

## **Board Meetings**

The MSAD35 Board of Directors meet at 7 p.m. on the first and third Wednesday of each month, with the exception of July, August and all school vacation weeks. Meetings will be held in the Learning Center at Marshwood High School unless otherwise planned in order to accommodate safety, or other needs or requirements. The Superintendent prepares the agenda for the meeting following consultation with the Chair.

Every attempt will be made to distribute the agenda to the public via the district website the Friday before a regularly scheduled meeting. Email copies are sent to town halls, town libraries and local newspapers.

## **Board Members**

### **Eliot**

Ms. Jennifer Therrien, Vice Chair  
Mrs. Kate Claesson  
Mrs. Rebekah Barker

### **South Berwick**

Mr. Joe Long, Chair  
Ms. Lisa Flynn  
Mrs. Heather Holland

Ex Officio Secretary – Mr. John Caverly, Superintendent

## **District Leadership Team**

Superintendent of Schools, Mr. John Caverly  
Financial Manager, Mr. Ryan Cormier  
Director of Special Education, Mr. Scott Reuning  
Director of Teaching & Learning, Mrs. Heidi Early-Hersey  
Director of Communications, Mrs. Vicki Stewart

### *Principals:*

Marshwood High School, Principal, Mr. Brett Hoogterp  
Marshwood Middle School, Principal, Mr. David Creech  
Great Works School, Principal, Mr. Jerry Burnell  
Central School, Principal, Dr. Nina D’Aran  
Eliot Elementary School, Principal, Dr. Peter Harrison

# Welcome to the

# MSAD #35

## Board of Directors’ Meeting

### **Philosophy**

The mission of Marshwood School District is to provide a place where students, parents, staff and community members work together to foster a life-long passion for learning and engage all students in developing the skills and knowledge they need to be successful; live healthy lives; and become ethical, kind, compassionate, responsible citizens who thrive in an ever-changing world.

Our school community strives to:

- Create a safe, inclusive, differentiated learning environment in which all students feel safe, heard, and supported in the development of their whole selves - social, emotional, physical and cognitive.
- Ensure all students are challenged, motivated and inspired by innovative learning opportunities that meet or exceed standards.
- Advance sustainability practices and programs in district operations and infrastructure, and encourage environmental stewardship.
- Empower students to become strong, independent, growth-minded, critical thinkers who have the courage to act on their own beliefs.
- Create a districtwide culture of kindness in which students develop compassion for others and a commitment to practicing good citizenship.

## Welcome

On behalf of my fellow Directors, I welcome you to our board meeting. The board recognizes the importance of community awareness of the workings of our school district, and we respect and value your interest and involvement. Please see our public participation policy on the following page to learn how you may participate in our meetings. And once again, welcome!

With respect,  
Joe Long, Chair

## School Board Duties and Responsibilities

Maine state law charges School Boards with the responsibility *to manage the schools*. This is done essentially by selecting a superintendent and providing him/her with authority and direction. It is not the duty of the School Board to operate the schools, but to see that they are well operated.

The School Board concerns itself primarily with broad questions of policy rather than with administrative details. The application of policies is an administrative task to be performed by the superintendent and his/her staff, who shall be held responsible for the effective administration and supervision of the entire school system.

Members of the School Board have authority only when acting as a complete Board, legally in session. The School Board shall not be bound in any way by an action or statement of an individual member, except when such statement or action is in pursuance of specific instructions for the School Board.

For a more complete understanding of the role of the School Board, we invite you to visit the School Board section of the RSU35 website.

## Public Participation Guidelines

The School Board recognizes the value of public comments on school and educational matters. To permit fair and orderly expression of public comments at Board business meetings, while still allowing the Board to conduct its business efficiently, the Board has established the procedure below for regular business meetings. At special/workshop and emergency meetings, public comments will be limited to the topic(s) of the particular meeting.

In addition to speaking at Board meetings, members of the public are welcome to submit written comments on school and educational matters to the Board and Superintendent, or to submit requests to have items placed on a Board agenda, in accordance with applicable policies.

1. The Board includes a public comment period, not to exceed 30 minutes, on the agenda of regular business meetings. Comments by individuals are limited to a maximum of three minutes at a meeting. These time limits may be modified at particular meetings at the discretion of the Board.
2. The Board limits public comments to residents of Eliot and South Berwick. Residents who wish to speak are required to fill out the sign-in form available at each Board meeting, prior to the beginning of the public comment period, and review a copy of this policy. Each individual will be required to state their name and address before beginning their remarks. Non-residents who wish to address the Board regarding school and educational matters in the school unit may do so in writing.
3. The Board Chair is responsible for ensuring the orderly conduct of Board meetings and for ensuring compliance with this policy, including the following:
  - a. Speakers will be recognized by the Board Chair, and comments should be addressed to the Board Chair. Requests for information or concerns that require further research will be referred to the Superintendent for further action, as necessary.
  - b. Speakers are expected to follow rules of common etiquette, including refraining from using vulgar and/or abusive language, yelling, arguing, or making defamatory comments.
  - c. Comments or complaints concerning individuals employed by the school unit or students will not be allowed at public meetings due to confidentiality and privacy concerns. Any such concerns should be directed to the Superintendent or appropriate administrator outside of Board meetings.
  - d. The Board Chair will stop any public comment that is contrary to these rules.
  - e. Individuals who disrupt a Board meeting may be asked to leave in order to permit the orderly conduct of Board business. The Board Chair may request the assistance of law enforcement if necessary to address disruptions or safety concerns.

*Policy revised 9/1/2021*