

# Maine School Administrative District No. 11

150 Highland Avenue  
Gardiner, ME 04345

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Superintendent of Schools

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Angela Hardy  
Director of Curriculum & Instruction

**REGULAR SCHOOL BOARD MEETING  
MERLE E. PEACOCK, JR. BOARD ROOM  
Thursday, May 4, 2023  
6:30 p.m.**

## **AGENDA**

### **REVISED**

- I. Call to order
- II. Introduction
  - A. Board Members
  - B. Administrative Staff
  - C. The Pledge of Allegiance
  - D. Public Comment
- III. Review and Approval of Agenda/Minutes
  - A. Prioritization of items and alteration of the established agenda format sequence as needed.
  - B. Approval of Agenda
  - C. Approval of Minutes of Previous Meetings:
    - Regular School Board Meeting – April 6, 2023
    - Special School Board Meeting (Expulsion Hearing) – April 10, 2023
- IV. Recognition and Celebrations
  - A. None
- V. Correspondence
  - A. Retirement letter received from Dorothy Hinckley, Administrative Assistant, Transportation Office
  - B. Retirement letter received from Erna Fitzherbert, Student Nutrition Worker, Laura E. Richards School
  - C. Resignation letter received from Jen Dearborn, Special Ed Teacher – Behavior Program, Gardiner Regional Middle School
  - D. Resignation letter received from Kadeem Edge, Special Ed Teacher – Behavior Program, Gardiner Area High School
  - E. Resignation letter received from Alissa Craig, Special Ed Teacher – Autism Program, Helen Thompson
  - F. Resignation letter received from Elysia Sparacio, Administrative Assistant, Helen Thompson School
  - G. Resignation letter received from Jon Umland, 7<sup>th</sup> Grade Basketball Coach, Gardiner Regional Middle School

VI. Committee Reports

- A. Capital Area Technical Center Advisory Committee
  - Presentation – CATC Open House – Nick Gannon
- B. Curriculum Committee – April 11, 2023
- C. Dropout Prevention Committee – No Meeting
- D. Finance Committee Meetings –
  - February 28, 2023
  - March 7, 2023
  - March 28, 2023
  - April 4, 2023
  - April 11, 2023
  - ❖ 2023-2024 Proposed Budget Update
- E. Policy Committee – April 6, 2023 – No Meeting

First Reading – Policies

- None

Second Reading - Policies

- EBCA Comprehensive Health and Safety Emergency Plan
- EFE Competitive Food Sales-Sales of Food in Competition with the School Food Service Program
- EFE-E Chapter 51: Child Nutrition Programs in Public Schools – RESCIND
- EGAD Copyright Compliance
- EGAD-R Copyright Compliance Administrative Procedure
- IHBEAA LAU Plan
- IHBAI Independent Evaluations
- IHBAG Programming in the Least Restrictive Environment
- IHBAG-R Programming in the Least Restrictive Environment – Administrative Procedure
- IMBB Exemption from Required Instruction

Second Reading – Job Descriptions

- Literacy Specialist
- Educational Technician III – Title I Math and Reading

- F. Student Representatives Report
- G. Administrator Reports – April 2023 report
- H. Wellness Committee – No Meeting

VII. Ad Hoc Committees

- A. Hoch Field Committee

VIII. General Information

- A. Patrick Munzing, Softball Volunteer, Gardiner Regional Middle School
- B. Jamie Simpson, Softball Volunteer, Gardiner Regional Middle School
- C. Lucas Takatsu, Softball Volunteer, Gardiner Regional Middle School
- D. **Shawn Fanjoy, transfer from Special Education Teacher at Gardiner Regional Middle School to Special Education Teacher – Behavior Program at Gardiner Area High School for the 2023-2024 School Year**

IX. Nominations

- A. 1<sup>st</sup> Year Probationary Contract
  - Monica Jimenez, Nurse Elementary
- B. 2<sup>nd</sup> Year Probationary Contracts
  - Andrew Hopkins, Special Education/Middle School
  - Gerald Kiesman, English Language Arts/Middle School
  - Shaunessy LaClair, Social Studies/Middle School
  - Nicholas Denny, Science Teacher/Middle School
  - Laurie Tranten, English Language Arts/Middle School
  - Patricia Sims, English Language Arts/Middle School
  - Erin Overlock, Science Teacher/Middle School
  - Christie Jernigan, Math Learning Lab Teacher/Middle School
  - Natalie Brann, General Elementary
  - Brooke Somes, General Elementary
  - Rachel Robinson, General Elementary
  - Sarah Crane, General Elementary
  - Charlie-Mabel Savoy, General Elementary
  - Sarah Gagnon, General Elementary
  - Caroline Hamzavi, General Elementary
  - Melissa Dore, Special Education/Elementary
  - Alissa Craig, Special Education/Autism Program
  - Timothy O'Brien, Physical Education Teacher/Elementary
  - Jamie Riggan, Nurse – Elementary
  - Jaclyn O'Donnell, Nurse – Elementary
  - Meagan Abbott, Social Worker – Middle/High Schools
  - Melissa Winchester, Social Worker – Elementary
  - Michele Bosse, Speech Pathologist
  - Holly Coté, Speech Pathologist
- C. Continuing Contracts
  - Sara Minzy, Social Worker, Elementary
  - Kirsten Perry, Instructional Coach – Literacy/Middle School
  - Tracy McNaughton, ELL Teacher/District
  - Kasia Dziergas, World Language/High School
  - Jennifer Clawson, Video Production/ High School
  - Kristen Pray, Special Education/High School
  - Lauri-Beth Rankin, Physical Education/ High School
  - Dominick Foster, Social Studies/ High School
  - Chelsea Bernier, Literacy Interventionist/Middle School
  - Chad Greenleaf, Social Studies/Middle School
  - Phil Libby, School Counselor/Middle School
  - Allie Beaulieu, General Elementary
  - Freda Keyser, General Elementary
  - Elizabeth Nelson, General Elementary
  - Kashley Carter, General Elementary
  - Danielle Dedeo, General Elementary
  - Emily Hersom, General Elementary
  - Jenn Whitney, Special Education Elementary
  - Shawn Fanjoy, Special Education High School
- D. Administrative Contracts – 1 Year
  - Hope St. Denis, Assistant Principal, Gardiner Regional Middle School
  - Tiffany Cockrell, Principal, Pittston-Randolph Consolidated School

- Nicole Barton, Assistant Principal/Instructional Support, Helen Thompson School
- Jeff Ellis, Assistant to the Director of Operations
- E. Administrative Contracts – 2 Year
  - Andrea Disch, Business Manager
  - Terry McGuire, Director of Instructional Technology
  - Gabe Dostie, Director of Operations
  - Linda Sergent, Director of Student Nutrition
  - Joshua Farr, Adult Education Director
  - Sarah Bolduc-Ignasiak, Assistant Director of Special Services
  - Jarrod Dumas, Assistant Principal, Gardiner Area High School
  - Jackie Paré, Assistant Principal, Gardiner Area High School
  - Kady Gould, Principal, Helen Thompson School
  - Sara Sims, Principal, Gardiner Regional Middle School
- X. New Business
  - A. Approval of the Proposed 2023-2024 School Year Budget
  - B. Approval of the Proposed 2023-2024 Adult Education Budget
  - C. Approval of the Proposed 2023-2024 School Nutrition Budget
  - D. Request from Gardiner Iron Tiger Cubs to increase the grades serviced by the School Robotic Team
  - E. Italy and Greece Trip – Gardiner Area High School – April Vacation 2025
  - F. Paris, France, Region of Provence, Barcelona, Spain – Gardiner Area High School – April Vacation 2026
  - G. Discussion on Special Education Staffing Configuration and needs for 2023-2024 school year
- XI. Old Business
  - A. Strategic Plan Update
- XII. Reports
  - A. Board Chair
    - School Board Day at the State House – Tuesday, May 9, 2023 at 9:30 am
  - B. Superintendent
    - Snow Day Schedule Adjustment approved by the Department of Education
    - United Way of Kennebec Valley Grant - \$20,000
    - Meeting with Elected Officials – Monday, May 22, 2023 at 6 pm.
    - Important End of School Year Dates:
      - ❖ MSAD 11 Art Show – Thursday, May 18, 2023 from 3-7 pm at GAHS
      - ❖ MSAD 11 REACH Showcase – Thursday, May 25, 2023 from 6-8 pm at GAHS
      - ❖ GAHS Academic Awards – Thursday, June 1, 2023 at 6 pm at GAHS
      - ❖ GAHS Class Day – Thursday, June 8, 2023 at 8:00 am at GAHS Gym
      - ❖ GAHS Graduation – Saturday, June 10, 2023 at 5 pm at the Augusta Civic Center
      - ❖ GRMS 8<sup>th</sup> Grade Awards Ceremony – Wednesday, June 14, 2023 at 8:30 am at GRMS
      - ❖ Adult Education Graduation – Tuesday, June 20, 2023
- XIII. Executive Session
  - A. Executive Session to discuss a personnel matter – 1 MRSA § 405(6)(A)

B. Executive Session to discuss the Superintendent's Evaluation and Contract – 1  
MRSA § 405(6)(A)

XIV. Adjournment

**MAY 2023**

Focus Area: PK-5

Presenter:

**LER**

Noteworthy: Chewonki visited Grade 1 students throughout the day on April 12th. Students enjoyed listening to and participating in an interactive presentation on the “Owls of Maine”. Chewonki’s school presentations have always been well done. The presenters are patient with our students who are eager to ask many questions. The slideshow and exhibits, including live animals, captivate our young learners! Many thanks to Mr. Cullen McGough who sponsored the visit!

Challenge: As with all the schools across our district at this time of year, testing season is upon us! While scheduling and encouraging students to focus and do their best can be challenging, we do look forward to seeing the growth our students made this year. We will then use the data to set new goals for the 2023-24 school year.

**RV**

Noteworthy: We continue to focus on our 4 Bs - Be Safe, Be Respectful, Be Responsible, and Be Kind. These 4 Bs are the pillars of our school where teachers specifically teach lessons around the 4 Bs. In addition to this, Mrs. Munzing, our social worker, and I have taught a bullying prevention unit to give students the tools and knowledge to recognize the difference between bullying and conflict and what to do when they recognize bullying or they themselves are being bullied. This totaled 40 lessons that Mrs. Munzing and I team taught to each grade and classroom. **Our full time nurse has started at RV - welcome Monica Jimenez and thank you to the Board for approving this!**

Challenge: This is the first full year students have experienced what we consider a normal school year without full class quarantines and shut downs in over 3 years. After much thought when reflecting on students’ needs, both academically and socially, students are still building up their stamina to make it through a full day/week/year. In 3rd grade, this is their first regular school year in their school career, 4th grade had one year before the disruption, and 5th grade had two. This lack of stamina has resulted in an increase in behaviors, and an increase in student to student conflict, as students are still learning how to collaborate and talk with each other.

**HT**

Noteworthy: Before April break, the West Gardiner Fire Department sponsored a spring egg hunt for all PreK-5 students and our PTA held a spring Scholastic Book Fair. Local author, Joshua Marsella, is sponsoring a 5th grade writing challenge and will publish a collection of student stories without any charge to students or the school. We are so appreciative to be surrounded by the support of our community!

Challenge: Though not unique to HT, we have launched spring testing season which will last nearly all month long. This important spring testing requires students to tap into their stamina to show their best thinking even when fatigue can begin to set in for our PreK-5 learners. We are trying to be creative about ways to encourage and inspire students to work hard on each of the spring tests they’ll take this month.

**PRCS**

Noteworthy: Our fourth school nurse has officially joined MSAD 11! During the first two weeks in April PRCS had 266 visits to the nurse’s office so we are thrilled to have a full time nurse in each of our elementary schools!

Challenge: This year’s spring testing season we are adding the NWEA Through Year to the schedule.

Focus Area: 6+

Presenter: Sims

**GRMS**

Noteworthy: Rick Sieberg with our local Fire Department did a drive by of the school several times throughout the day right before break with sirens going for 8th grade students to witness a Doppler effect (a tonal drop due to decaying sound waves/decreased sound wave frequency). Students were very excited to get to see science in action and apply what they were learning to real life scenarios. Additionally, all of the ELA classes at each grade level are currently doing units on poetry where they are reading, analyzing, and writing their own poems. The hallways are full of beautiful, deep, insightful, and creative writings!

Challenge: Testing season is upon us and with the need to do two sets of testing this year, the end of year schedule is quite full. The challenge is getting students to take both sets of assessments without fatigue setting in as they are taking 5 to 6 assessments at each grade level. We want students to do their very best so our data is reflective of the growth they have actually made this year and can be used with fidelity in setting goals for the upcoming school year. We are working on some creative incentive ideas to keep them going and to keep them engaged in the assessments.

**GAHS**Noteworthy:

We are six weeks away from graduation for the class of 2023. Seniors are busy applying to colleges, universities, and training programs, and applying for scholarships.

We have had a speaker (Dan Kipp) in for class meetings to talk about the importance of healthy relationships and will be finishing class meetings with providing all grade levels with important end of the year information.

Students in grades 9-11, along with current 8th grade students have registered for their 2023/24 courses, and we are working through the process of building the 2023/24 master schedule.

Testing season is also upon us with NWEA assessments for students in grades 9 and 10, and Advanced Placement testing for students in grades 10-12.

Challenge:

Social media and substance use (primarily nicotine and marijuana products) continue to be the biggest challenge for our students.

**Adult Education**

Noteworthy: Community enrichment registrations have been 522 since the start of the calendar year, as compared to 294 from the same time frame last year. The most popular course offered was "Who gets what when? Serving as a personal representative of an estate in Maine."

We anticipate four more likely HiSET graduates for graduation on Tuesday June 20th, 2023. We have three that have completed HiSET that are not participating.

Challenge: There is a significant amount of planning happening for next year with the new information system, renewal of a large grant application, and discussions about shared adult education services. This is exciting and exhausting, it's busy now and summer is going to be just as busy!

**Athletics**

Noteworthy: Spring sports are off to a good start. The turf field has certainly assisted in getting teams playing outside before their grass fields are ready to be played on.

Challenge: No Challenges to report at this time.

Focus Area: System Directors

Presenter:

### **Business Office**

Noteworthy: The District has received its MSMA Workers Compensation mod rate for FY 2024. And the news is fabulous ...the District's mod rate has been reduced from 1.2 to .88 for the 2023 - 2024 school year.

Challenge: Struggling to find time to write a job description and hire for the new business office position. Once the budget has been set, hiring will become the priority.

### **Technology**

Noteworthy: The technology department is focused on work that needs to be completed to make the upcoming testing successful. This includes everything from configuring testing browsers, making sure student laptops are working correctly, uploading student and class rosters, and troubleshooting issues..

Challenge: Some students who are no longer enrolled in schools leave without returning equipment. Getting equipment back is time consuming.

### **Special Services**

Noteworthy: The Guided Reading Library that was purchased with funds from the American Rescue Plan has been getting alot of use. We have several teachers, K-8, who regularly borrow books to use with students.

Challenge: Using projected caseload numbers to reconfigure staffing for next year to ensure that we're meeting the needs of the students across the district, staying within regulations, being equitable, retaining good staff, and not increasing our budget.

### **Operations**

Noteworthy:

Challenge:

### **Curriculum**

Noteworthy: The United Way of Kennebec Valley has awarded our district \$20,000 to help our staff learn how to support students and families in managing anxiety. We will be contracting with Lynn Lyons, a psychotherapist that specializes in reducing anxiety through proactive strategies. Our data suggests that levels of anxiety have increased substantially since Covid and we need guidance and support to enable students to effectively access education. This continuous professional learning experience will start in the fall. Coupling that with our ongoing partnership with Healthy Communities of the Capital Area will provide our staff and students much needed opportunities for learning and improved wellness.

Challenge: We have just launched the spring assessment window. Students in grades K-11 will be engaged in online assessments in ELA, math, and science. It is always a challenge in schools to balance instruction, the need for ongoing learning data, and the end of year events.



**MSAD #11 ENROLLMENT - April 28,2023**

<b>LER</b>				<b>RVCS</b>			
<b>Principal - Karen Moody</b>				<b>Principal - Victoria DuGuay</b>			
PK	Duquette, A.	AM	14	3	McLaughlin, R.	18	
PK	Duquette, A.	PM	12	3	Robinson, R	19	
PK	Ellis, A.	AM	15	3	Savoy, C	18	
PK	Ellis, A.	PM	13	3	Storey, M.	17	
K	Chadbourne, L.		16	4	Patrick, K.	16	
K	Gagnon, S		17	4	Lorbeski, K.	19	
K	Luiz, S.		16	4	Estabrook, K	17	
K	Nelson, E.		17	5	Crane, S.	18	
1	Bishop, K.		16	5	Duca, R.	17	
1	Clary, L.		16	5	O'Brien, K.	18	
1	Lancaster, J.		16				
1	Whitman, A.		14				
2	Grant, T.		16				
2	Hersom, E		16	<b>Total Students</b>		<b>177</b>	
2	Keyser, F.		15				
2	Lowell, T.		14				
<b>Total Students</b>			<b>243</b>	<b>PITT-RAND</b>			
				K	Ciampa, L.	11	
				K	Hilton, G.	11	
				K	Somes, B.	11	
				1	Carter, K.	15	
				1	Woodcock, K.	16	
<b>HTS</b>				2	Damon, K.	15	
PK	Moore, J.	AM	14	2	Rowe, H.	16	
PK	Moore, J.	PM	12	3	Casey, L.	16	
K	Belmore, A.		15	3	Dedeo, D.	16	
K	Luken, E.		15	4	Tarrio, M.	17	
1	Bannister, B.		19	4	Webb, S.	17	
1	Brann, N		18	5	Adams, P.	14	
2	Beaulieu, A.		15	5	King, S.	15	
2	Lucas, S.		16				
3	Marx, S.		21				
3	Snow, C.		20				
4	Johnston, T.		17	<b>Total Students</b>		<b>190</b>	
4	Pare, L.		17				
5	Hanley, S.		19				
5	Lazaro, A.		20				
Steps	Craig, A.		7				
STARS	Thomas, P.		2				
<b>Total Students</b>			<b>247</b>				

<b>GRMS</b>	<b>Principal - Sara Sims</b>				<b>GAHS</b>	<b>Principal - Chad Kempton</b>		
6th Grade			160		9th Grade			158
7th Grade			150		10th Grade			137
8th Grade			140		11th Grade			154
					12th Grade			161
<b>Total Students</b>			<b>450</b>		<b>Total Students</b>			<b>610</b>
<b>GRANDE TOTAL April 28, 2023</b>								
Steps		7						
STARS		2						
PK		80						
K	Grade	127						
1st	Grade	130						
2nd	Grade	124						
3rd	Grade	147						
4th	Grade	118						
5th	Grade	122						
6th	Grade	160						
7th	Grade	150						
8th	Grade	140						
9th	Grade	158						
10th	Grade	137						
11th	Grade	154						
12th	Grade	161						
<b>TOTAL ENROLLMENT</b>		<b>1,917</b>						
<b>April 28, 2023</b>								
<b>Home School Students who access District Programs = 9</b>								
	<b>28-Apr</b>	<b>31-Mar</b>	<b>Change</b>		<b>28-Apr</b>	<b>30-Apr</b>	<b>Change</b>	
	<b>2023</b>	<b>2023</b>			<b>2023</b>	<b>2022</b>		
Laura E. Richards School	243	243	0		243	256	-13	
River View Community School	177	177	0		177	170	7	
Helen Thompson School	247	248	-1		247	261	-13	
Pittston-Randolph Consolidated School	190	190	0		190	207	-17	
Gardiner Regional Middle School	450	455	-5		450	441	9	
Gardiner Area High School	610	618	-8		610	616	-6	
<b>Totals</b>	<b>1917</b>	<b>1931</b>	<b>-14</b>		<b>1917</b>	<b>1951</b>	<b>-34</b>	