called for Public Forum items. No items were presented.

Reports

Standing Committees:

Negotiations Committee Report – Negotiations Committee member James Connolly reported out on the Committee's most recent work around administrative contracts and Central Office support staff agreements. The Negotiations Committee has spent considerable time and attention examining administrative contracts within the region and across the state. The Committee expressed consideration

for adjustments to administrative salaries and benefits so as to ensure the District will remain competitive within the field.

Upon the motion of James Connolly and second by Nicole Kelley, members approved salary changes for Special Education Director Riley Donovan (\$75,000) and Curriculum Coordinator Jennifer Nickerson (\$70,000) and an increase of 2% for all other building administrators for the 2019-2020 contract year.

Yea – 11  
Nay – 1 (Harvey)  
Abstention - 0

Upon the motion of James Connolly and second by Nicole Kelley, members approved a salary increase of 2% for the Superintendent of Schools for the 2019-2020 contract year.

Yea – 11  
Nay – 1 (Harvey)  
Abstention – 0

Upon the motion of James Connolly and second by Nicole Kelley, members approved a salary increase of 3% for Central Office support staff for the 2019-2020 fiscal year: Administrative Assistant to the Special Education Director, Executive Administrative Assistant to the Superintendent, Financial Administrative Assistant to the Superintendent, and Assistant Maintenance Supervisor.

Yea – 11  
Nay – 1 (Harvey)  
Abstention – 0

Upon the motion of James Connolly and second by Nicole Kelley, members approved a revision in vacation benefits for Central Office support staff. Beginning July 1, 2019, staff in these positions will be offered vacation benefits upon hire, rather than needing to complete a full year of employment. The District will make these adjustments with the current staff in place through a pay out of vacation time already earned.

Unanimous

Finance Committee Report – The Finance Committee provided a full report of budget planning and recommendations under item V.B.

Superintendent Sperrey updated members on the following administrative topics:

**Cancellation Days Update**

Given the additional cancellation day on Monday, April 8, 2019, the final student day is currently scheduled for Tuesday, June 18, 2019. Should additional cancellation days become necessary the final student day will be moved forward.

**Maintenance Spring Clean Up**

Each year, RSU 64 hosts a spring cleanup weekend in partnership with the Alternative Sentencing Program. This year, the spring cleanup of outdoor spaces was challenging given the water, mud, and snow. Field preparation was restricted by the current conditions. However, several other tasks were completed as follows:

*Central Middle School*

All lockers, desks and tops of the classroom light fixtures were cleaned.  
All restrooms were thoroughly cleaned.  
Gym mats cleaned.

Floors vacuumed and washed.

#### *Central High School*

Areas under the bleachers, stage, and backboards were cleaned.

All restrooms were thoroughly cleaned.

Windows washed.

All lockers were washed.

All paper and cleaning supplies were organized and a good portion of the maintenance area was also cleaned.

#### *Grounds & Transportation*

The athletic fields were not ready to be worked on due to the mud and standing water still present. All other grounds were raked. An estimated 50 yards of leaves and other debris was removed. Trash was picked up, accounting in a few dollars in returnables. All District vans were cleaned.

The hosting of this event is a great benefit to the District as it helps to prepare the schools for the final eight weeks of the school year.

#### **Legislative Update**

Superintendent Sperrey updated members on her work with the Joint Standing Committee on Educational and Cultural Affairs concerning revisions to a bill pertaining to Regional Service Centers and updated members on recent legislative work. Mrs. Sperrey read aloud a letter received from Maine School Board Association President Kim Bedard and Maine School Board Association Executive Director Steven Bailey in appreciation of RSU 64 Member Anne Kenneson's advocacy participation at the State House on Tuesday, April 16, 2019.

#### **District Enrollment (As compared to April 1, 2019)**

CCES - 524 (-3)

CMS - 235 (-5)

CHS - 300 (-3)

Total = 1059

#### **Administrator Reports**

Chair Williams asked if administrators had any items to add to their previously distributed reports.

CHS Principal Brett Hoogterp – Mr. Hoogterp shared with members CHS is one of a few schools in the area that have been successful in being able to host spring contests for baseball and softball. He thanked the various people involved in getting fields and grounds ready for the spring season in very challenging weather.

CMS Principal Sandra Cookson – No items were added.

CCES Principal Dawn Nickerson – No items were added.

Curriculum Coordinator Jennifer Nickerson – Ms. Nickerson shared with members the positive results of her and Mr. Donovan's participation in area job fairs.

Special Education Director Riley Donovan – Mr. Donovan shared with members he will be facilitating several professional development sessions for Educational Technicians throughout the District in the coming weeks. Educational Technicians will be paid extra to stay after school for these sessions. These sessions are made possible through Local Entitlement grant funding. The training will focus on social emotional learning and how to better support all student learning.

Old Business

## New Business

### **Discussion and Consideration of Request for Overnight Trip for CHS Project Adventure Club/Class**

Upon the motion of Wanda St. Peter and second by Amy Bean, members approved the request for an overnight trip for CHS Project Adventure to North Conway, NH on May 17 & 18, 2019.

Unanimous

### **Proposed 2019-2020 Budget**

Superintendent Sperrey presented the following draft budget information on behalf of the Finance Committee:

#### Review of Revenue

- For FY20 planning, the Finance Committee has prepared a budget in anticipation of \$9,324,915.08 in state funding. This figure includes debt service in the amount of \$1,942,113.07, which is \$21,409 less than last year. The local portion of debt service will decrease by \$244 in FY20. The total amount of subsidy projected is \$351,220.27 more than was received last year.

#### Review of Expenditures

- Cost of health insurance premiums will increase in FY20 by 3.36%.
- Negotiated contracts will be implemented with salary and benefit increases for both professional and support staff. The Board has worked hard to negotiate contracts that are competitive and fair within the region and capture anticipated increases in minimum wage.
- Workers Compensation rates for the District have declined over the past two years resulting in a considerable savings. The District anticipates a change in this trend moving into FY21.
- Heating fuel and propane costs are currently locked in for heating fuel (\$2.3990/gallon) and propane (\$1.3485/gallon). The pellet bid was awarded at \$190/ton delivered.
- The budget draft includes the implementation of a student swim program for elementary school aged special education students.
- Transportation costs continue to increase each year. The new contract includes a 3% increase in addition to a \$15,000 increase in insurance costs.
- The current budget draft includes the addition of a daytime custodian that will be shared between the middle and high school buildings during the school day. This will free up the current year round maintenance/custodial position to focus on maintenance tasks rather than being pulled to address custodial issues like plugged toilets or spills during the day. The daytime custodial position will be for 5.5 hours per day for the school year only.
- There is a bill before the Legislature to return the total cost of funding teacher retirement to the state. The local share of this cost has increased each year since a local portion was implemented. The District does not yet know the fate of the bill being proposed therefore, the budget draft being considered continues to include the local portion.
- The budget draft includes continued support and maintenance of technology and a renovation to the air handler units in the Central Middle School gym and cafeteria.
- The budget draft also includes \$5,000 for repairs to a District plow truck.
- The current draft budget represents an overall increase of expenditures less than 2%.

Review of Projects - Several other projects that have been in discussion for some time, all of which support the Board's goal to enhance safety and security of the school facilities, are not currently represented in the draft budget.

- The District has received an estimate for the replacement of the boiler system at Central Middle School in the amount of \$85,237. Given the boiler section failure that occurred in January, and the fact the boiler is the original boiler from the school construction in 1984,

members have expressed concern about the need for a replacement before the next heating season.

- The District has routinely discussed the concern of potential septic failure given the age and condition of the septic field servicing Central High School. No estimate has been received yet on the costs involved in repair/replacement of the current system.
- There is a significant need for a telephone expansion at both the middle and high school. This project would place telephones in each classroom and common space, increase the number of lines available at each location, and has the potential to replace the intercom systems. This expansion would allow all three buildings to be connected on the same phone system, fulfilling the original vision in place with the construction of Central Community Elementary School. This project is estimated at \$88,610.
- There has been ongoing planning and consideration of an office space addition at Central High School and a much needed replacement of exterior doors at Central Middle School. The replacements of doors would also include the addition of security cameras at the cafeteria and music room entrance doors.
- There has been considerable discussion about the proposal of hiring a School Resource Officer (SRO) to be shared among all three school buildings. Conversations have been ongoing concerning the implementation of such a position. Given the oversight support for a position like this one is not available through a local law enforcement agency or a municipality at this time, it is not currently included in the FY20 budget. Members have expressed a commitment to continue to work on this item both with county and local officials and to continue to pursue federal, state or local grant opportunities.

#### Undesignated Funds

- The District has undesignated funds that have grown over the past several years. The Board of Directors will be asking taxpayers to approve a transfer of those funds to reserve accounts. These funds will then become designated for several projects listed above while the local taxpayer will not be asked for an increase in taxation.

Reminder: Two years ago, the District used unanticipated additional state funding to reduce local taxation and to complete maintenance projects that had been cut from the budget. The Finance Committee is recommending a one-time use of \$150,000 in undesignated funds to keep the FY20 assessments flat.

With the \$150,000 one-time revenue from fund balance there will be an average 1.23% reduction in assessments. Without it, there would be an average increase of 1.67% in assessments.

Upon the motion of James Connolly and second by Curtis Chadbourne members approved the proposed RSU 64 Budget for 2019-2020 as recommended by the Finance Committee, and approved the Warrant for the District Budget Meeting and that a District Budget Meeting be called for Thursday, June 6, 2019 at 7:00 p.m. at Central Community Elementary School for the purpose of voting on the annual budget for the District for the 2019-2020 fiscal year; that the District Budget Validation Referendum be called for Tuesday, June 11, 2019 for the purpose of approving the Budget adopted at the District Budget Meeting for the 2019-2020 fiscal year; that the form of Notice of Amounts adopted at Budget Meeting be approved, in accordance with the District Budget Meeting on June 6, 2019, and to deliver attested copies of said Notice to the clerks of each municipality in the District for posting at all polling places for the June 11, 2019 District Budget Validation Referendum.

Yea – 10  
Nay – 2 (Harvey, St. Peter)  
Abstention - 0

**Personnel Nominations and Confirmations**

Upon the motion of Kim Hikel and second by Wanda St. Peter, members approved the recommended Professional Staff appointments for 2019-2020:

First Year Probationary Contract to Second Year Probationary Contract

Hope Buswell  
Rachel Emery-Russell  
Stephanie Fogler  
Lindsey Peterson  
Sherri Poulin  
Jennifer McKenzie  
Stacey Shaw  
Rebecca York

Unanimous

Upon the motion of Kim Hikel and second by Wanda St. Peter, members approved the recommended Professional Staff appointments for 2019-2020:

Second Year Probationary Contract to Third Year Probationary Contract

Amy Bickerstaff  
Carrie Carr  
Corey Coffin  
Brittany Dorr  
Jennifer Noel

Unanimous

Upon the motion of Kim Hikel and second by Wanda St. Peter, members approved the recommended Professional Staff appointments for 2019-2020:

Third Year Probationary Contract to Continuing Contract

Kristy Albee  
John Cowie  
Tammy Giles  
Joseph Howard  
Brittany McAllister  
Melissa Morissette  
Adrienne Pelkey  
Christal Ryder

Unanimous

Members acknowledged Superintendent Sperrey's Support Staff appointments for 2019-2020:

Nicole Allen, Food Service Assistant  
Jennifer Armstrong, CMS Ed Tech I  
Laura Bell, CMS Ed Tech I  
Amy Bubar, CCES Ed Tech I  
Heather Bullock, CMS Ed Tech III  
Julie Bunker, CCES Ed Tech III

Arlen Burns, CHS Ed Tech I  
Lauren Caisse, Food Service Assistant  
Tami Call, CMS Ed Tech III, Library  
Nichole Clark, CCES Secretary II  
Emily Clement, CMS Office Manager  
Tanya Clement, CCES Custodian  
Jamie Collins, CMS Ed Tech II  
David Craig, CHS Ed Tech III  
Connie Crocker, Food Service Assistant  
Nika Day, CCES Ed Tech III  
Bryan Doughty, CMS Custodian  
Nicole Dow, Food Service Assistant  
Sharon Eaton, Special Services Driver  
Cheryl Goldsmith, Food Service Assistant  
Beth Goodwin, CHS Guidance Secretary II  
Dennis Goodrow, CCES Custodian  
Karen Graham, CCES Ed Tech II  
Kielie Gray, CCES Ed Tech I  
Susanne Gray, CCES Ed Tech I  
Hilary Gross, CCES Custodian  
Josephine Hanson, CCES Ed Tech I  
Renee Harvey, CCES Custodian  
Bethany Healy, CCES Ed Tech II  
Stephanie Helstrom, Food Service Assistant  
Karen Hendrix, CCES Ed Tech III  
Brenda Hewes, CCES Custodian  
Dorothy Iverson, CCES Ed Tech III, Library  
Caryle Janicki, CCES Ed Tech III  
Carin King, CMS Custodian  
Jonathan King, CMS Custodian  
Moriah King, CCES Ed Tech III  
Ruth-Ann Little, CCES Ed Tech III  
Mary Lord, CMS Ed Tech I  
Jennifer Lufkin, Food Service Assistant  
Jason McCutcheon, CCES Ed Tech III  
Steven McGowan, CHS Custodian  
Ann Merrill, CCES Ed Tech III  
Amy Miller, Food Service Assistant  
April Miller, Food Service Manager II  
Sarah Miller, CCES Ed Tech I  
Amber Mitchell, CCES Ed Tech II  
Shawna Neal, CMS Ed Tech III  
Jeffrey O'Bar, CHS Custodian  
Sally Page, CMS Ed Tech III  
Wayne Page, CCES Custodian  
Carli Peat, CHS Ed Tech III  
Janet Pinkham, CCES Ed Tech I  
Dennise Poulin, CMS Part-time Secretary  
Christopher Pullen, CHS Custodian  
Stachia Randall, CHS Secretary II  
Michael Reynolds, District Day Custodian  
Cassandra Rice, CCES Ed Tech I  
Diane Rollins, CHS Office Manager  
Lindsey Ruggeri, CCES Ed Tech III  
James Russell, Special Services Driver

Angel Sawyer, CCES Office Manager  
Cynthia Shorey, CHS Ed Tech I  
Laura Shorey, CCES Ed Tech II  
Ann Smith, CCES Ed Tech I  
Doug Smith, CMS Ed Tech III  
Luanne Speed, Food Service Manager I  
Tavia Storman, CCES Secretary II  
Wendy Tate, CHS Ed Tech I  
Jessica Thompson, Secretary, Central Office  
Joel Trask, District Fields and Groundskeeper  
Laura Ward, CHS Ed Tech III, Library  
Connie Weymouth, CCES Ed Tech I  
Jennifer Williams, CCES Ed Tech I  
Don Wilson, CHS Ed Tech III

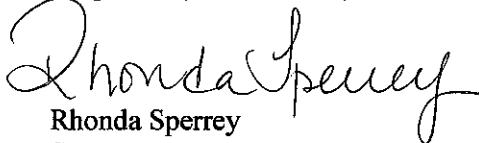
Members acknowledged Superintendent Sperrey's Schedule B appointment for 2019-2020:

Varsity Field Hockey Coach – Kaitlin Dolloff

Members set the next Regular Monthly Meeting of the Board of Directors for Tuesday, May 21, 2019 at 6:30 p.m. at Central Community Elementary School.

Upon the motion of Wanda St. Peter and second by Amy Bean, and having no further business, the meeting was adjourned at 8:56 p.m.

Respectfully submitted by,

  
Rhonda Sperrey  
Secretary