

REGULAR MEETING BOARD OF DIRECTORS

February 27, 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, February 25, 2019 in response to agenda dated February 20, 2019. The agenda was distributed to members electronically.

Members Present: Rhonda Williams, James Connolly, Wanda St. Peter, Anne Kenneson, Sherry Horn, Kim Hikel, David Nichols, Jodi Brasslett, Curtis Chadbourne, Amy Bean, Nicole Kelley, Teresa Harvey, Amy Bishop

Student Representatives

Absent: Ian Wright

Members Absent: Jodi Brasslett, Haley Emery, Robert Young, Chad Crooker, Parvanah Withee, Tonya Wozneak

Others in Attendance: Superintendent Rhonda Sperrey, CHS Principal Brett Hoogterp, CHS Assistant Principal & Athletic Director Matt Arsenault, CMS Principal Sandra Cookson, CCES Principal Dawn Nickerson, Curriculum Coordinator Jennifer Nickerson, Teachers' Association President Colin Bacon, and several teachers and staff.

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 Wanda St. Peter and second of Anne Kenneson, the Board voted to approve the minutes of the Building Committee (February 14, 2019), PDC/Policy Committee (February 11, 2019), Transportation Committee (February 4, 2019), Special Board Meeting (January 29, 2019), and Regular Monthly Meeting of the Board of Directors (January 28, 2019) as presented and to place the minutes on file as part of permanent Board records.

Unanimous

Superintendent Sperrey requested an adjustment to the agenda under Petitions and Communications to include Item B.3. Andrew Speed, CMS "B" Baseball.

Upon the motion of Nicole Kelley and second by Wanda St. Peter, members approved the agenda adjustment.

Unanimous

Petitions and Communications – Chair Williams indicated the District has received a letter of retirement from Reuben Fowlow (CMS Grade 7 Science Teacher), and Debra Maxwell (CCES Grade 4 Teacher), and a letter of resignation from Ricky Boudreau (Supervisor of Maintenance and Custodial Services), William Wall (CHS Math Teacher), and Andrew Speed (CMS "B" Baseball).

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

Reports

Superintendent Sperrey updated members on the following administrative topics:

Central Middle School Heat System Repair

The District experienced a boiler failure at Central Middle School on Saturday, January 26, 2019. A section within the original boiler installed in 1984 failed, due to a significant crack in the cast iron. An alternate heat source was installed and the building temperature was maintained between 60 and 65 degrees. Domestic hot water was also provided by an alternate heating source. Although a repair to the cracked section was attempted, it did not hold. The failing section was replaced with a new section and an asbestos abatement was completed on the accompanying piping material. With the support of District maintenance personnel, school remained opened throughout the entire repair process; no easy feat given the incredibly cold temperatures experienced during that time. A special thank you to the coordinated efforts of support services personnel contracted to do the repair work, maintenance staff, and the middle school staff.

Transportation Bid Update

The District has advertised the public bid process for transportation services for the 2019-2020 school year for the towns of Bradford, Corinth, Hudson, and Kenduskeag. Bids are due at the Superintendent's Office by Wednesday, February 27 at 3:00 p.m. A public bid opening will take place on Thursday, February 28 at 6:00 p.m. at the Superintendent's Office. The Transportation Committee expects to make a recommendation of award at the Regular Monthly Meeting of the Board of Directors on March 25, 2019.

Building Committee Update

The District Building Committee has been working with Carpenter Associates on a design for an addition to Central High School that will greatly improve the security of the front entrance to the school, while providing excellent visual observation opportunities of people coming and going. The project also includes the addition of public restrooms near the office area and a canopy covering to protect the front entrance.

The new space would be approximately 1000 sq. feet, house two administrative offices, a small conference room, and spaces for two administrative assistants similar to the spaces currently occupied. The new office area would allow visitors to the school to be screened and served from the outside, with the inclusion of a service window feature within the entrance vestibule. The space includes several windows providing great visibility of the front entrance, parking areas, and driveway. The exterior site design also includes the addition of handicapped accessible parking adjacent to the current visitor parking lot.

A timeline for this project is estimated for the summer of 2020.

Preliminary Draft Budget:

Site Work - \$40,000
Foundation - \$30,000
Building Shell - \$45,000
Interiors - \$50,000
HVAC - \$50,000
Electrical/Lighting - \$40,000
Security Window - \$10,000
Entrance Doors - \$30,000
Canopy - \$90,000
Bathroom Addition - \$180,000
Total = \$565,000

The Building Committee is also discussing a telephone system expansion at CMS and CHS and an evaluation of the current septic system at CHS.

District Vacancies

The District has advertised for several long-term sub positions: CMS/CHS Health & PE, CMS/CHS Art, and CCES Reading Recovery/Grade 1. Other openings include the Supervisor of Maintenance and Custodial Services, and Special Education teacher at CMS. The District is also looking for substitute teachers in every department and educational technicians at CCES and CHS. All vacancies are advertised on www.servingschools.com.

District Enrollment (As compared to January 1, 2019)

CCES - 526 (-4)

CMS - 241 (0)

CHS - 302 (-1)

Total = 1069

Administrator Reports

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

CHS Principal Brett Hoogterp – No items were added.

CHS Assistant Principal & Athletic Director – No items were added.

CMS Principal Sandra Cookson – Dr. Cookson shared middle school staff will be involved in the Literacy Night hosted by CCES on Thursday, February 28, 2019.

CCES Principal Dawn Nickerson – Mrs. Nickerson highlighted the upcoming Literacy Night being held at CCES and the collaborative work middle school teachers are doing with elementary school teachers and the Math Interventionist/Literacy Specialist, Mrs. Stephanie Reynolds, to organize and facilitate the evening for families on February 28, 2019 at 5:30 p.m. – 7:30 p.m.

Curriculum Coordinator Jennifer Nickerson – Ms. Nickerson shared with members that staff data on professional development sessions conducted on vertical team and in service meetings is readily available should they wish to see it.

Old Business

Board Member Affirmation – Code of Ethics

Upon the motion of Wanda St. Peter and second by Nicole Kelley, members approved the adoption of the Board Member Affirmation – Code of Conduct. This document will be distributed at the beginning of a Board member's term and each year during the reorganization meeting.

Yea – 11

Nay – 1 (Nichols)

Abstention - 0

New Business

NEASC Report Summary

CHS Principal Brett Hoogterp presented information received in the Summary Report concerning reaccreditation of Central High School. Central High School has been awarded continued accreditation. The school was given several commendations including citing the dynamic and inclusive process of developing the core values, beliefs, and learning expectations that allowed input from all constituencies in the school community, the unit overview map for subject areas, the learning map with scoring criteria,

access and availability of teachers before and after school, academic enrichment support (AES), school-wide engagement of students as active and self-directed learners, advisory program, and the overall positive school culture. In addition to several other commendations, the report also highlighted areas of need that include a need to develop a plan to improve the science lab areas, a plan to address the poor connectivity within the technology infrastructure in particular areas of the building, a plan to provide certified preventative health services and direct intervention services, and appropriate file storage within the health services office. A two-year progress report will be submitted on October 1, 2020.

Budget Update

Discussion FY19 Budget – Status Update

Superintendent Sperrey shared with members the budget currently in place is adequately addressing the financial needs of the District. Expenses incurred as a result of the boiler failure at Central Middle School have not yet been totaled, as all invoices have not yet been received. Also, the costs associated with the electrical outage back in late December have been submitted in an insurance claim of approximately \$10,000. In general, budget expenditures are on track with each Function at 40-50% of expenditures midyear.

Preliminary Discussion FY20 Budget

ED 279 reports to public school districts were released on Friday, February 15. It is expected RSU 64 will receive \$9,324,915.08 in allocation for FY20. This is \$347,867.33 more than last year. The subsidy to the District is projected to increase by \$369,276.15 and debt service will decrease by \$21,408.82 to \$1,942,113.07. The local portion of debt service will be reduced by approximately \$244 to \$21,156.00.

The Finance Committee has discussed several items for budgetary consideration:
Increases in contractual costs for transportation, professional, and support staff.
Increase to health insurance premiums – not yet known.

Ongoing training and maintenance service agreements for facilities.
Phone expansion at CMS & CHS - \$88,000 - \$90,000
Resource Officer - \$45,000 - \$50,000
Additional custodial hours at CHS - \$10,000

Given the report summary concerning CHS reaccreditation recommendations, the Committee will also examine immediate areas to address that may have a financial impact.

Financial Management

The financial position of RSU 64 as reflected in the FY18 financial audit is very strong. Historically, the District has budgeted for the summer pays of professional staff in the upcoming budget rather than accruing those costs in the year in which the services were contracted and delivered. Superintendent Sperrey has recommended to the Finance Committee that the District consider summer pays and benefits be accrued in the future.

Due to excellent fiscal management and planning on the part of the Board, the District's current fund balance, remains healthy as well. As has been discussed in the past, Mrs. Sperrey recommended the District consider the creation of capital and technology reserve accounts and to request approval of such from the taxpayers at the next District Budget Meeting.

Tentative dates for future meetings have been set:
Finance Committee – March 18, 6:00 p.m.
Finance Committee with Municipal Officers – April 9, 6:30 p.m.

Annual Authorization to Borrow Funds

Upon the motion of Wanda St. Peter and second by Amy Bean, members voted to authorize the Superintendent of Schools and Board Chair to borrow an amount not to exceed the amount of \$400,000 in the event they deem it necessary in order to meet District obligations.

Unanimous

Removal of Existing Policies and Addition of New Policies/Policy Revisions

Upon the motion of James Connolly and second by Curtis Chadbourne, members approved the removal and replacement of policies as presented.

Unanimous

Approval of School Calendar

Upon the motion of James Connolly and second by Sherry Horn, members approved the 2019-2020 School Calendar as presented.

Unanimous

Annual Evaluation of Administrators – Executive Session under 1 MRSA §405(6)(A)

Upon the motion of Wanda St. Peter and second by Kim Hikel, members voted to enter Executive Session at 9:20 p.m.

Unanimous

Upon the motion of Nicole Kelley and second by Amy Bean, members voted to return to public session at 9:55 p.m.

Unanimous

Upon the motion of Wanda St. Peter and second by Kim Hikel, members voted to extend the meeting beyond 10:00 p.m.

Unanimous

Upon the motion of Wanda St. Peter and second by Kim Hikel, members voted to enter Executive Session at 9:56 p.m.

Unanimous

Upon the motion of Wanda St. Peter and second by Kim Hikel, members voted to return to public session at 10:26 p.m.

Unanimous

Upon the motion of James Connolly and second by Wanda St. Peter, members voted to extend administrative contracts for an additional year, thereby expiring June 30, 2021, for the following individuals and to negotiate other contractual benefits at a later date:

CHS High School Principal – Brett Hoogterp

CHS High School Assistant Principal and Athletic Director – Matthew Arsenault

CCES Principal – Dawn Nickerson

CCES Assistant Principal – Kerri Wyman

Unanimous

Personnel Nominations and Confirmations

None

Upon the motion of Amy Bean and second by Sherry Horn, members approved the annual Board reorganization action be conducted during the Regular Monthly Meeting of the Board of Directors in June, 2019.

Unanimous

Members established a start time of 6:00 p.m. for the next Regular Monthly Meeting of the Board of Directors scheduled for Monday, March 25, 2019.

Upon the motion of Kim Hikel and second by Anne Kenneson, and having no further business, the meeting was adjourned at 10:32 p.m.

Respectfully submitted by,

A handwritten signature in cursive script that reads "Rhonda Sperrey". The signature is written in dark ink and is positioned above the printed name and title.

Rhonda Sperrey
Secretary