

**KIDS REGIONAL SCHOOL UNIT #2
BOARD OF DIRECTORS**

DATE: THURSDAY, SEPTEMBER 1, 2022
PLACE: HALL-DALE MIDDLE SCHOOL CAFETERIA
TIME: 6:00 PM REGULAR MEETING

MEMBERS PRESENT: Chair Donna Seppy; Vice-Chair Leanne Burnham, Directors Chris Asch, Jeff Bickford, Jon Hamann, Russ Hughes, Jon Lambert, Deb Large, Kathryn Marseglia, Liana Knight and Amanda McDaniel

MEMBERS ABSENT: Director Dawn Gallagher

ALSO PRESENT: Superintendent Matthew Gilbert; Asst. Superintendent Kristie Clark; Principals Sara Derosby and Karl Matulis, Assistant Principal Doug Bourget, Special Services Director Deb Murphy, Transportation Director Katie Spear, Business Office Director Stephanie Saltzman, Director of Nutrition Chrissy Michaud, Director of Buildings & Grounds Glen Reynolds, Technology Director Mariah Kelley and Technology Assistant Director Takuji Kobayashi

1.0 CALL TO ORDER/QUORUM PRESENT

The Chair declared a quorum present and called the meeting to order at 6:00 p.m.

2.0 APPROVAL OF MINUTES OF THE REGULAR MEETING OF AUGUST 11, 2022

Director Jeff Bickford **motioned** to approve the minutes of the Regular Board Meeting on August 11, 2022. Director Russ Hughes **seconded** the motion, **voted 9 yes, 1 abstention.**

3.0 ADJUSTMENT(S) TO AGENDA

- Add Item 6.3
- Add to Item 10.1
- Add 12.0 Executive Session
- Add 13.0 Executive Session

4.0 PUBLIC COMMENT

- 4.1. Public Comment
- 4.2. Recognition of retirees:
 - Naoto Kobayashi, HDMS/MS Japanese
 - Vickie Merrill, MBES Teacher
- 4.3. Hall-Dale and Dresden Principal Reports to the Board
Reports are below.

5.0 OLD BUSINESS

- 5.1 Approval of Committee's Recommendation of Policy IHBAL
Director Jon Hamann **motioned** to approve the Policy Committee's recommendation for Policy IHBAL - Grievance Procedure for Persons with Disabilities. Director Amanda McDaniel **seconded** the motion, **voted 11 yes, 0 no.**
- 5.2 Vote of endorsement by the Board in support of Impact 2022/United Way.
KATELYN PUSHARD (guest presenter)
Director Leanne Burnham **motioned** to approve the Impact 2022/Unity Way plan.
Director John Lambert **seconded** the motion, **voted 7 yes, 4 no.**

6.0 NEW BUSINESS

- 6.1 Approval of Nominated Personnel as New Hires (Superintendent's Report - Item 10.1)
No vote necessary
- 6.2 Approval of the Stipend Review Committee's Recommendation for the following Co- and Extra-Curricular Positions (From the meeting of 3/12/2020)
Director Jon Hamann **motioned** to approve the following stipends recommended by the Stipend Review Committee.
- Day of Caring: 1 each at HDHS and HDMS
 - Fitness Room Manager at HDHS
 - Garden Club at RHS
 - Future Business Leaders of America [FBLA] at MA
 - Robotics Coach VEX at MA
 - Mentor - RSU-wide
 - Student Council - RSU-wide
- Director Russ Hughes **seconded** the motion, vote for whole as amended: 11 yes, 0 no.
Adjustments to the motion: Chris Asch **motioned to amend** the motion to include any school with Day of Caring gets the same stipend Jon Hamann **seconded the amended motion 10 yes, 1 no**
- A **motion** for the fitness room manager stipend contingent upon the passage of 50% payment by the Simmons Fund. Jon Lambert **motioned** and Jeff Bickford; **seconded vote: 11 yes, 0 no**
- Leanne Burnham **moved to amend** the motion to make the student council points be amended to be the same point value (7 points). Lianna Knight **seconded the motion**. Discussion held; **voted: 11 yes, 0 no**
- 6.3 Approval of MSBA proposed superintendent search modules
After review and discussion of the MSBA proposed superintendent search modules Deb Large **motioned** to vote on forms and survey, listening sessions and the complimentary services, Jeff Bickford **seconded** the motion, **voted: 11 yes, 0 no**

7.0 COMMITTEE REPORTS

- 7.1 Stipend Review Committee Report - 3/12/2020

Stipend Review Committee Recommendations
(Committee Members: Rick Amero, Jonathan Spear, Liz Ross, Keith Morang)

Day of Caring: 1 at HDHS, 1 at HDMS

Originally approved by Board for:

30 hours = 2 points

Visibility = minimum of 1 point, maximum of 2 points

Odd hours = minimum of 1 point, maximum of 2 points

Minimum Points = 4

Maximum Points = 6

Points awarded = .69

Dollar amount = \$204

Input from Staff:

1-24 hours = 1 point
49+ participants = 5 points
Visibility = 1 point
Danger = 1 point
Supervision = 2 points
Staff Input = 10 points

Committee Decision:

1-24 hours = 1 point (Staff input)
Visibility = 1 point (Board approved minimum)
Odd hours = 1 point (Board approved minimum)
Total points = 3
2020-21 Dollar amount = \$762

Fitness Room Manager - HDHS

Originally approved by Board for:

8 hours = 1 point
25 students = 3 points
Visibility = minimum 1 point, maximum 2 points
Danger = minimum 1 point, maximum 2 points
Minimum points = 6
Maximum points = 8
Dollar amount = \$2727.48 (\$1363.5 paid by school,

Input from Staff:

75-99 hours = 4 points
13-24 participants = 2 points
Budget = 1 point
Visibility = 1 point
Danger = 2 points
Fundraising = 1 point
Staff input = 11 points

Committee Recommendation:

75-99 hours = 4 points (staff input)
13-24 students = 2 points (staff input)
Visibility = 1 point (Board approved minimum)
Danger = 1 point (Board approved minimum)
Total Points = 8 points
2020-21 Dollar amount = \$2032 (amount paid by school)

Garden Club - RHS

Originally approved by Board:

100 hours = 5 points
13-24 participants = 2 points
Visibility = minimum 1 point, maximum 2 points
Fundraising = minimum 1 point, maximum 2 points
Odd hours = minimum 1 point, maximum 2 points
Minimum points = 10

Maximum points = 13
Points awarded = 6
Dollar amount = \$1494

Staff Input:

50-74 hours = 3 points
1-12 participants = 1 point

Committee Recommendation:

50-74 hours = 3 points (staff input)
1-12 participants = 1 point (staff input)
Visibility = 1 point (Board approved minimum)
Fundraising = 1 point (Board approved minimum)
Odd hours = 1 point (Board approved minimum)
Total points = 7
2020-21 Dollar amount = \$1778

FBLA - MA

Originally approved by Board for:

125-149 hours = 6 points
12-24 participants = 2 points
Budget = minimum 1 point, maximum 2 points
Visibility = minimum 1 point, maximum 2 points
Fundraising = minimum 1 point, maximum 2 points
Minimum points = 11
Maximum points = 14
Points awarded = 6
Dollar amount = \$1494

Staff Input:

100-124 hours = 5 points
25-36 participants = 3 points
Budget = 2 points
Visibility = 2 points
Fundraising = 1 point
Odd hours = 1 point
Total = 14 points

Committee Recommendation:

100-124 hours = 5 points (staff input)
13-24 participants = 2 points (Board approved)
Budget = 1 point (Board approved minimum)
Visibility = 1 point (Board approved minimum)
Fundraising = 1 point (Board approved minimum)
Total = 10 points
2020-21 Dollar amount = \$2540

Robotics Coach Vex - MA

Originally approved by Board for:

125-149 hours = 6 points

13-24 participants = 2 points
Budget = minimum 1 point, maximum 2 points
Fundraising = minimum 1 point, maximum 2 points
Odd hours = minimum 1 point, maximum 2 points
Minimum points = 11
Maximum points = 14
Points awarded = 6
Dollar amount = \$1494

Staff input:

225+ hours = 10 points
13-24 participants = 2 points
Budget = 2 points
Visibility = 1 point
Fundraising = 2 points
Odd hours = 1 point
Total points = 18 points

Committee Recommendation:

125-149 hours = 6 points (Board approved & Committee adjustments to staff input)
13-24 participants = 2 points (Board approved, staff input)
Budget = 1 point (Board approved minimum)
Fundraising = 1 point (Board approved minimum)
Odd hours = 1 point (Board approved minimum)
Total = 11 points
2020-21 Dollar amount = \$2794

Mentor - RSU wide (asked to be reviewed by staff)

Board point value = 4.5

Committee Recommendation - Committee was confused by the 4.5 point value as the current stipend system does not have .5 point values. The two relevant point value areas were time and supervision. Staff input related to time varied widely. In talking with Chris Arsenault this could have to do with the experience level of the mentee and the need for more/less support depending on that experience. 50-74 hours did seem to be a fair average to the committee to accept. The supervision point value was also an issue. Current language is "entails supervision of 1 or more staff". The mentor position does involve "supervising" 1 staff member, but to a level much higher and in depth than the normal stipend situation involving perhaps head coaches and assistant coaches. The committee agreed to maintain something between supervising 1 and 2 staff and awarding 1.5 points for this value area.

Committee Recommendation:

50-74 hours = 3 points
1 ½ staff = 1.5 points
Total = 4.5 points
Point value of stipend remains unchanged

Student Council - RSU wide (asked to be reviewed by staff)

Board point value = HDHS 7, MA 7, RHS 5

Committee Recommendation #1 - Point value be equal across the RSU. RHS stipend value should be raised to a 7 point value to match that of HDHS and MA

Committee Recommendation #2 - The committee finds it hard to review the stipend value when it has no guidance on how the Board previously decided on issues such as budget, visibility, danger, fundraising, and odd hours. Information related to time, participants, and supervision is readily available to the committee, but without some guidance from the Board regarding the other 5 areas, a point value worth from 0 to 10 points, we find it impossible to recommend a point value. We would like the Board's input on what value they would assign to these areas - as they currently do when they approve proposed stipends.

7.2 Policy Committee Meeting [Zoom]
August 18, 2022 5:30 p.m.

Committee Members Present: Directors Chris Asch, Leanne Burnham, Russ Hughes, Liana Knight, Deb Large and Kathryn Marseglia; Board Chair Donna Seppy; Superintendent Matt Gilbert

The meeting was called to order at 5:30 p.m.

1. Approval of Policy IHBAL – Grievance Procedure for Persons with Disabilities.

The Committee unanimously agreed to recommend the draft policy to the board for a second reading.

The meeting adjourned at 5:40 p.m.

Respectfully Submitted,

Matthew Gilbert
Superintendent of Schools

8.0 BUSINESS MANAGER'S REPORT

- Business Office
 - Update for new financial and HR/Payroll software conversion
 - Financial reports (below)
- Food Service
 - New software conversion
 - Meal reimbursement rates
- Transportation
 - Traversa software update
- Buildings and Grounds
 - Finishing up small items for student and staff return

9.0 ASSISTANT SUPERINTENDENT'S REPORT

- Summer Curriculum Work update

- Infinite Campus staff training update
- Technology Department update

10.0 SUPERINTENDENT'S REPORT

10.1 Newly Hired, Newly Appointed Personnel

- Cameron Marco, Heath and PE at DES and RHS
- William Towle, Special Ed Tech II at DES
- Hawraa Al Joran, Special Ed Tech III at HDMS/HS
- Quinton Stebbins, Title V Ed Tech III at HDES
- Melissa Michaud, Voluntary Transfer from Gr. 3 to Kindergarten at MMS
- Dickson McCannell, Special Ed Tech III at MA
- Dorothea Pearson, Special Ed Tech II at MBES
- Christopher Teas, Special Ed Tech III at RMS/RHS
- Erica DeVito, ELL Teacher in RSU
- Ethan Foyt, MMS Boys Soccer Coach
- Scott Emery, MMS Cross Country Coach

Fall Coaches:

- Troy Kendrick, RHS Varsity Girls Soccer
- Peter Gardner, RHS Varsity Boys Soccer
- Joe Viselli, RHS JV Girls Soccer
- Elizabeth Ladner, RHS Varsity Cross Country
- Andy Haskell, RMS Boys Soccer
- Tracy Goupil, RMS Boys Soccer
- Rebecca Cassidy, RMS Cross Country

10.2 Resignation(s) / Retirement(s)

- Carrie Emerson, Science at RHS
- Joshua Onorato, Special Ed Teacher at MMS
- Chrissy Michaud, Food Service Director
- Jessica Herr, School Nutrition Worker at MMS
- Heidi Coffin, Special Ed Tech III at MMS
- Teresa Maxcy, School Nutrition Worker at HDES
- Jim Cosgrove, IT Tech in Richmond
- Kari Barrett, Van Driver in Richmond
- Nettie Viel, Spec Ed Tech III at MMS

10.3 Open Positions in the RSU

- Special Ed Teacher at DES
- Art Teacher at HDES
- School Nutrition Worker at HDES
- Kindergarten at HDES
- School Nutrition Worker at HDHS
- Grade 3 at MMS
- Spanish at MMS
- Special Ed Teacher at MMS
- Grade 3 at MBES
- Kindergarten at MBES [one-year, grant funded]
- Custodian at DES
- School Nutrition Worker at MMS
- IT Techs (2) at HD and RI schools
- Van Driver in Richmond

- Special Ed Techs: DES 1, MBES 3, HDMS/HS 1, MMS 4, MA 1, MBES 4
- Food Service Director

10.4 Upcoming Board Events and Committee Meetings (subject to change)

- Teaching & Learning Committee Mtg – 9/8/22 @ 5:30pm
- Policy Committee Mtg – 9/8/22 - @ 6:30pm
- Budget & Operations Committee Mtg – 9/15/22 @ 5:30pm
- Regular Board Meeting at MBES - 10/6/22 6:00pm

10.5 Upcoming School Events

- HDES PK Meet and Greet - 9/1/22
- HDES Grades 1 - 4 Meet and Greet - 9/13/22
- HDES PTO Meeting - 9/26/22
- HDMS Open House - 9/8/22
- HDHS 9th Grade Parent Orientation - 8/31/22
- HDMS/HS Grades 5-12 Open House - 9/8/22
- HDHS Homecoming - 9/23/22
- HDHS Homecoming Dance - 9/24/22
- MMS PK Orientation - 9/1/22
- MMS PTO Meeting - 9/6/22
- MA FAME Financial Aid Night - 9/15/22
- MA Homecoming Dance - 9/23/22
- MA Homecoming Day - 9/24/22
- MBES Pre-K Orientation - 9/1/22
- MBES Open House - 9/22/22
- RMS/RHS Open House - 9/8/22

10.6 Staff and Student Handbooks links shared

Monmouth Memorial School:

[MMS Student-Family Handbook](#)

[MMS Faculty Handbook](#) (Info is also on [MMS Staff Website](#))

[MMS Co-Curricular Handbook](#)

Monmouth Academy:

<https://docs.google.com/document/d/13c9UDEIzhW9FGQaUPPgpygLS8bpllyUXZ8MRiyxko/edit?usp=sharing>

Hall-Dale Middle/High School:

<https://docs.google.com/document/d/1Tg8MrpOjrmsIwZshkveHsCkA6PVHbHbe5mq19dOLxhQ/edit?usp=sharing>

Richmond Middle/High School:

<https://docs.google.com/document/d/1PKh->

[HIOeNLnkPyf9skADzUE12I18qTMFb6nV1p0-CKA/edit?usp=sharing](https://docs.google.com/document/d/1PKh-HIOeNLnkPyf9skADzUE12I18qTMFb6nV1p0-CKA/edit?usp=sharing)

https://docs.google.com/document/d/1-ul7V6G_55189r-

[6ROxBgkUDJmZdLvbnubJD1rgiWaw/edit?usp=sharing](https://docs.google.com/document/d/1-ul7V6G_55189r-6ROxBgkUDJmZdLvbnubJD1rgiWaw/edit?usp=sharing)

Marcia Buker Elementary School:

[Team Handbook 22-23 Marcia Buker Elementary School](#)

[2022-23 Marcia Buker Elementary School Student and Family Handbook](#)

Hall-Dale Elementary School:

https://docs.google.com/document/d/1UBdpLJK9c_YIQpLPobUNzpdu4jM9ITqoblEw9Z-3sYQ/edit

<https://docs.google.com/document/d/1Ua1YcdFqZaiET5zHiceVuisViGw8lIbu9qMpjWiQBMc/edit>

- 10.7 School Field Trips [In-state/School Day]
- HDHS Grade 11 ELA trip to Common Ground Fair - 9/23/22

*The board would like to thank and recognize the work of Lisa Wells and Kelly Byron for their efforts for the August 29th staff workshop day. They appreciate the idea and work it takes getting sponsors for the day to help fund it.

11.0 ITEMS FOR FUTURE MEETINGS

- *Consider inviting Steve Bailey from MSBA to a meeting
- *Schedule another retreat
- *Adjust the agenda items to put presenters earlier

12.0 EXECUTIVE SESSION: [MRSA, 405 (6)(A)] - Duties of Officials

Director Jon Hamann **motioned** to enter executive session. Director Chris Asch **seconded** the motion, **vote: 10 yes 0 no**
Time in: 9:23pm
Time out: 9:55pm
Action taken: None

13.0 EXECUTIVE SESSION: [MRSA, 405 (6) (A)] - Personnel Matters

Director Jeff Bickford **motioned** to enter executive session. Director Liana Knight **seconded** the motion, **voted the favor 10 yes 0 no.**
Time in: 9:56pm
Time out: 10:15pm
Action taken: none

14.0 ADJOURNMENT

Director Jeff Bickford **motioned** to adjourn the meeting at 10:30 p.m. Director Liana Knight **seconded** the motion, **voted in favor 10 yes 0 no.**

Respectfully Submitted,

Kristie Clark
Assistant Superintendent

KC/src