

# Maine School Administrative District No. 11

150 Highland Avenue  
Gardiner, ME 04345

Patricia Hopkins  
Superintendent of Schools

Phone: 207-582-5346  
Fax: 207-582-8305  
[www.msad11.org](http://www.msad11.org)

Angela Hardy  
Director of Curriculum & Instruction

**REGULAR SCHOOL BOARD MEETING  
MERLE E. PEACOCK, JR. BOARD ROOM  
Thursday, January 5, 2023  
6:30 p.m.**

## **DRAFT MINUTES**

**Present:** Becky Fles, Chair; Anthony Veit, Vice Chair; Meaghan Carlson; Matthew Lillibridge; James Lothridge; Nicole Madore; Matthew Marshall; Chris McLaughlin; Diane Potter; Elissa Tracey; and Patricia Hopkins, Superintendent

**Student  
Representatives:** Alyssa Henderson

**Absent:** Theresa Guerrette; Jack Pitteroff; Sophia Mathieu

I. Call to order 00:06:12

A. The Board Chair declared a quorum present and called the meeting to order at 6:34 p.m.

II. Introduction 00:06:23 – 00:07:41

- A. Board Members
- B. Administrative Staff
- C. The Pledge of Allegiance
- D. Public Comment

III. Review and Approval of Agenda/Minutes 00:07:42 – 00:09:49

- A. Prioritization of items and alteration of the established agenda format sequence as needed.
- B. Approval of Agenda

**Motion by Anthony Veit to approve the agenda as modified, seconded by Diane Potter.**

**Voted: 11,402 – 0 Student Vote: 1 – 0**

**Motion Carried.**

C. Approval of Minutes of Previous Meetings:

- Regular School Board Meeting – December 1, 2022

**Motion by Elissa Tracey to approve the minutes of the Regular School Board Meeting, seconded by Matthew Lillibridge.**

**Voted: 11,402 – 0**

**Student Vote: 1 – 0**

**Motion Carried.**

IV. Recognition and Celebrations 00:09:50 – 00:09:51

A. None

V. Correspondence 00:09:52 – 00:09:54

- A. Resignation letter received from Christina Bourdelais, Nurse at River View Community and Laura E. Richards School
- B. Resignation letter received from Amy Melendez, District Ed Tech I at Helen Thompson School, effective December 14, 2022
- C. Retirement letter received from Jeffrey Trippe, ELA Teacher, Gardiner Regional Middle School – effective at the end of the 2022-2023 school year
- D. Resignation letter received from Zackery Hubbard, Social Studies Teacher (1-year position - ESSER Funds), Gardiner Regional Middle School

VI. Committee Reports 00:09:55 – 00:37:48

- A. Capital Area Technical Center Advisory Committee – No Meeting
- B. Curriculum Committee – December 13, 2022
- C. Dropout Prevention Committee – No Meeting
- D. Finance Committee Meeting:
  - October 25, 2022
  - November – No Meeting
  - December 20, 2022
- E. Policy Committee – December 1, 2022

**First Reading**

- |          |   |
|----------|---|
| • KCB    | Community Involvement in Decision Making                  |
| • KCD    | Public Gifts/Donations to the Schools                     |
| • KDA    | Public Information Program                                |
| • KDD    | Media Relations   |
| • KE     | Public Concerns and Complaints                            |
| • KHB    | Advertising in the Schools                                |
| • KHC    | Distribution and Posting of Community Materials           |
| • KHD    | Public Solicitation on School Property                    |
| • KI     | Visitors to the Schools                                   |
| • LDA    | Student Teaching and Internships                          |
| • ACAC   | Service Animals in the Schools                            |
| • ACAC-R | Service Animals in the Schools – Administrative Procedure |
| • DB     | Annual Budget   |
| • DBI    | Budget Implementation/Fund Transfers                      |
| • DDA    | Funds from Federal and Other Grant Sources                |
| • DFA    | Revenues from Investments                                 |

- DFF Student Activities Funds
- DH Bonded Employees and Officers – RESCIND
- DIDA Fixed Asset Policy

**Motion by Anthony Veit to approve the above policies for a second reading, seconded by Matthew Lillibridge.**

**Voted: 11,402 – 0**

**Student Vote: 1 – 0**

**Motion Carried.**

**Second Reading**

- GAHS Student Handbook - Dances
- GCGA Substitute Teachers
- AC Nondiscrimination Equal Opportunity and Affirmative Action
- ACAA Harassment and Sexual Harassment of Students
- ACAA-R Student Discrimination Harassment and Title IX Sexual Harassment Complaint Procedures
- ACAB Harassment and Sexual Harassment of School Employees
- ACAB-R Employee Discrimination Harassment and Title IX Sexual Harassment Complaint Procedures
- GCFB Recruiting and Hiring of Administrative Staff
- JJE A Participation in Academic Oriented Competition
- JJI Philosophy of Athletics
- JJIB Sponsorship and Evaluation of Athletic Programs
- JJIBA Hiring and Evaluation of Coaches
- JJIBB Sportsmanship
- JJIBC Relations with Booster Groups
- JKB Detention of Students
- JLCA Physical Examinations of Students
- JLCAA Students with HIV/Aids – RESCIND
- JLCD-R Medication Administration on School Field Trips
- JLCE First Aid and Emergency Medical Care
- JLCE-R First Aid - Administrative Procedure
- JLDDBD/JLFA Child Sexual Abuse Prevention and Response
- JLDBG Reintegration of Students from Juvenile Correctional Facilities
- JLF-E Reporting Child Abuse and Neglect – Reporting Form
- JLF-R Reporting Child Abuse and Neglect – Administrative Procedure
- JLIB Student Dismissal Precautions
- JO Employment of Students
- JRA Student Education Records and Information
- JRA-E Annual Notice of Student Education Records & Information Rights
- JRA-R Student Education Records & Information Rights - Administrative Procedures

**Motion by Anthony Veit to approve the above policies, seconded by Matthew Marshall.**

**Voted: 11,402 – 0**

**Student Vote: 1 – 0**

**Motion Carried.**

- F. Student Representatives Report
- G. Administrator Reports – December 2022
- H. Wellness Committee – No Meeting

VII. Ad Hoc Committees 00:37:49 – 00:40:17

- A. Hoch Field Committee

VIII. General Information 00:40:18 – 00:40:22

- A. Dominick Foster, Social Studies Teacher transfer from Gardiner Regional Middle School to Social Studies Teacher at Gardiner Area High School
- B. Theron Kropp, Ed Tech II – Life Skills Program, Gardiner Area High School
- C. Melissa Morin, Ed Tech I – District Ed Tech, Helen Thompson School

IX. Nominations 00:40:23 – 00:41:33

- A. Caroline Hamzavi, Elementary Art Teacher, Helen Thompson and Laura E. Richards Schools - \$40,128

**Motion by Anthony Veit, to approve the above nomination as recommended by the Superintendent, seconded by Meaghan Carlson.**

**Voted: 11,402 – 0**

**Student Vote: 1 – 0**

**Motion Carried.**

X. New Business 00:41:34 – 00:57:30

- A. Consider applying for a waiver to the Department of Education for the Gardiner Regional Middle School closure on Friday, December 9, 2022 due to illness.

**Motion by James Lothridge to apply for a waiver to the Department of Education for the Gardiner Regional Middle School closure on Friday, December 9, 2022 due to illness, seconded by Matthew Marshall.**

**Voted: 11,402 – 0**

**Student Vote: 1 – 0**

**Motion Carried.**

- B. Consideration to hire a fourth Elementary School Nurse effective immediately

**Motion by James Lothridge to approve hiring a fourth Elementary School Nurse effective immediately, seconded by Diane Potter.**

**Voted: 11,402 – 0**

**Student Vote: 1 – 0**

**Motion Carried.**

- C. Motion to approve the Transfer of Funds for the Nurse position to be made at a later date

**Motion by Anthony Veit to approve the Transfer of Funds to be made at a later date for the Nurse position, seconded by Matthew Lillibridge**

**Voted: 11,402 – 0**

**Student Vote: 1 – 0**

**Motion Carried.**

XI. Old Business 00:57:31 – 01:09:04

- A. Update of the status of the Gardiner Area High School trip to Peru
- B. Update on Strategic Planning Process

XII. Reports 01:09:05 – 01:13:40

- A. Board Chair
  - None
- B. Superintendent
  - District Emergency Radios
  - Superintendent's Winter Convocation – January 12 & 13, 2023

XIII. Executive Session 01:13:41 – 01:14:27  
(End of Recorded Meeting)

- A. Executive Session to discuss negotiations with the Gardiner Teachers' Association – 1 M.R.S.A. 405 § (6)(D)

**Motion by Anthony Veit to enter Executive Session at 7:42 p.m. to discuss negotiations with the Gardiner Teachers' Association, seconded by Matthew Marshall**

**Voted: 11,402 – 0**

**Motion Carried.**

**Exited Executive Session at 7:59 p.m.**

**No action taken.**

XIV. Adjournment

- A. Meeting adjourned at 7:59 p.m.

Attest a True Record,



Patricia Hopkins  
Secretary