

"A Caring School Community Dedicated to Excellence"

REGIONAL SCHOOL UNIT #38 BOARD OF DIRECTORS

Maranacook Community High School

March 1, 2017, 6:30 p.m.

AGENDA

1. Call to order:
2. Student Representatives Reports (10 min.)
3. Citizens' Comments: (5 min.)
4. Additions/Adjustments to the Agenda by Board and/or Superintendent: (5 min.)
5. Action/Discussion/Informational Items: (45 min.)
 - a. Approval of Minutes of February 1, 2017*
 - b. Consideration of Out-of-State Travel, Boston, MA, May 11-12, 2017*
 - c. Consideration of Out-of-State and Out-of-Country Travel, Washington, DC; Paris, France; Normandy, France, June 17-29, 2017*
 - d. Acceptance of donations*
 - e. Report from Participation Fees/Late Bus Study Group
 - f. Request for Exception to Nepotism Policy*
 - g. Acceptance of resignation due to retirement, June 2017, Elementary Librarian, Janet Adelberg
 - h. Acceptance of resignation due to retirement, June 2017, HS English, Paula Weisberger
6. Budget Workshop: (60 min.)
 - a. Update(s) from last budget workshop
 - b. Co- and Extra-Curricular
 - c. Operations and Maintenance
 - d. Transportation
 - e. Miscellaneous Cost Centers/Accounts (Adult Education, Food Service, Health, Professional Development/Curriculum, Systems Administration, Debt Service)
 - f. Board questions
 - g. Citizens comments regarding budget
 - h. Board discussion
7. Informational Items: (10 min.)
 - a. Reports:
 - Principals*
 - Adult & Community Educ. Dir.*
 - Finance Manager*
 - Health Center Director
 - Special Education Director
 - Curriculum, Assessment & Instruction Dir.*
 - Superintendent of Schools*
 - Staff Association
 - b. Ad Hoc Group: Awesome Bear Society – 03/08/17, MCHS, 6:30 p.m.
 - c. Committee Reports:
 - Administrator/Teacher Evaluation (Educator Effectiveness)* – 03/29/17, Supt's Office, 3:30 p.m.
 - Alternative Education/Drop Out Prevention – 03/15/17, MCHS, Room 149, 5:30 p.m.
 - Capital Area Technical Center (CATC) – 02/28/17, Augusta, 10:30 a.m.
 - Communications*
 - Health Services Advisory Council – 03/21/17, MCHS Media Ctr., 6:30 p.m.
 - Policy – 03/06/17 and 03/20/17, Superintendent's Office, 6:00 p.m.
8. Adjournment:

* Attachments

Any citizen who wishes to add an item to the agenda may do so by notifying the Board Chair or the Superintendent's Office, in writing, ten days prior to the Board's next scheduled meeting.

REGIONAL SCHOOL UNIT #38 BOARD OF DIRECTORS
Maranacook Community High School Student Center
February 1, 2017
Minutes of Meeting

Present: Chair Terri Watson, Vice Chair Melissa O'Neal, Wendy Brotherlin, Jon Caron, Gary Carr, Kelly Crotteau, Joan Farrar, Malcolm Hardy, Trish Jackson, Betty Morrell, Shawn Roderick, Lucas Rumler, Adam Woodford

Student Representative: Hannah Woodford

Administrators: Superintendent Donna Wolfrom, Principals Jeff Boston, Dwayne Conway, Janet Delmar, and Rick Hogan, Adult and Community Education Director Steve Vose, Special Education Director Ryan Meserve, Technology Director Diane MacGregor, Finance Manager Brigitte Williams, Director of Curriculum, Instruction and Assessment Nancy Harriman

1. Call to order: Chair Watson called the meeting to order at 6:30 p.m.

2. Student Representative Report:

High School Representative Hannah Woodford reported on recent activities at the High School including the Show Chorus/Band Concert, Teen Issues, and the recent fundraisers. Mid-terms were the week of January 16th, and Winter Carnival is coming up. The sports and academic teams are having a great season with the Debate teams placing 4th and 6th, and the math team placed 4th. The GAPP trip is scheduled for next month.

3. Citizens' Comments: none

4. Additions/Adjustments to the Agenda by Board and/or Superintendent: none

5. Action/Discussion/Informational Items:

a. Report from Auditor Ron Smith

Ron Smith, Principal of RHR Smith Co. reported on the District's June 2016 audit, noting the District is at its best financially since his firm first became the auditors for the District. For 2016, RSU #38 has received an Unmodified Opinion, which is the highest opinion you can receive. The equity position was about \$582,000; last year was about (\$146,000). The food service program continues to operate in the black. A little attention is needed to student activities; warrants. Maine Care settlement – originally the audit settlement was \$800,000; it was settled for \$56,000. Page 52 will show the details of that.

b. Approval of Minutes of January 18, 2017

MOTION by Carr, second by Hardy to approve the minutes as presented.

Question was asked regarding the citizens' comments section of the minutes and why the names of the parents and staff who spoke were not listed in the minutes, noting it was not the best representation of the parents speaking that evening. **Motion Carried:** 12 in favor, 1 opposed (Woodford)

c. Acceptance of donation – Cole Land Transportation Museum

MOTION by Morrell second by O'Neil to accept the donation from Cole Land Transportation Museum as presented. Discussion ensued. **Motion Carried:** unanimous

d. Accept resignation due to retirement – Sandy Hunter, School Nurse

MOTION by Carr, second by Morrell to accept the resignation of Sandy Hunter with regret.

Motion Carried: unanimous

e. First Probationary Teacher Appointment, William Malsbury, HS Alternative Education

MOTION by Carr, second by Morrell to appoint William Malsbury a first probationary teacher contract, HS Alternative Education as recommended. Discussion ensued. **Motion Carried:** unanimous

f. Consideration of request for leave of absence, September – December, 2017, John Hirsch

Superintendent Wolfrom reported that according to Policy GCCA, an extended leave of absence for an employee may be granted at the discretion of the school board for a period of up to one school year. The overriding consideration in granting or denying any such leave will be the welfare of the students. With the current shortage of world language teachers, she expressed her concern with finding a substitute who is fluent in French for a short period of time. While the leave request meets the criteria for extended leaves, she does not support granting this leave of absence at this time.

MOTION by Morrell to approve the leave of absence as presented, second by Carr. Discussion ensued. Question was asked if there is a replacement for Mr. Hirsch. There is not a replacement at this time. Question was also asked about the UMaine Augusta French class Mr. Hirsch is responsible for in the Dual Enrollment Program and whether approving his request would jeopardize this program. Mr. Hirsch responded that he has not notified UMA of his request, but that the program he currently teaches is a one semester course. He has taught it over a one year period, but that is not necessary. It would be a wonderful opportunity for John and his family, policy does state we have to keep kids in mind; trouble finding world language teachers; concerned about the district; program with UMaine Augusta and John teaches in that program.

Concerns were raised regarding the District's ability to fill the position and the continuation of the Dual Enrollment class for students next year.

Chair Watson reported that she knows of someone who has an interest in filling a long-term French position.

Mr. Hirsch continued that he would be back before the end of first semester and would be back for the full second semester; it is very important to get kids to certain proficiency level, but it is not a concern of his that they will not reach proficiency and not get those credits. He added that he will put in place a series of things the students need to get done while he is not here and he will be back by the first of January to oversee their education. Mr. Hirsch reiterated that the professor was ok with the course as a one semester course, but he can talk with her about his request for a leave.

M.Hardy added that the Board's policy states overriding consideration is the well-being of the students. Can this decision be delayed for a couple of weeks while the Superintendent does a little research on this? Superintendent Wolfrom responded that she can do some research and see what we come up with.

MOTION by J.Caron to table the vote on this request until the next meeting, seconded by M.Hardy.

Chair Watson asked for a vote on the original motion to grant the request.

Motion Carried: 9 in favor, 3 opposed (Caron, Carr, Hardy), 1 abstention (O'Neal).

g. Update on Manchester Elementary School

Superintendent Wolfrom reported that the Facilities Committee met on January 26 and invited two parent representatives from Manchester, Craig Garofalo and Jeremy Payne, to work with them on the issues that pertain to the Manchester Elementary School air quality. The Superintendent reviewed the next steps as outlined in the minutes from the Facilities Committee meeting.

S. Roderick commented regarding an email that several board members received, but excluded him. The email mentioned his name specifically regarding the mold issue. The email asserts he was rude with emotions and facial expression, and that he was playing with his phone at the last meeting. He apologized if he offended anyone, stating he was dealing with personal issues at the time. The

email further asserts that people on the Board don't care about children. He hopes the Board gets back to starting the meetings with something that is good. He thanked Principal Delmar and Superintendent Wolfrom for the handling of the Manchester situation.

A. Woodford added that it is a hard thing for this Board to understand, that the people who are coming to the Board have already talked to administrators. The employees that brought it forward should be commended.

h. Policy Second Readings

EBCA, Emergency Response Plan – MOTION by Carr, second by Caron to accept Policy EBCA as presented. **Motion Carried:** unanimous

GCCA, Extended Leaves of Absence – MOTION by Carr, second by Morrell to accept Policy GCCA as presented. **Motion Carried:** unanimous

GCFB, Recruiting and Hiring of Administrative Staff - MOTION by Carr, second by Morrell to accept Policy GCFB as presented. Motion Carried: unanimous

i. Policy First Readings: ABB/GBB, Staff Involvement in Decision Making; ADAA, School System Commitment to Standards for Ethical and Responsible Behavior; CHA, Development of Administrative Procedures; GCOC, Evaluation of Administrative Staff; IKB, Homework Guidelines; KHB, Advertising in the Schools (new); KHC, Distribution of Non-School Materials (new); Removal of Policy KH, Advertising/Solicitation in Schools (replacing with KHB and KHC)

Superintendent Wolfrom reviewed the changes being recommended by the Policy Committee as outlined in the Policy Committee minutes of January 23, 2017.

Discussion/Questions - Pertaining to Policy ADAA, it was requested that the Student Code of Conduct also be reviewed since it was last updated in 2003; there is also an error in that it refers to eight basic qualities, and only seven are listed.

Regarding Policy KHC request was made to add something that states not-for-profit organizations can still send flyers home.

Superintendent Wolfrom asked that any comments and/or questions regarding the list of policies under first reading should be forwarded to her or Donna Foster prior to the next Policy Committee meeting on February 13th.

6. Budget Workshop:

a. Updates from last budget workshop

Superintendent Wolfrom reported that the original budget includes an anticipated health insurance increase of 10%, which includes several changes in employee health care benefits (changes in plans) in the amount of \$338,000. Also the required Maine PERS match (retirement) has increased by 18%, going from 3.36% to 3.98%; for a total increase in the FY18 budget by \$60,000. No information has been received regarding the state subsidy, but the Maine School Superintendents Association sent a letter to the Commissioner of Education expressing the need for districts to have this information as we work on developing our budgets. The names of the District's legislative delegates are included in board member folders and will be added to the website. Superintendent Wolfrom reminded board members that the budgets being presented are "original request" budgets and that administrators will continue to work on these budgets throughout the next months with the board's budget goal in mind, "Promoting student success in all areas as we strive for academic excellence, while maintaining fiscal responsibility."

b. Technology

Director of Technology Diane MacGregor presented the Technology budget. She shared a story about the resourcefulness of the department and how they were able to take advantage of

donations from Kents Hill School (10 SmartBoards), and purchase 8 SmartBoards from Ruth's Reusables at a cost of \$200.00 each.

The original budget request for the Technology department includes upgrading the elementary school computer labs, and hiring a K-5 technology integrator (80%).

The equipment currently being used in the computer labs are the old MacBooks and they have been updated as far as they can go. Upgraded equipment is also needed to administer state and local testing to students.

Currently RSU 38 contracts tech support to the Fayette School for one-half day a week. The proposal includes hiring an 80% technology integrator for the elementary schools. Fayette would pick up 20% of the person hired, which would create a full-time position. This would enable the technology department to provide "just in time" support for the elementary school teachers. This proposal would increase MS to 100% technology integrationist

D.MacGregor reminded the Board that when the District did the MLTI refresh last year it was late in the season to make the switch; MLTI kept the cost of year 1 the same as it would have been year 4 of the MLTI contract. For FY18 the cost will be \$31.00 more per computer. Year 2 payments for MLTI will be \$3,086 more for the middle school and \$11,966 more for the high school. The high school is more because the district gets assistance from the State of Maine for the grade 7 and 8 computers.

Questions from Board:

Explain the technology staff at MS and HS.

High School – Lori Twiss, teacher; Jeff Tracy, technician repairs computers for the 3 labs at the high school as well as the office computers and adult education office computers.

The Middle School has a 60% technology integrator (about 3 days); and this person also provides a half-day each at the elementary schools. Norm Robichaud, IT Manager/Tech Support, repairs computers at the middle school and elementary schools. Both Norm and Jeff provide support at the Central Office, bus garage and food service. Diane MacGregor oversees the Technology Department. There are also 2 elementary ed tech ILLs who run the computer labs at the elementary schools: 3 days at MES, 2 days at MVES, 1 day at WES and 3 days at RES.

What would it do to your program if we went from 25 to 12 computers in the elementary labs?

Who develops the overarching curriculum for IT? Is programming part of that curriculum?

There is a technology plan, and there is a curriculum. The High School offers programming courses.

c. Special Education

Special Education Director Ryan Meserve reviewed the department's staffing level at the schools, noting that the staff had a lot of math professional development this year. He is not proposing any new staffing at this time, but explained the possibility of new students at any time and having to accommodate them. There will be some shifting of staff from building to building.

Question from Board

Why is there such an increase at Mt. Vernon Elementary? This is due to a benefits change.

d. English Language Learners (ELLs)

Superintendent Wolfrom reported that there are no changes planned for the ELLs program, but, as with special education, needs may change based on enrollment. The increase is due to projected salary and benefit increases.

e. Gifted and Talented

Director of Curriculum, Instruction and Assessment Nancy Harriman reported that for Gifted and Talented they are projecting a slight decrease, with very few programmatic changes. Staffing includes 3 fully certified, highly qualified G/T teachers serving the district, which has a very positive impact on programming. She reviewed how students are identified as well as plans to provide curriculum based field trips by allocating funds in the amount of \$500 for each level. They will also be

updating testing by shifting to an online format. The department was able to save in other areas so there is not additional costs for these improvements.

Questions related to whether families have access to certain programs at home. There is nothing specific that the district is paying subscriptions for children to use at home but the elementary ed techs maintain a porta portal that is available for anyone that has internet access to use at home.

f. Board Questions on budget: (department questions asked after each presentation)

Request for a chart on staffing going back to when the district consolidated.

g. Citizens comments on budget: none

h. Board discussion: see above

7. Informational Items:

Discussion/questions regarding the Principals' reports:

What about technology to help you improve the scores at the elementary level?

Administrators spoke on the importance of the infrastructure being up to date; there's nothing more frustrating than to have a student make it through a percentage of a test and have the infrastructure fail and they have to take it over again. Updated infrastructure will make a difference in how the curriculum is implemented.

Request for statistics on students who "partially meet" and "do not meet", as well as historical data on testing statistics. Would like to see this data shared in the reports.

Question – Have you tried having a teacher from another school to administer DRA tests instead of the classroom teacher? Principal Delmar responded no, the classroom teacher administers it; for students receiving special education services the test is administered by the special education teacher. This is a time consuming assessment and requires more time in scoring. She explained the importance of calibrating the test; teachers who administer the test also co-score so that they are on the same page. This benefits the students so that their teachers will see what the strengths of the student are as well as the weaknesses. Classroom teachers are responsible for this and use this information for their instruction to the students.

Middle School Principal Rick Hogan was asked if he could use more interventionist support. R.Hogan replied that if he had this data when he put his budget together the ed tech request would have been for an interventionist. He added that his staff is also looking at technology such as i-Ready.

Mr. Hogan was also asked about the Habits of Work and Habits of Works Rubrics - how will those be connected to the HS. He replied that he is not sure yet; the staff has accessed the HS rubrics as well as other middle schools' rubrics. They want to make sure they put in place something that is similar to the HS but not identical. He hopes to have a working draft by the end of the year to start using next year.

8. Adjournment: **MOTION** and second to adjourn at 9:00 p.m.

Respectfully submitted,
Donna H. Wolfrom, Superintendent/Secretary
D. Foster, Recorder

RSU #38

Maranacook Area Schools – Field Trip Request FormPlease submit request to office at least 3 weeks prior to field trip***Out-of-State and/or Overnight Trips must be sent directly to the Superintendent for Board approval***

Select One: (for full definitions, please refer to Policy IJOA)

- Field Trip – takes place during the school day and is organized and conducted by one or more RSU 38 employees as a means of accomplishing particular curricular objectives.
- Competition Trip – related to an academic, artistic, athletic, or other student competition or performance that involves individual students or teams.
- Other School-sponsored Trip – organized and conducted by one or more employees as a supplement to the curriculum, as a class social activity, or as an activity planned by a student club or organization.
- Non-school-sponsored Travel – organized by employees, parents or others that is not an extension of the instructional program or school-sponsored activities and has not been approved as a school-sponsored trip.

School: Maranacook HS Date of trip: 5/1-5/12 Destination: Northeastern University Boston, MADeparture time (from school): 1pm on 5/1 Return time (to school): 9:30pm 5/12

- Bag lunches will be needed (please confirm with Food Service 1 week before trip)

Teacher: Gower/Streeter/Abbott/Demillo Grade level(s): 9-12Number of students: 26 Number of chaperones: 4 Cost of activity: ~~\$240.00~~ \$240.00 per studentCost of transportation*: \$2500.00 Transportation paid by: Families

(If not paid by school, please include billing information including mailing address)

Paid By: Families
(School, Parent Association, specific student activity account, other)Educational objectives: (Include description of activities, pre-trip activities, correlation with curriculum, concepts/skills learned, follow-up lessons.)
(Use back side or attach sheet for objectives if needed.)To practice public speaking & debate, To engage in real current global issues & research possible solutions, To relate to students from diverse backgrounds through academic workPlanned Stop(s): Kennebunk Rest AreaSites(s) have been notified: ✓ Yes No (Including food establishments)Notification of transportation needs made to Transportation Director: (Date) N/A
(Final approval of transportation arrangements dependent upon availability of bus & driver) Other Transportation arrangements have been made - please specify: Custom Coach Gorham, MEStorm Date: N/ADwight Conley
Principal's SignatureRecommended

Not Recommended _____

1/30/17
Date

*Cost of transportation based upon cost per mile as determined through budget process (driver, bus, gas, depreciation)

Copies: send electronically ONLY

1 copy to Transportation Director

1 copy to Food Service Director (if during lunch)

Model United Nations Conference Proposal

The Maranacook High School Social Studies Department respectfully requests permission to attend the Model UN Conference at Northeastern University in Boston, MA on May 11-12.

- This allows students the opportunity to take on the roles of a country in the UN and debate issues
- Students from all over New England attend
- Students develop skills around policy debate, and learn about other countries and cultures

Students pay for the cost of the Conference, overnight accommodations, and transportation. The Department and these 26 students have been working on their own time after school to prepare for the conference. This will be the thirteenth year we have participated. Student's parents will sign permission slips to attend this conference. Transportation is being provided by Custom coach & Limousine Bus Company out of Gorham, ME. Overnight accommodations will be at the Holiday Inn Express in Saugus, MA.

Thank you for your consideration!

Shane Gower on behalf of the High School Social Studies Department

RSU #38

Maranacook Area Schools – Field Trip Request FormPlease submit request to office at least 3 weeks prior to field trip***Out-of-State and/or Overnight Trips must be sent directly to the Superintendent for Board approval***

Select One: _____ (for full definitions, please refer to Policy IJOA)

 Field Trip – takes place during the school day and is organized and conducted by one or more RSU 38 employees as a means of accomplishing particular curricular objectives. Competition Trip – related to an academic, artistic, athletic, or other student competition or performance that involves individual students or teams. Other School-sponsored Trip – organized and conducted by one or more employees as a supplement to the curriculum, as a class social activity, or as an activity planned by a student club or organization. Non-school-sponsored Travel – organized by employees, parents or others that is not an extension of the instructional program or school-sponsored activities and has not been approved as a school-sponsored trip.School: Maranacook High School Date of trip: 6/17-6/29/17 Destination: Washington, DC; Paris, France; Normandy, FranceDeparture time (from school): Morning 6/17 Return time (to school): 6/29 Evening Bag lunches will be needed (please confirm with Food Service 1 week before trip)Teacher: Shane Gower Grade level(s): 11Number of students: 1 Number of chaperones: 1 Cost of activity: \$300-400 each for flight +
Portland to DCCost of transportation*: \$300-400 Transportation paid by: Teacher, Parents (All remain costs paid by National History Day)
(if not paid by school, please include billing information including mailing address)Paid By: Teacher, Parent - All meals, hotels, & transportation from DC to France paid by National History Day
(School, Parent Association, specific student activity account, other)Educational objectives: (Include description of activities, pre-trip activities, correlation with curriculum, concepts/skills learned, follow-up lessons.)
(Use back side or attach sheet for objectives if needed.)To learn about sacrifice and WW2 through the stories of the fallenTo develop research skills and public speaking skillsMore info on attached project description

Planned Stop(s): _____ N/A

Sites(s) have been notified: Yes _____ No _____ (Including food establishments)

Notification of transportation needs made to Transportation Director: (Date) N/A
(Final approval of transportation arrangements dependent upon availability of bus & driver) Other Transportation arrangements have been made - please specify: Teacher & parentStorm Date: N/ADawnayre Conway
Principal's SignatureRecommended

Not Recommended _____

1/6/17
Date

*Cost of transportation based upon cost per mile as determined through budget process (driver, bus, gas, depreciation)

Copies: send electronically ONLY

1 copy to Transportation Director

1 copy to Food Service Director (if during lunch)

Normandy Institute Proposal

I respectfully request permission to attend the Normandy: Sacrifice for Freedom Institute along with student Madison Taylor from June 17 to June 29, 2017. This Institute offers the unique opportunity for a student and a teacher to learn about sacrifice and World War Two through the stories of the fallen. Each student and teacher team reads and discusses about World War Two for several months, and each student selects a solider from their state who is buried in the Normandy American Cemetery to research. Then in June, the teams travel to Washington, DC and then on to France. The teams will visit the D-Day beaches and related museums as well as the National Archives, the World War Two Memorial, and the Smithsonian Museum in Washington, DC. In the end, each student will deliver the eulogy for the soldier they researched at the gravesite in Normandy.

This program required a rigorous application process. With the support of Dr. Wolfrom and Principal Dwayne Conway, a contest was held at Maranacook open to all Juniors to write an essay asking to be considered for this program. A panel of educators from our District read the applications and selected Madison Taylor. After this Madison and I had to submit an application to National History Day. Only 15 teams of teachers and students were selected nationwide out of the applicants. We were fortunate in that we were selected as one of the teams. 14 other teachers and 14 other students from other parts of the country will also be participating in this trip and program. Each teacher and student must pay their own airfare from home to Washington, DC. However, everything else in the trip (hotels, meals, airfare from DC to France, etc.) is covered by National History Day. Madison will be assigned a student roommate of the same gender and I will be assigned a teacher roommate of the same gender for the duration of the trip.

Attached is more information about the program. We are requesting approval to attend the Normandy: Sacrifice for Freedom Institute in June. Please let me know if you have any questions.

Thank you for your consideration!

Shane Gower



NORMANDY: SACRIFICE FOR FREEDOM®



The *Normandy: Sacrifice for Freedom® Albert H. Small Student & Teacher Institute* takes students and teachers on the journey of a lifetime to explore WWII history through the life of a Silent Hero who is memorialized in the Normandy American Cemetery. This program is made possible through the generous support of Mr. Albert H. Small.

Applications are now closed for the *Normandy: Sacrifice for Freedom® Albert H. Small Student & Teacher Institute*. We hope to notify accepted participants by December 31, 2016.

About the
Institute

Silent Heroes

Sponsorship

In June 2017, fifteen student/teacher teams will engage in a rigorous study of D-Day and

© 2016 | National History Day | 4511 Knox Road, Suite 205 |

College Park, MD 20740 | (301) 314-9739

[Send Email](#) | [Privacy Policy](#) | [Shop Policy](#)

Administration, students will research and learn about the life of a soldier, sailor, airman, Marine, or Coast Guardsman in order to build a website once they return from France.

In June, the teams will travel to Washington, D.C., where the students and teachers will be immersed in lectures and activities presented by World War II historians and they will participate in a scholarly study of the war memorials in the D.C. area in order to understand the cost of war.

On the final leg of the journey, the group will travel to France and walk in the footsteps of history in Normandy. In addition to learning from local historians and curators, students will study and make presentations on various aspects of the Normandy Campaign that they have individually studied throughout the year. The Washington, D.C. and Normandy portions of the institute will require significant walking. Please be sure that you are able to walk up to two miles on uneven terrain, in variable weather. Please be aware that due to health issues this is a tobacco free trip.

The last day in Normandy will be a day of remembrance. The students will present a eulogy at the grave of a Silent Hero buried at the Normandy American Cemetery based on their individual research of a member of the U.S. military who made the ultimate sacrifice.

Teams will return to the U.S. together, teachers are required to return from France with their student and accompany them to their final destination. Once the teams return from France, teachers will help their students as they work to build their Silent Hero websites, which will be used to immortalize and pass on the memory of American sacrifice to later generations.

Please note that due to logistical arrangements, family members are not able to accompany the teams on the program.

Acceptance of Donations
February 15, 2017

5d.

Donor	Amount	Department
Tammy & Dan McLaughlin	\$280.00	Assorted school supplies for Mt. Vernon Elementary School
Awesome Bear Society	\$894.00	GAPP Student Account
Awesome Bear Society	\$300.00	Girls' Softball Account



MARANACOOK AREA SCHOOLS

A Caring School Community Dedicated to Excellence

Donna H. Wolfrom, Ed.D.
Superintendent of Schools

Nancy Harriman, Ph.D.
Director of Curriculum, Instruction & Assessment

Tel. 207-685-3336

Ryan Meserve
Special Education Director

Brigette Williams
Finance Manager

Fax. 207-685-4703

5f.

TO: RSU #38 Board of Directors

FROM: Donna Wolfrom, Superintendent

SUBJECT: Request for Exception to Nepotism Policy

DATE: February 10, 2017

I am writing to request approval for an exception to Policy BCC/GBCA, Nepotism.

I have a request to continue to employ a substitute teacher who is a family member of a school board member. They live in the same household. This substitute teacher is a certified teacher and has been substituting for the district as well as volunteering weekly. As you know, we struggle to find certified substitute teachers. Approving this exception would be beneficial to the students and helps to fill an immediate need in our schools.

Per the Nepotism Policy, the Board may approve exceptions to the policy where the Board determines that granting such an exception is in the best interest of the school. I recommend approval of this request.

DHW/d

New Program / Position / Purchase Request

6b.

Program Title: 7th Grade Soccer	School/Grade/Department: Middle School
Brief Program Description: Add 7th Grade Girls & Boys Soccer Teams to the Extra Curricular Options	
Program Objectives: A few years ago 7th Grade Soccer was eliminated due to budget cuts and reduced number of schools to play against. Other schools are now adding back 7th Grade teams. Adding back 7th Grade Soccer would allow additional students to participate.	
Projected Number of Students to be Served:	276
Program Costs:	\$4,900 Salary, Benefits, Officials

Program / Position / Account Evaluation Template
2017-2018

6c.

Program Title: RSU #38 Maintenance Projects 2017-2018		School/Grade/Department: All Schools / Pre-K - 12 / Maintenance			
Brief Program Description:					
To maintain district buildings & grounds safely & efficiently. Routine maintenance will help to prolong the life of the district facilities.					
Program Objective:					
To maintain district facilities safely & efficiently and to prolong their life.					
MES - Parking lot and driveway	5,000	Cold patch and crack fill	C		
MES - Roof	14,000	Additional section of roof	C		
MES - Shrubs and bushes	4,000	Remove and loam area by dumpsters	C		
MES - Painting	7,000	Interior & exterior painting	C		
MES- Electrical	500	Panel circuit identification & equipment	C		
MES- Walkway	500	Repair entry way cement	S		
MES- Siding	500	Repair siding around building	S		
MES - Basement	3,500	Seal floor and walls, install doors	S		
MES TOTAL	35,000				
MTV- Parking lot and driveway	8,000	Cold patch and crack fill/tar kitchen walkway	C		
MTV- Roof	2,500	Replace sky light	C		
MTV - Roof GYM	20,000	Additional section of roof	C		
MTV - Septic	1,000	Till and seed	C		
MTV - Play ground	1,500	Chips, sand, loam	C		
MTV- Under ground tank	60,000	Remove under ground oil tank	C		
MTV - Carpet	11,350	Replacement of hallway carpet	C		
MTV - Painting	7,000	Interior & exterior painting	C		
MTV- Electrical	500	Panel circuit identification & equipment	C		
MTV- Brick-block-cement walls	3,000	Repair/Restore mortar bricks and cement	S		
MTV TOTAL	114,850				
RES- Parking lot and driveway	5,000	Cold patch and crack fill	C		
RES- Under ground tank	60,000	Remove under ground oil tank	C		
RES - Well	13,000	DRILL NEW WELL/expansion tank	C		
RES- Chimney	2,000	Cap Chimney/water in boiler room (not used)	C		
RES- Steps	1,000	Cement steps out back facing soccer field	C		
RES - Windows	5,600	Window and glass door replacement replacements	C		
RES - Painting	7,000	Interior & exterior painting	C		
RES- Electrical	500	Panel circuit identification & equipment	C		
RES- Play ground	1,000	New 8x8 timbers and fence repair	S		
RES- Out buildings	1,400	Restore, level, new door; paint 4 buildings	S		
RES- Exterior walls	1,000	Brick and siding repair	S		
RES- Window screens	1,000	Replace window screens 61	S		
RES- Tile floor	2,000	Tile floor out side GYM repair/replace	S		
RES TOTAL	100,500				
WES- Parking lot	5,000	Cold patch and crack fill	C		
WES - Roof	30,000	Road side replace 3 and 7	C		
WES- Steps	5,500	Repair cement steps front entrance & loading doc	C		
WES - Windows	4,200	Replace Computer lab & 5 basement	C		
WES- Outside doors	6,200	Replace 6 doors with swing out crash bar	C		
WES- Bathrooms	5,000	Replace floor in staff bathroom	C		
WES- Heat	8,000	Replace mixing valve and controls	C		
WES - Painting	7,000	Interior & exterior painting	C		
WES- Electrical	500	Panel circuit identification & equipment	C		
WES-Fence and shed	1,000	Fence & shed repair and gate	S		
WES- Brick-block-cement walls	2,000	Repair/Restore mortar bricks and cement	S		
WES - Ramp Town office	700	Rebuild w/railing, gutter work	S		
WES - Siding	5,000	Repair a section of building and pillar rot	S		
WES - Windows	1,000	Install awning	S		
WES-Ceilings	3,000	Replace ceiling tiles 2 class rooms	S		

WES TOTAL	84,100		
MCMS- Parking lot and driveway	5,000	Cold patch and crack fill	C
MCMS- Booster water pumps	29,250	Replace with new control skid	C
MCMS - Gym Floor	1,900	Gym floor recoat	C
MCMS - Painting	7,000	Interior & exterior painting	C
MCMS- Electrical	500	Panel circuit identification & equipment	C
MCMS- Stairs	22,000	Install new stairs north end of school	S
MCMS- Windows	1,200	Screen replacements/window repair	S
MCMS- Floor	500	Lunch room tile repair	S
MCMS TOTAL	67,350		
MCHS - Parking lot and driveway	5,000	Cold patch and crack fill	C
MCHS- Parking lot	4,500	Prep modular area for expanded parking lot	C
MCHS- GYM	87,000	New Bleachers	C
MCHS - Gym Floor	2,040	Gym floor recoat	C
MCHS - Bio lab Sink Replacement	25,000	Replace all sinks in Biology Lab	C
MCHS - Painting	10,000	Interior & exterior painting	C
MCHS - Electrical	500	Panel circuit identification & equipment	C
MCHS - Siding	10,000	Repair a section of building rot	S
MCHS- Inside Walls	3,500	Insulate/Build walls between room 162 and 163	S
MCHS- Bathroom/locker rooms	3,000	Replace partitions shower stalls	S
MCHS - Locker replacement	13,000	Start replacing damaged lockers	S
MCHS TOTAL	163,540		
MCS - Tennis Court	27,110	Repair & repaint of tennis courts	C
MCS- Sediment Pond	12,000	Dredge clean out drains and maintain	C
MCS- Grounds	1,200	Forest management plan update	C
MCS TOTAL	40,310		
TRANS- Septic	500	Tree and brush removal	C
TRANS- Parking lot and driveway	2,500	Grading and cold patch repair	C
TRANS- Roof	22,500	Replacement roofs sub buildings	C
TRANS- Chimney	1,250	Repair chimney top roof up	C
TRANS - Painting	7,000	Exterior walls need painting	C
TRANS- Electrical	500	Panel circuit identification & equipment	C
TRANS- Fences	500	Fence repair	S
TRANS- Out Buildings	1,500	Tractor door replaced	S
TRANS- Exterior walls	2,000	Masonry block repair, siding and vent repair	S
TRANS TOTAL	38,250		
SUPERS OFFICE- Parking lot	2,000	Grade and add gravel	C
SUPERS OFFICE- Fuel shed	300	Repairs and painting	S
SUPERS TOTAL	\$2,300		
DISTRICT- Security	5,500	Start a Grand Master Key System	C
DISTRICT- Signs	1,000	Replacement signs	S
DISTRICT TOTAL	6,500		
Total Projects in the Budget	652,700		
Total of Building Project 2016-2017	344,950		
Increase in Cost of Building Projects	307,750		
Summary of Projects Eliminated or Reduced			
Total of Projects Eliminated or Reduced	-		
Projected Number of Students to be Served:	1200		
Program Costs:	652,700		
Maintenance Project Costs Increase	307,750		

New Program / Position / Purchase Request

Program Title: Maintenance Equipment		School/Grade/Department: All RSU-38 schools
Brief Program Description:		
District - Purchase New zero turn mower Kubota Diesel		14,669
MES - Vacuums		1,000
MES - Snowblower		1,500
MTV - Vacuums		1,000
MTV - Floor Machine		5,500
RES - Vacuums		1,000
WES - Vacuums		1,000
MMS - Vacuums		1,000
MMS - Floor Machine		5,500
MMS - Lunch Tables		3,000
MHS - Vacuums		1,000
MHS - T3 Auto Scrubber		6,200
MHS - Lunch Tables		3,000
Program Objectives: Maintain all RSU-38 Buildings & Grounds		
Projected Number of Students to be Served:		
Program Costs:		\$ 45,369.00

New Program / Position / Purchase Request

Program Title: Maintenance - Classroom Furniture (New Category)		School/Grade/Department: All RSU-38 schools
Brief Program Description:		
District - Music Risers (each school budgets \$600)		3,600
MES - 6 Classroom Stools		300
MTV - 2 Magnetic White Boards		600
MTV - 2 Folding Tables		600
MTV - Floor Machine		5,500
RES - Podium & Microphones		1,000
WES - 15 Computer Lab Chairs		750
MMS - Classroom Tables & Bookcases		1,725
MHS - Desks, Tables, Chairs (start replacement plan)		6,200
Program Objectives: Needed classroom furniture		
Projected Number of Students to be Served: 1200		
Program Costs:	\$	20,275.00

New Program / Position / Purchase Request

Program Title: District HVAC Maintenance Contract	School/Grade/Department: District
Brief Program Description: Increase Siemen's Maintenance Contract to be a complete maintenance agreement on HVAC systems.	
Program Objectives: To maintain our systems for best performance.	
Projected Number of Students to be Served: 1200	
Program Costs:	\$26,400 Increase

New Program / Position / Purchase Request

Program Title: Maintenance	School/Grade/Department: All RSU-38 schools
Brief Program Description:	
Hire 2 summer grounds employees 40 hours a week June 1st to Sept 1st	
Program Objectives:	
Provide support for all RSU-38 ground Mowing, trimming, bush and shrub trimming, powerwashing buildings, weeding and maintaining gardens Raking, painting and any other grounds work needed	
Projected Number of Students to be Served:	
	1200
Program Costs:	
	@ \$10.00 hr \$10,400 ER Taxes \$1,292

Program / Position / Account Evaluation Template

6d.

Program Title: Transportation - School Bus Purchase	School/Grade/Department District Transportation						
Brief Program Description: Transporting students to and from school, field trips, and co & extra curricular activities							
Program Objectives: To purchases buses on a rotating basis to replace aging buses. Buses are replaced approximately every 12 - 14 years. To purchase two new buses to replace buses which are 14 & 15 years old and have over 180,000 miles on them. Requested two replacement buses from the State of Maine. The State currently has only approved one replacement bus. The second replacement bus will be put into round two approvals, but those approvals will not take place until this summer/fall.							
Projected Number of Students to be Served: All Students							
Program Costs: <table><tbody><tr><td>2 New Replacement Buses</td><td>\$</td><td>46,000 4 Year Lease Purchase</td></tr><tr><td>Total</td><td>\$</td><td>46,000</td></tr></tbody></table>		2 New Replacement Buses	\$	46,000 4 Year Lease Purchase	Total	\$	46,000
2 New Replacement Buses	\$	46,000 4 Year Lease Purchase					
Total	\$	46,000					

New Program / Position / Purchase Request

Program Title: Staffing - Pediatric Digital Audiometer	School/Grade/Department: RES, WES, MES, MVES
Brief Program Description: To purchase a Pediatric Digital Audiometer	
Program Objectives: <p>Revised Chapter 45, Rule for Vision and Hearing Screening in Maine Public Schools, states that Pre-K screening must be done within 30 days of the start of the school year. The equipment the district owns is designed for children six years and older. When we had Headstart collaborative Pre-K programs, Headstart would bring their age appropriate equipment to do this screening. Next year none of our Pre-K programs will be Headstart collaborative programs because we do not have enough Headstart eligible students in the district. We will need to purchase this equipment.</p>	
Projected Number of Students to be Served: 60	
Program Costs: \$ 2,300	

RSU #38 LEASE/PURCHASE AGREEMENTS

LEASING COMPANY	EQUIPMENT PURCHASED	PAYMENT	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
DISTRICT WIDE														
Gorham Savings Leasing	District Wide Siemens Energy	49,524.00	07/15	07/15	07/15	07/15	07/15	07/15	07/15	07/15	07/15	07/15	07/15	07/15
Androscoggin Bank	District Wide Copiers-Refinance	26,177.14					09/10	09/10	09/10	09/10				
Androscoggin Bank	Bus - #4DRBUAAN0FB036387	21,418.61			10/18	10/18	10/18	10/18						
Androscoggin Bank	MS Air Handling Unit Upgrade	15,211.95			09/11	09/11	09/11	09/11						
Androscoggin Bank	Bus - #1BAKGCPA2FG315226	22,185.82				10/22	10/22	10/22	10/22					
Androscoggin Bank	Bus - #1BAKGCPA4GF315227	22,185.83				10/22	10/22	10/22	10/22					
Androscoggin Bank	LED Lighting - MS/HS Exterior	5,127.27					08/19	08/19	08/19	08/19				
Androscoggin Bank	Security Cameras - MS/HS	7,512.47					10/16	10/16	10/16	10/16				
Gorham Savings Leasing	Bus - #1BAKGCPA9GF324725	22,688.50					10/15	10/15	10/15	10/15				
Gorham Savings Leasing	Bus - #1BAKGCPA1GF324726	22,228.23					10/15	10/15	10/15	10/15				
Androscoggin Bank	Bus-1BAKGCPA8JF335696	22,524.87						10/14	10/14	10/14	10/14			
MARANACOOK														
Siemens Financial	Energy Management Retrofit	93,024.96	09/28	09/28	09/28	09/28	09/28	09/28	09/28	09/28	09/28	09/28		
MANCHESTER														
Siemens Financial	Energy Management Retrofit	11,878.71	09/28	09/28	09/28	09/28	09/28	09/28	09/28	09/28	09/28	09/28		
MT. VERNON														
Siemens Financial	Energy Management Retrofit	6,695.12	09/28	09/28	09/28	09/28	09/28	09/28	09/28	09/28	09/28	09/28		
READFIELD														
Siemens Financial	Energy Management Retrofit	16,466.41	09/28	09/28	09/28	09/28	09/28	09/28	09/28	09/28	09/28	09/28		

RSU #38 BONDS

DEBT SERVICE	PROJECT	DUE DATE	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
MMBB (20 years)	MS Construction-Interest only	5/1	120,987	109,191	97,130	85,068	73,007	60,945	-	-	-	-	-	
	MS Construction-Prin & Int.	11/1	528,869	533,907	517,409	504,708	492,885	425,000	425,000	425,000	425,000	425,000	425,000	
MMBB (20 years)	Field Construction-Interest only	5/1	2,491	2,248	2,000	1,751	1,503	1,255	613	-	-	-	-	
	Field Construction-Prin & Int.	11/1	11,241	10,998	10,658	10,398	10,148	9,897	8,750	8,750	8,750	8,750	8,750	
MMBB (20 years)	HS Construction-Interest only	5/1	30,139	27,986	25,783	23,478	21,123	18,501	15,880	13,259	10,637	7,978	5,319	2,659
	HS Construction-Prin & Int.	11/1	124,149	119,176	120,490	118,199	115,942	113,344	110,677	108,014	105,374	102,674	99,976	97,104

DEBT RETIREMENT

2/10/2017

Description	Yearly Pmt.	Retirement	Funding
Siemen's Phase I Energy Audit Lease			
Manchester	11,878.71		
Mt. Vernon	6,695.12		
Readfield	16,466.41		
Maranacook	93,024.96		
Total Yearly Payment	128,065.20	9/28/2019	Local
Middle School Contruction Bond	425,000.00	11/1/2020	State/Local
85.76% of the Middle School Construction was approved by the State of Maine and is part of the subsidy formula. Total subsidy is split between State & Local funding based on valuation. The Local percentage is 70.6% and State is 29.4%.			
State Funds	107,163.00		
Local Funds	317,837.00		
Athletic Field Construction Bond	8,750.00	11/1/2020	Local
Siemen's Phase II Energy Audit Lease	49,524.00	7/15/2021	Local
High School Renovations Bond	101,308.00	11/1/2022	Local
Amount listed is principal only, additional interest is also owed based on principal balance.			
SUMMARY OF LOCAL DEBT RETIREMENT			
Local Debt Retired 9/28/2019	128,065.20		
Local Debt Retired 11/1/2020	326,587.00		
Local Debt Retired 7/15/2021	49,524.00		
Local Debt Retired 11/1/2022	101,308.00		

FINANCING OPTIONS FOR MAJOR REPAIR & RENOVATION PROJECTS

Bond Process

Legal Oversight Required
Request for Qualification Process (RFQ)
Referendum Approval
Upfront Initial Funding for Architect/Engineer
Can Reimburse District from Bond
Total Architect Fee % of Project \$
If Referendum Fails Still Owe Architect
Bonding for All Projects Done Once
Possible Change Orders Increasing Costs

Lease Purchase Process

Legal Oversight Required
Request for Qualification Process (RFQ)
School Board Approval
No Upfront Funding for ESCO

Fee Based on Actual Time
Negotiated Fee if Project Does Not Move Forward
Can Break Projects into Phases, Times, & Leases
Performance Contracting for Eligible Projects

Elementary Principals' Report

March 1, 2017

Janet Delmar (MES & MTV)

Jeff Boston (RES & WES)

7a.

	Pre-K	K	1	2	3	4	5	Total
MES	11/11	17/17	12/14	13/15	23	13/13	15/16	190
RES	14/12 WES - 2	12/12	14/15	21	16/17	14/17	26	189
MTV	10	15	20	13/13	19	17	19	126
WES	0	7	11	12/11		11/13		65

Readfield Elementary

eMPower/MEA Assessment 2015-2016 ELA Results for RES	Percent Significant Below Standard	Percent Below Standard	Percent At Standard	Percent Above Standard
3rd	0% (0)	31% (8)	35% (9)	35% (9)
4th	22% (4)	22% (4)	39% (7)	17% (3)
5th	17% (5)	17% (5)	33% (10)	33% (10)
RES Overall ELA	12% (9)	23% (17)	36% (26)	28% (22)
State Overall ELA	24% (9,242)	28% (10,810)	31% (12,225)	20% (7,529)

eMPower/MEA Assessment 2015-2016 Math Results For RES	Percent Significant Below Standard	Percent Below Standard	Percent At Standard	Percent Above Standard
3rd	8% (2)	27% (7)	31% (8)	35% (9)
4th	6% (1)	39% (7)	50% (9)	6% (1)
5th	20% (6)	37% (11)	17% (5)	27% (8)
RES Overall Math	8% (9)	34% (25)	33% (22)	23% (18)
State Overall Math	21% (8,301)	38% (14,699)	31% (12,078)	10% (4,029)

Wayne Elementary

eMPower/MEA Assessment 2015-2016 ELA Results for WES	Percent Significant Below Standard	Percent Below Standard	Percent At Standard	Percent Above Standard
3rd	31% (4)	8% (1)	31% (4)	31% (4)
4th	36% (4)	27% (3)	18% (2)	18% (2)
5th	0% (0)	11% (1)	56% (5)	33% (3)
WES Overall ELA	22% (8)	12% (5)	35% (11)	27% (9)
State Overall ELA	24% (9,242)	28% (10,810)	31% (12,225)	20% (7,529)

eMPower/MEA Assessment 2015-2016 Math Results for WES	Percent Significant Below Standard	Percent Below Standard	Percent At Standard	Percent Above Standard
3rd	23% (3)	15% (2)	46% (6)	15% (2)
4th	18% (2)	36% (4)	36% (4)	9% (1)
5th	0% (0)	11% (1)	56% (5)	33% (3)
WES Overall Math	14% (5)	21% (7)	46% (15)	19% (6)
State Overall Math	21% (8,301)	38% (14,699)	31% (12,078)	10% (4,029)

Mt. Vernon Elementary

eMPower/MEA Assessment 2015-2016 MtVES ELA Results	Percent Significant Below Standard	Percent Below Standard	Percent At Standard	Percent Above Standard
3rd	19% (3)	25% (4)	31% (5)	25% (4)
4th	25% (4)	25% (4)	44% (7)	6% (1)
5th	43% (9)	14% (3)	29% (6)	14% (3)
MtVES Overall ELA	30% (15)	21% (11)	34% (18)	15% (8)
State Overall ELA	21% (8,301)	38% (14,699)	31% (12,078)	10% (4,029)

eMPower/MEA Assessment 2015-2016 MtVES Math Results	Percent Significant Below Standard	Percent Below Standard	Percent At Standard	Percent Above Standard
3rd	6% (1)	13% (2)	63% (10)	19% (3)
4th	19% (3)	44% (7)	31% (5)	6% (1)
5th	5% (1)	57% (12)	24% (5)	14% (3)
MtVES Overall Math	9% (5)	40% (21)	38% (20)	13% (7)
State Overall Math	21% (8,301)	38% (14,699)	31% (12,078)	10% (4,029)

Manchester Elementary

eMPower/MEA Assessment 2015-2016 MES ELA Results	Percent Significant Below Standard	Percent Below Standard	Percent At Standard	Percent Above Standard
3rd	12% (3)	20% (5)	28% (7)	40% (10)
4th	7% (2)	18% (5)	38% (10)	39% (11)
5th	0% (0)	27% (6)	50% (11)	23% (5)
MES Overall ELA	7% (5)	21% (16)	37% (44)	35% (26)
State Overall ELA	21% (8,301)	38% (14,699)	31% (12,078)	10% (4,029)

eMPower/MEA Assessment 2015-2016 MES Math Results	Percent Significant Below Standard	Percent Below Standard	Percent At Standard	Percent Above Standard
3rd	16% (4)	24% (6)	48% (12)	12% (3)
4th	14% (4)	32% (9)	29% (8)	25% (7)
5th	5% (1)	64% (14)	27% (6)	5% (1)
MES Overall Math	12% (9)	39% (29)	35% (26)	15% (11)
State Overall Math	21% (8,301)	38% (14,699)	31% (12,078)	10% (4,029)

Elementary School Circus

The circus came to town in mid-February and our students in grades 2, 3, 4, and 5 were the performers. They were able to show their parents what they've been doing in physical education classes such as: juggling, plate spinning, stilt walking, and lots of other fun circus skills. Thank you to Barbara Godfrey, PE teacher and our ringmaster, for her time and effort as well as our young performers. It was a treat for everyone.

Mount Vernon Bikes for Books!

From March 2nd through March 30th Mount Vernon Elementary students will have the opportunity to participate in "Bikes for Books", a Reading Incentive program, sponsored by the Masons of Mount Vernon. This year, a boy and a girl from EACH GRADE LEVEL, K-5, will have the chance to win a brand new bike; complete with helmets, just for reading books!!! Students will be required to complete a book response sheet, appropriate to their grade level, in order to be entered into the drawing. We are hoping to make a bookworm that will extend the entire inside perimeter of the school representing all of the books that the students have read. In kindergarten, books that are read aloud to the students by parents can qualify, however, in grades 1-5, students must be the ones doing the reading.

Wondering where to get books? The Mount Vernon town library, the school library, and even classroom libraries are great places to find good fit books! Thank you to the Mount Vernon Masons for their generosity and support with promoting literacy!

The drawing for the bikes for books will be held on March 30th at 2:00 in the gymnasium at Mount Vernon Elementary School. Board members are welcome to attend and to check out our reading school-wide bookworm.

Manchester Elementary School Spirit Week and Camp Read S'more

The students at MES participated in a Camp Read S'more Read-a-thon that began with a kick-off assembly on Friday, February 10th followed by a VIP Dance that evening in the gymnasium. The theme this year was focused on camping - *Who doesn't love to camp out with a good book*. Students were asked to read to three very important people in their life. When the students returned their recording sheet they received a bookmark from their classroom teacher. Instead of collecting pledges a donation box was set up at the VIP dance. The money raised goes to the MES literacy fund. This fund helps purchase reading/literacy materials for classrooms.

Parent/Teacher Conferences

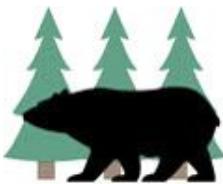
Believe it or not, the second trimester ends on March 3rd. Where has the time gone? The following dates and times have been set aside to have these important conversations with our students' parents on their child's academic, behavioral and social progress as well as our continued partnership between school and home in support of our students. The time for conferences are from 3-7 pm and the dates are as follows:

RES: March 8th & March 14th

WES: March 9th & March 15th

MTV: March 9th & March 13th

MES: March 8th & March 14th



"A Caring School Community Dedicated to Excellence"

02/22/2017

Student Population:	6th	96	(35M/61F)
	7th	96	(40M/56F)
	8th	88	(41M/47F)
	Total	280	(116M/164F)

RESULTS FROM THE WINTER NWEA IN MATH AND READING (January 2017)

Below are the results of our Winter NWEAs. In looking at our math results, the 6th grade is still a concern. Although they were above the Expected Average as a group in the fall, they fell below the Expected Average as a group in the winter. They are the one group currently below the National Average in math. The percent of students Making Expected progress can be misleading as the average improvement from fall to winter is 4 points, however the standard error for the assessment plus or minus 3.2 points. Our RTI group and math staff are already looking ahead to the third trimester and next fall in addressing how best to support this group. As mentioned at the last board meeting we will be piloting Transitions to Algebra with a group of 6th graders that are below the 20th percentile based on feedback from MCHS, with the goal of having them ready for Algebra I when they transition to 9th grade. The overall scores of the groups in the 7th and 8th grade are progressing in a positive direction and within expected norms.

NWEA Math Winter (January) 2017

Grade	MCMS Fall Average Score	MCMS Winter Average Score	Expected Winter Average Score (Normed)	MCMS % Below National Average	MCMS % At or Above National Average	MCMS % Making Expected Progress (Normed)	MCMS Grade Level Range of Scores
6	218.0	218.2	222.1	53% (50)	47% (44)	35% (31)	181-256
7	224.4	228.9	226.1	42% (39)	58% (55)	65% (58)	187-273
8	230.5	233.7	229.1	19% (16)	81% (68)	51% (42)	194-251

Our NWEA scores in reading continue to be strong relative to the national normed data. Over 70% of our students in each grade level are at or above the national average, and the Winter Average Score for each group is several points above the normed Expected Winter Average. Even with these results, we recognize that we have students who need support. In the second trimester we began to have students receiving RTI services that were below the 20th percentile on the NWEA access the i-Ready online program. This program provides differentiated instruction both through online activities and targeted small group and 1-on-1 instruction that is given by our RTI Literacy Specialist. We are hoping to expand the number of seats available next year so that all RTI Literacy students can take the online diagnostic assessment, which allows us to narrow down and pinpoint the particular skills that each student needs to develop.

NWEA Reading Winter (January) 2017

Grade	MCMS Fall Average Score	MCMS Winter Average Score	Expected Winter Average Score (Normed)	MCMS % Below National Average	MCMS % At or Above National Average	MCMS % Making Expected Progress (Normed)	MCMS Grade Level Range of Scores
6	215.8	217.6	214.2	29% (27)	71% (68)	49% (45)	172-238
7	222.0	223.5	216.9	22% (21)	78% (74)	55% (49)	189-257
8	225.7	227.1	219.1	16% (13)	84% (70)	51% (42)	190-253

At the end of January our entire school took part in Healthy Decisions Day, our annual day long event focused on helping students make good decisions around peer pressure, alcohol and drug use, as well as coping and refusal skills. Several local experts were able to join us and share their skills and knowledge with our students. The Day One Treatment Center was able to bring young adults from their program who have struggled with substance abuse and share how they are trying to recover. Skip Gates presented and discussed the documentary "The Opioid Effect" which was based on the loss of his son, a lifelong overachiever and Olympic-level skier at UVM, to heroine. Officer's Bourque and Campbell talked about how choices you make now can narrow your choices in the future. Ms. Provost from the Family Violence Project looked at how self-esteem, family, and friends can influence your choices and the warning signs that a relationship may be more negative than positive. Ainsley Price and our own staff member Anne Archambault discussed the relationship between substances and brain development. Students were also able to partake in zumba, crochet, knitting, and yoga as ways to cope with daily stress.

Student Led Conferences were cancelled in February due to the weather, so our first round of conferences will be taking place on Thursday, March 2. The February conferences have been rescheduled for Thursday, March 9. Parents who were initially snowed out have been asked to go in and reschedule their appointment times as we recognize that what might have worked in February may not work a month later.

Fifty-two of our 8th graders were chosen to participate in the NAEP (National Assessment of Educational Progress) in February, which is also known as "The Nation's Report Card." This national assessment is given each year, however schools are required to participate every other year and only if they are chosen to by state level NAEP administrators. Our students took either a math or reading assessment using tablets connected to a NAEP server through a router that the proctors brought with them. We will not receive individual or building data, however the results will go towards the overall survey of the country.

Winter Spirit Week, which was organized through the work of Anna Satterfield, Adam Scarpone and a dedicated group of students, was somewhat shortened due ironically to winter. Although many of the events scheduled during our regular activity times were able to be held, we had to postpone the cardboard sled races and the four way volleyball tournament (6th vs. 7th vs. 8th vs. Staff) until March given the time that was lost. We plan to use these events as part of a celebration/decompression following the end of the weeklong MEA/eMPower assessments.

UPCOMING EVENTS:

- 2/28 MCHS Incoming 9th Grade Course Registration Due
- 3/2 Student Led Conferences
- 3/7 MCMS PTO showing of "Screenagers" at PAC, 6:30 PM
- 3/9 Student Led Conferences (rescheduled from February)
- 3/20 Week of MEA/eMPower State Assessment for all grades (Math, Reading, Literacy)
- 3/27 Trimester 3 begins

Submitted by Rick Hogan, MCMS Principal



MARANACOOK COMMUNITY HIGH SCHOOL

RSU#38

2250 Millard Harrison Drive
Readfield, Maine 04355
Office (207)685-4923
Fax (207)685-9597

7a.

Dwayne Conway, Principal
Al MacGregor, Athletic Director

Kristen Levesque, Assistant Principal

Kelly Thompson, Office Coordinator
Kimberly Radley, Guidance Chair

March School Board Report

Dear RSU 38 Board Members,

2016-17 Goals Update: I am so proud of how far our faculty have come in identifying our areas of responsibility and setting growth goals to better support our students. In January, the high school leadership team evaluated the progress that has been made on the high school goals for 2016-17. Below is a summary the goals and the progress made.

GOAL: 9th grade English: 69% of students will achieve high or high average scores “above the 60th percentile”

PROGRESS: Met the goal of 69% of students achieving high or high average scores.

GOAL: Algebra 1: 75% of students who are assessed on the CCSS (listed below) will achieve proficiency (“3”) CCSS:A- REI.3, A- REI.6, N- Q.1

PROGRESS: One common assessment has been given. We need to compile the data. The math department will provide an update at the 3/2 leadership team meeting.

GOAL: Grades 9 & 10 Classes: 90% of curriculum guides and unit maps will be complete, with the additional 10% anticipated on being complete by July 1.

PROGRESS: World language and math are done, Social Studies has been working with Nancy Harriman and will work with her until complete. English is close to being done, Science is close to having 50% of theirs done, Fine Arts is about 30% done.

GOAL: World Language: By the end of level 1, 50% of students will attain proficiency in one or more areas.

PROGRESS: The department is piloting their version of the APPL; Assessment is done in April.

GOAL: World Language: By the end of level 2, 75% of students will attain proficiency in one or more areas.

PROGRESS: Assessment is done in April.

GOAL: Discipline and Restorative Justice: 75% of students who commit a major behavioral violation resulting in: Police involvement; In-school suspension; Out of school suspension; and/or Completion of bullying paperwork, will receive at least one form of restorative justice.

PROGRESS: All students serving an in-house or out-of-school suspension have filled out the restorative justice form. This is working very well. Goal was for 50% with 4+ Restorative Justice Strategies being used. CURRENTLY AT: 79.5%

GOAL: Geometry: 75% of students who are assessed on the CCSS (listed below) will achieve proficiency (“3”) CCSS: G-CO.1, G-CO.10, G-CO.12

PROGRESS: This is on track. Two of three standards have been completed to date.

GOAL: 10th Grade English: 83% of students will achieve in the average or above (above the 41st percentile).

PROGRESS: 85% of the students achieved the goal of scoring in the average or above average percentile, exceeding the goal of 83%.

GOAL: Grades 9-11 Science: An additional 2% of students will score in the proficient or above range on the MEA Science Assessment held in March.

The scores from the 2013 – 2015 assessments are as follows:

-2015: 34% of MCHS grade 11 students were at or above proficient.

-2014: 37% of MCHS grade 11 students were at or above proficient.

-2013: 38% of MCHS grade 11 students were at or above proficient.

PROGRESS: Recently received the data for last years MEA test. The department is completing an analysis of released items and how to better support students.

Winter Carnival: Winter Carnival will be held the week of February 27th. Student Senate's School Spirit committee has work very hard to make this a great event. Some things that set this year's Winter Carnival apart from some recent years would be an all day Carnival event on Friday March 3rd. Student Senate proposed this through the High School leadership team with the intent to accomplish a greater participation in the carnival activities by our student body. They thought it was important for students that might not be able to attend after school events due to a transportation concern, to have the ability to join in. Additionally, some of our staff voiced the desire to increase staff teams that compete against our students. As a result, we will be hosting a full day event on Friday March 3rd. Winter Carnival is an important event at Maranacook because it allows students to lead, project manage, recruit and create inclusive opportunities that elevate school spirit in a positive manner.

8th Grade Parent Night: On Thursday February 16th, we held our eighth grade parent night. It really was a great success and the feedback from parents was extremely positive. We have worked hard as a school to make Maranacook one of the best high schools in the state. We had 22 staff members in attendance for the night. This is not a night that staff members get paid to attend. I am extremely appreciative of the effort put forth by all our staff members who attended that night to help 8th grade parents and students feel positive about the transition from the middle school to the high school. As we all know, that can be a difficult and scary transition for students and parents. Part of our success at Maranacook is based off of the incredible support network we have created over the past four years. This can be evidenced through our MIYHS data that shows our students have the highest average in the state for feeling safe in school.

Our unparalleled dual enrollment program, our intervention system which includes Focus Time, Freshmen Team, Habits of Work rubric, Writing Center, Alternative Program, administrator home visits, the amount of 7th and 8th graders who take courses at the high school and the use of common platforms such as Google Classroom and e-Backpack.

Enrollment: 369

9th Grade: 85, 10th Grade: 94, 11th Grade: 95, 12th Grade: 95

Sincerely,

Dwayne Conway-Principal

Kristen Levesque-Assistant Principal

Kelly Thompson-Office Coordinator

**Adult and Community Education
March 2017
Board Report**

7a.

Whether your dream is to get a high school diploma, go to college, or take an enrichment class, we take great pride at Maranacook Adult and Community Education in supporting our local community members by helping to expand their career choices and improve their quality of life!

Maranacook adult and community education helps support the senior citizens in our surrounding four communities with education, camaraderie and even technical help, all provided through our Senior Café. The Senior Café runs every Monday morning from 9-11:00AM (excluding summer vacation, school holidays and snow days), and offers seniors a chance to socialize over hot coffee and blueberry muffins as well as interact with a wide variety of guest speakers and educational and enrichment programs.

Upcoming for February, March and April 2017 we currently have:

February

27 – Growing Roses with Sue McIntire of Longfellows Greenhouses

March

6 – Protecting Seniors from Exploitation - Maine Legal Services for the Elderly

13 – Cohen Center Overview of Activities and Services - Nick Cloutier

20 – Wolfneck State Park Presentation

27 – Budget Overview and Q & A - Superintendent Donna Wolfrom

April

3 – A Mountaineering and Rock Climbing Odyssey - Steve Vose

10 – No Programming Currently Scheduled

24 – Understanding Medicare and Medicade and Long Term Care Events - Carrie Peabody

If you know of anyone 50 years old and older, who would enjoy joining our group, please forward this schedule information on to them. Also, it is often difficult to consistently find high quality speakers and educational programs to offer to the seniors and as such if you or anyone you know would like to present to the group, please call me direct at 685-4923 x1009 and I would be happy to discuss.

***To register for classes or programs please visit our website: maranacook.maineadulted.org or call us at 685-4923, ext. 1065.**

Thank you,

Stephen Vose

**WARRANT ARTICLE RECONCILIATION
REGIONAL SCHOOL UNIT NO. 38
2016-2017
February 23, 2017**

7a.

DESCRIPTION	APPROVED	TRANSFER	REVISED	EXPENDED	ENCUMBERED	REMAINING	% REMAIN
Regular Instruction	7,052,343.00		7,052,343.00	4,387,547.57	21,929.83	2,642,865.60	37.48%
Special Education	2,119,502.00		2,119,502.00	1,168,541.61	700.00	950,260.39	44.83%
Career & Technical Educ.	0.00		0.00	0.00	0.00	0.00	#DIV/0!
Other Instruction	426,471.00		426,471.00	238,481.33	1,986.51	186,003.16	43.61%
Student & Staff Support	1,637,529.00		1,637,529.00	1,033,975.54	40,927.55	562,625.91	34.36%
System Administration	567,089.00		567,089.00	382,522.00	3,204.50	181,362.50	31.98%
School Administration	920,217.00		920,217.00	620,843.00	3,693.37	295,680.63	32.13%
Transportation	947,642.00		947,642.00	624,209.67	68,600.72	254,831.61	26.89%
Facilities/Maintenance	2,165,731.00		2,165,731.00	1,629,192.92	155,137.16	381,400.92	17.61%
Debt Service	564,733.00		564,733.00	548,240.73	0.00	16,492.27	2.92%
All Other Expenses	87,063.00		87,063.00	57,787.21	0.00	29,275.79	33.63%
TOTAL BUDGET	16,488,320.00	0.00	16,488,320.00	10,691,341.58	296,179.64	5,500,798.78	33.36%

As of today's date we are optimistic that the overall budget for Regional School Unit No. 38 remains sound as budgeted for fiscal year 2016-2017

Please do not hesitate to contact me with any questions, comments or suggestions through e-mail at brigitte_williams@maranacook.org or telephone at 685-3336.

7a.

To: RSU #38 Board of Education
From: Nancy Harriman, Director of Curriculum
Re: Board Report, 2/21/17

Grade 8 Parents Night at MCHS

I'm sure others will be reporting on this event, also, but last Thursday night's orientation evening for incoming eighth graders and their families was a totally feel good event I feel compelled to share. I'll leave it to Mr. Conway to report on attendance and numbers. Here are some curriculum and instruction related observations.

First, over the years I have had the opportunity, as many of you probably have, to attend many such orientation events for a class/cohort of incoming students. This evening was among the best; it was efficient, informative, and carefully orchestrated to balance brief formal informational announcements with informal meet, greet, eat, and get your personal questions answered segments.

My experience started with setting up for the "Fair" segment to take place in the gym after the pizza, brief introductions, and greetings by many faculty and staff in the student center. The format for the "Fair" included approximately 20 tables representing different disciplines and programs available to freshmen students (i.e. World Languages, Mathematics, Guidance, Proficiency-based Diplomas, Extra Curricular Activities). What was significant about this? First, because the custodial staff was short on help that night, the assistant principal and teachers were busy eagerly arranging and setting up tables according to a floor plan sketch they had developed. They had easy to read signs they made for each table, and soon more teachers came in from the student center to set up their displays and materials. Teachers complimented each other on their displays and the pervasive mood was *we are all here for the students*. Looking around the gym, it was apparent that although MCHS is a relatively small, rural high school, caring faculty and staff offer students a rich array of curricular and co-curricular learning opportunities!

My next stop was pizza with parents and staff at a table in the student center prior to the brief presentations. One of the new faculty members at the high school was there with his young children and numerous colleagues and students stopped by to greet them. We all were enjoying the hot food and a chance to relax and visit for a few minutes prior to the next "meeting." Parents at our table shared that their first child transitioned comfortably to the middle school so they were not apprehensive about the next transition to the high school. The sense of community that I have always associated with Maranacook was alive in that room!

Mr. Conway soon opened the informational sessions. His remarks were substantive, acknowledging issues that faculty were addressing, and emphasizing the growth of dual enrollment classes available to students. The assistant principal was clear about common behavioral expectations for students, and also emphasized open communication with families. That the principal and assistant principal visit every freshman student and family at their home prior to the start of school is phenomenal! It reminded me of the founding mission and philosophy of Maranacook, to know and serve the students and their families.

The school's leaders were followed by the 9th grade team teachers (another innovative practice to enhance student success and provide support early in students' academic high school experience), guidance, health center director, and other teachers/staff. I was so pleased to see so many faculty present and hear again about the many practices and programs they have in place to support our students. My part in this was to ensure that parents and students were aware of pending changes in graduation requirements to fulfill the requirements of Maine's proficiency -based diploma law. It was reassuring when I asked whether students present were familiar with common assessments scored to show whether they had "met" specific standards - and many hands were raised! Because we have implemented standards-based curriculum and assessments from K-8 over the last few years, proficiency-based diplomas will probably be a bigger adjustment for high school teachers and parents, than for the students in the class of 2021.

Last, we all moved to the gym for the "Fair," and parents and students got to choose teachers and stations to visit. I overheard conversations at stations on each side, as well as at mine. What a great opportunity for parents and students to meet their 9th grade teachers and ask their own personal questions! What information was I able to share with parents - and what concerns did they share? Here is a link to a [Proficiency-based Education hand-out](#) we shared. It also includes a notice about two community forum sessions on PBE scheduled this spring. Recurring parent concerns included students with disabilities opportunity to earn a diploma and march with their class, and whether students would have multiple opportunities to "redo" assessments to meet proficiencies. Their concerns will be helpful as we continue to refine an updated Graduation Requirements Policy for the Policy Committee and Board's consideration later this year.



MARANACOOK AREA SCHOOLS

A Caring School Community Dedicated to Excellence

Donna H. Wolfrom, Ed.D.
Superintendent of Schools

Nancy Harriman, Ph.D.
Director of Curriculum, Instruction & Assessment

Tel. 207-685-3336

Ryan Meserve
Special Education Director

Brigette Williams
Finance Manager

Fax. 207-685-4703

7a.

Superintendent Report – March 2017

As we anticipate the arrival of September's 9th graders, who will be the first class required to graduate under the state's Proficiency-based diploma, the Graduation Policy Committee at Maranacook Community High School has been meeting to develop a new draft graduation policy that will meet state requirements as described below.

The following diploma requirements will be phased in from the 2020-2021 school year to the 2024-2025 school year in accordance with Maine State Law.

1. A student graduating in the graduating class of 2020-2021, must demonstrate proficiency in meeting the state standards in the content areas of English language arts, mathematics, science and technology, and social studies;
2. A student graduating in the graduating class of 2021-2022, must demonstrate proficiency in meeting the state standards in the content areas of English language arts, mathematics, science and technology, social studies, and at least one additional content area of the student's choice;
3. A student graduating in the graduating class of 2022-2023, must demonstrate proficiency in meeting the state standards in the content areas of English language arts, mathematics, science and technology, social studies, and at least 2 additional content areas of the student's choice;
4. A student graduating in the graduating class of 2023-2024, must demonstrate proficiency in meeting the state standards in the content areas of English language arts, mathematics, science and technology, social studies, and at least 3 additional content areas of the student's choice; and
5. A student graduating in the graduating class of 2024-2025 and for each subsequent graduating class, must demonstrate proficiency in meeting the state standards in all content areas.

For the purposes of this paragraph, "content areas" refers to the content areas of the system of learning results established under section 6209.

In addition to proficiency requirements, the Committee has been reviewing credit requirements in the current RSU #38 Graduation Policy IKF. Members of the committee have surveyed their content area colleagues as we have discussed changes in credit requirements in various content areas. Responses have then been brought back to the Graduation Policy Committee for consideration. In addition, discussion has also focused on the state required multiple-pathways to demonstrating proficiency in the standards.

A draft policy is almost complete and will be discussed by Maranacook High School staff at an upcoming meeting. Comments and suggestions will be submitted to the Graduation Policy Committee for consideration and upon completion of the draft, the draft policy will be presented to the RSU #38 School Board Policy Committee for consideration.

The Graduation Policy Committee has worked diligently to develop a graduation policy that will meet state statutes, provide opportunities for students to meet the expectations of the policy, and increase the rigor of education for Maranacook Community High School students. Staff are working to strengthen supports for students and to continue to provide excellent educational opportunities.

Teacher Evaluation Committee Meeting Agenda

February 8, 2017 3:30-4:30 @ CO

Present: Dwayne Conway, Donna Wolfrom, Wendy Brotherlin, Jeff Boston, Denise Churchill, Rebecca Henry

The purpose of this meeting will be to consider questions/comments/ feedback regarding the current teacher/principal evaluation plan. Please bring items for discussion so we can be sure to address them as we move out of the pilot phase next year.

1. SLO & State Assessments

I am wondering what teachers need to do for SLOs around State assessments....I know this is still a pilot year, but should we begin trying these State Assessment SLOs out? Yes, gr 4-8, ELA & Math

Could we develop some guidelines for the teachers who must include this in their plans? Is it gr 3-8, & 11? Math, ELA & Science?

There is no “previous” year scores for gr 3 or gr 11, so the State only requires gr 4-8 to include these SLOs and just for Math & ELA

The previous grade’s scores would be the “pretest”, the “post test” would be the scores your present group of students earn this year. Results will not arrive until after the year is done.... so these SLOs would take at least two years to conduct, therefore they can not be included in probationary teacher evaluations as the scores would not arrive back in time.

Are teachers to develop student goals based on the past year's scores? Yes The results from this year's testing won't arrive until next year, so should just teachers in the 17-18 & 18-19 cohort do these? Everyone should collect pre-assessment data of their current students (look at last years scores for this)

Which "scores" should teacher's use? Proficiency level

2. Using Scales

Is it appropriate for all classes to have to use a scale? Using a scale with some of my students who do not understand a scale is difficult and seems very unfair to those of us who are in similar situations.

Yes, the scales may look very differently, similar to what is used in the lower elementary grades, but some type of scale should be used. This is an area we need to continue to provide PD on.

Next Meeting: March 29, 2017

COMMUNICATIONS COMMITTEE MEETING

Tuesday, January 31, 2017
Office of Superintendent
5:30-6:30 pm

COMMITTEE MEMBERS:

- Diane MacGregor, Technology Director
- Shawn Roderick, RSU Board Member
- Melissa O'Neal, RSU Board Member
- Bonnie Simcock, Resident
- Steve Vose, Adult Education Director
- Donna Wolfrom, Superintendent of Schools
- Pat Salpietro, RES Educational Technician

Agenda/Minutes

Attendance: Diane MacGregor, Steve Vose, Donna Wolfrom, and Patti Salpietro

- **Creating a Communication Plan for Our District** We reviewed a model School and Community Plan that Diane did for a Community Relations course. There were parts that would be helpful to start to work on. We discussed a community relations mission statement of “Improving communicating with families, creating partnerships in decision making, and collaborating with the community to share resources and services for families, students, and community groups.” We will work on action steps to improve communication in our district.
- **Improving Communication with our Community** We will be adding comment submission capability to our website as well as a “subscribe” email submission. We will create a “Frequently asked questions” or “Questions about the Budget” page so people can view questions and read responses. We discussed having different types of “subscriptions”. For instance, if a person only wanted budget updates and materials, they would be able to choose that. Or if a person wanted updates on Arts/Plays/Concerts, they would choose that category. We will create a half-sheet of directions that point to the website signup. We will put those in town offices, post offices, Senior Cafe, and also put in the Advertiser Newspaper.
- **Communicating Our Budget** We reviewed the plan we used last year and will make “Talking points” as we get further in the budget process. We decided to schedule a “Budget Update” for the Senior Cafe. Donna W. and Diane will go to an upcoming Senior Cafe to present the budget. Steve Vose will talk to the Senior Cafe members to check for interest and to plan the date.