

MAINE SCHOOL ADMINISTRATIVE DISTRICT #37

April 4, 2018

The Regular Meeting of the Board of Directors of RSU/MSAD #37 was held at Narraguagus High School, Harrington, Maine on Wednesday, April 4, 2018* to consider and act upon the following items of business:

Board Members Present: Jeffery Beal, Everett Grant, Bethany Hartford, Grace Kennedy, Gary Magby, Debra Murphy, Charles Peterson, Jr., Vance Pineo, Jr., Sarah Willson, and Mark Wright

Board Members Absent: Ronald Kennedy

Other persons present: Ronald Ramsay, Lorna Greene, Maria White, Denise Vose, Susan Meserve, Lucille Willey, John Daley, Lori Mathews, David Mathews, Ron Green, Russell Grant, Christina Willey, River Fenton, Madison Leighton, Tiffany Strout, Maria Frankland, and Dawn Fickett

MINUTES

A. INTRODUCTORY BUSINESS

1. The meeting was called to order at 7:29 p.m. by Chairman Everett Grant. He noted that Director Ronald Kennedy is away and unable to attend tonight's meeting.
2. **RE: APPROVAL OF MINUTES OF FEBRUARY 28, 2018 REGULAR MEETING**
ACTION: Motion by Mark Wright, second by Debra Murphy, and voted (684-yes, 120-abstentions) to approve the minutes of the February 28, 2018 meeting as presented. (Hartford and Pineo abstained as they were absent from that meeting.)
3. **RE: REPORT—SUPERINTENDENT OF SCHOOLS (Including Legislative Updates)**
INFORMATION: Supt. Ramsay reported on the following:
 - Next Wednesday will be our third Budget Workshop. We will be reviewing the revenue side of the budget. He is hoping to have board approval on April 25th, followed by our district meeting on May 22nd and validation on June 12th.
 - We have been evaluating and reviewing our security processes. An outside safety consultant that we recently contracted with has been in-district visiting our schools, looking at things. Administrators met with him a couple of weeks ago and we will be continuing our conversations on this. We have bids from two companies for security cameras and will be bringing it to the board for consideration soon.
 - The state continues to urge regional cooperation for some type of regional project. He has met with a couple of superintendents. A meeting with Deb Lajoie, of the DOE, on possible funding for an outside facility in-district has been scheduled. This could be something like a voc ed annex in a building outside the high school where we could offer two or three programs. This could lead to an expansion of our voce d programming eventually.
 - There are 9 weeks of school left after this week. June 15th is the last student day if no more snow days.
 - Last Wednesday, there was an incident at the high school that everyone has heard about by now. The incident turned into a perceived threat, but he and Mrs. Willey never felt that students were in danger. Looking back now, he realizes students and parents might not have realized that. There were some communication issues and social media allowed word to spread in a very short

time. Many parents came to pick up their kids. Law enforcement was on site very early in the process and determined there was no credible threat. We have learned from the experience and have already made some changes. Contrary to rumors, plans for such an incident were already in place for a lockdown. The plan was not initiated because they felt there was no reason for a lockdown. We were not prepared for the backlash from social media spreading things so rapidly and not very accurately. We will continue working on our processes and our communication to improve.

- Alfred Moore, Sr., will be retiring from the district after 52 years of service. He was the only remaining employee since the district was formed, and has served as a teacher, bus driver, and part-time transportation director. We wish him well in his retirement and thank him for his service to the district.

**4. RE: SUBCOMMITTEE REPORTS
INFORMATION:**

- Athletics/Student Activities—Debra Murphy noted that the subcommittee met earlier this evening with a potential coach, and will have a recommendation later in the agenda.
- Curriculum & Instruction—none
- Negotiations & Grievance—none
- Policy & By-laws—none
- Facilities, Maintenance, Safety, & Transportation—none

5. RE: REVIEW OF FINANCIAL STATEMENTS

INFORMATION: Supt. Ramsay noted that we have 44% of the budget left as of the end of February, and 33% of the fiscal year left. We are in good shape but playing catch-up with trying to have \$500,000 for a balance forward remaining. We are not in a freeze but are watching expenditures closely from now until the end of the year, remembering that we need an estimated \$500,000 for summer salaries, in addition to balance forward monies.

6. RE: ADMIN REPORTS INCLUDING ESSA, G/T, AND PROFESSIONAL DEV.

INFORMATION: Denise Vose—155 students are receiving special education services and 23 are receiving 504 services.

Susan Meserve—Harrington has 159 students enrolled. Registrations for preK and K for next year were held on Friday, with 10 enrolling for PreK and 17 for K. Schools have been working on MEA testing, as required by the state.

Lorna Greene—DW Merritt has 105 students enrolled, and recently registered 11 for preK and 16 for K for next year. Staff participated in Drug Awareness Workshops on March 15 and 16. She attended an ESSA workshop to learn about new reporting requirements and legislative updates. G/T identification process is beginning for the 18-19 school year.

Maria White—Milbridge has 122 students enrolled, with 6 new preK and 20 K registered for next year. Numeracy for ME continues to help ramp up the Math program.

Lucille Willey—Narraguagus has 278 students enrolled. Students have been busy with a Fishermen's Forum for the Skippers' Program, Skills USA Competition for HCTC students, a Pee-wee Tournament hosted at the high school, Harlem Superstars, National Honor Society and Academic Awards Night, State Math Meeting, and the wrap up of winter sports, as well as many other activities.

7. RE: AGENDA ADJUSTMENTS

ACTION: Motion by Mark Wright, second by Gary Magby, and voted (unanimously) to adjust

the agenda to include approval of the EdGE trip to Washington D.C. (add as article C-11.)

Motion by Mark Wright, second by Gary Magby, and voted (unanimously) to adjust the agenda to include hiring a substitute teacher and substitute driver. (add as article C-12.)

Motion by Debra Murphy, second by Mark Wright, and voted (unanimously) to adjust the agenda to include an executive session to discuss a student matter pursuant to 1 M.R.S.A. § 405(6)(B). (add as article C-13.)

B. OLD BUSINESS

1. RE: HIRING PEE WEE BOYS' BASKETBALL COACH AT DW MERRITT

ACTION: Motion by Mark Wright, second by Debra Murphy, and voted (unanimously) to ratify the hiring of Sally MacLean as pee-wee boys' basketball coach at DW Merritt as recommended by the Superintendent.

2. RE: HIRING DESTINATION IMAGINATION COACH AT DW MERRITT

ACTION: Motion by Debra Murphy, second by Mark Wright, and voted (unanimously) to ratify the hiring of Dianna Markley as DI coach at DW Merritt as recommended by the Superintendent.

C. NEW BUSINESS

1. RE: APPROVAL OF NHS PROGRAM OF STUDIES

ACTION: Maria Frankland, Guidance Director at NHS, reviewed the changes made from 2017-18 course offerings to 18-19 course offerings. Superintendent Ramsay commended the high school for the increase in vocational offerings to students.

Motion by Mark Wright, second by Gary Magby, and voted (unanimously) to approve the NHS Program of Studies for 2018-19 as presented.

2. RE: APPROVAL OF SENIOR CLASS TRIP TO SIX FLAGS & BOSTON

ACTION: Christina Willey, Senior Class Advisor, and River Fenton and Madison Leighton, Senior Class Officers, presented the itinerary for their proposed class trip from May 17-19 to go to Six Flags and Boston, and asked for Board approval to allow them to go. They noted that 39 of the 43 seniors plan to go on the trip along with 6 chaperones. They will visit Quincy Market, the New England Aquarium, and the I-Max Theatre, possible take a Duck Boat Tour, go to Six Flags, and so some shopping on the way home in Portland.

Motion by Charles Peterson, Jr., second by Beth Hartford, and voted (unanimously) to approve the Senior Class Trip as presented.

3. RE: HIRING EVENING CUSTODIAN AT HARRINGTON ELEMENTARY

ACTION: Motion by Charles Peterson, Jr., second by Grace Kennedy, and voted (unanimously) to ratify the hiring of Mileah Carter Brown as evening custodian at Harrington as recommended by the Superintendent.

4. **RE: ACCEPTANCE OF \$5,000 GRANT FROM THE STEPHEN & TABITHA KING FOUNDATION FOR THE DW MERRITT FREE LIBRARY**
ACTION: Motion by Mark Wright, second by Debra Murphy, and voted (unanimously) to accept the \$5,000 grant from the Stephen and Tabitha King Foundation for the DW Merritt free library.
5. **RE: CONSIDERATION OF CONTINUING PRE-K PARTNERSHIP WITH PCP (HEADSTART)**
ACTION: Motion by Charles Peterson, Jr. second by Jeffery Beal, and voted (unanimously) to table this article until the April meeting as requested by the Superintendent.
6. **RE: HIRING PROBATIONARY CONTRACT TEACHERS FOR 2018-2019**
- Motion by Sarah Willson, second by Vance Pineo, Jr., and voted (unanimously) to ratify the hiring of Bonnie Atkinson as probationary teacher for 2018-2019 as recommended by the Superintendent.
 - Motion by Vance Pineo, Jr., second by Sarah Willson, and voted (unanimously) to ratify the hiring of E. Daniel Baker as probationary teacher for 2018-2019 as recommended by the Superintendent.
 - Motion by Sarah Willson, second by Debra Murphy, and voted (unanimously) to ratify the hiring of Bobbi-Jo Bishop as probationary teacher for 2018-2019 as recommended by the Superintendent.
 - Motion by Debra Murphy, second by Sarah Willson, and voted (unanimously) to ratify the hiring of Mary Endre as probationary teacher for 2018-2019 as recommended by the Superintendent.
 - Motion by Sarah Willson, second by Grace Kennedy, and voted (unanimously) to ratify the hiring of Jennifer Kempthorne as probationary teacher for 2018-2019 as recommended by the Superintendent.
 - Motion by Grace Kennedy, second by Sarah Willson, and voted (unanimously) to ratify the hiring of Heather Knapp as probationary teacher for 2018-2019 as recommended by the Superintendent.
 - Motion by Grace Kennedy, second by Sarah Willson, and voted (unanimously) to ratify the hiring of Cristina Perez as probationary teacher for 2018-2019 as recommended by the Superintendent.
 - Motion by Bethany Hartford, second by Jeffery Beal, and voted (unanimously) to ratify the hiring of David Rinkle as probationary teacher for 2018-2019 as recommended by the Superintendent.
 - Motion by Debra Murphy, second by Bethany Hartford, and voted (unanimously) to ratify the hiring of Hannah Woodruff as probationary teacher for 2018-2019 as recommended by the Superintendent.
7. **RE: HIRING FOURTH-YEAR TEACHERS MOVING TO CONTINUING CONTRACTS**
- Motion by Sarah Willson, second by Debra Murphy, and voted (unanimously) to ratify the hiring of Myra Berry as a fourth-year teacher moving to continuing contract status beginning in 2018-2019 as recommended by the Superintendent.
 - Motion by Sarah Willson, second by Mark Wright, and voted (unanimously) to ratify the hiring of Brenda Catheron as a fourth-year teacher moving to continuing contract status beginning in 2018-2019 as recommended by the Superintendent.
 - Motion by Debra Murphy, second by Sarah Willson, and voted (unanimously) to ratify the

hiring of Jeffrey Chick as a fourth-year teacher moving to continuing contract status beginning in 2018-2019 as recommended by the Superintendent.

- Motion by Mark Wright, second by Grace Kennedy, and voted (unanimously) to ratify the hiring of Joanna Eaton as a fourth-year teacher moving to continuing contract status beginning in 2018-2019 as recommended by the Superintendent.
- Motion by Grace Kennedy, second by Sarah Willson, and voted (unanimously) to ratify the hiring of Caroline Foote as a fourth-year teacher moving to continuing contract status beginning in 2018-2019 as recommended by the Superintendent.
- Motion by Sarah Willson, second by Grace Kennedy, and voted (unanimously) to ratify the hiring of Anita McGray as a fourth-year teacher moving to continuing contract status beginning in 2018-2019 as recommended by the Superintendent.
- Motion by Grace Kennedy, second by Mark Wright, and voted (unanimously) to ratify the hiring of Patricia Wilbur as a fourth-year teacher moving to continuing contract status beginning in 2018-2019 as recommended by the Superintendent.

8. RE: HIRING SPRING COACHES AT NARRAGUAGUS

ACTION: Motion by Debra Murphy, second by Mark Wright, and voted (unanimously) to ratify the hiring of the following spring coaches at Narraguagus as recommended by the Athletic Director and the Superintendent: Varsity Baseball—Bradley Cirone; Varsity Softball—Tracie Martin; JV Softball—Lynn Lyford; Track & Field—Tricia Brown; and, Track & Field Assistant—Katelyn Kelley. Ms. Kelley is the only coach new to us, and the Athletic Subcommittee met with her earlier this evening, and recommends her for the position along with the other coaches.

9. RE: HIRING JR. HIGH BASEBALL AND SOFTBALL COACHES

ACTION: Motion by Charles Peterson, Jr., second by Mark Wright, and voted (unanimously) to table this article as the Superintendent has no names to bring forward at this time.

10. RE: APPROVAL OF ADMINISTRATOR AND SUPPORT NEGOTIATIONS

ACTION: Motion by Mark Wright, second by Sarah Willson, and voted (unanimously) to approve the following administrator and support negotiations as recommended by the Negotiations Subcommittee and the Superintendent:

- Pay John Daley his sick leave bonus using Mr. Ramsay's judgment as to timing of the payment;
- Amend Ron Green's contract to add a week's vacation;
- Increase support staff sick days to 12 per year after 20 years of employment;
- Give all administrators a 2.5% increase in salary;
- Give all support staff a \$1.00 per hour increase (increase steps by \$1.00 per step and place on appropriate step);
- Increase Dawn Fickett's salary by 2.5% as other administrators and then add \$3,000 to it.

11. RE: AGENDA ADJUSTMENT—APPROVAL OF EDGE TRIP TO WASHINGTON D.C.

ACTION: Motion by Debra Murphy, second by Charles Peterson, Jr., and voted (unanimously) to approve the EdGE trip to Washington D.C. from April 12-16.

12. RE: AGENDA ADJUSTMENT—HIRING SUBSTITUTES

ACTION: Motion by Charles Peterson, Jr., second by Mark Wright, and voted (unanimously) to approve Elizabeth Chipman as a substitute teacher and Timothy Birkenshaw as a substitute bus driver as recommended by the Superintendent.

13. RE: AGENDA ADJUSTMENT—EXECUTIVE SESSION

ACTION: Motion by Mark Wright, second by Sarah Willson, and voted (unanimously) to enter executive session to discuss a student matter pursuant to 1 M.R.S.A. § 405(6)(B). Those included in the session are the superintendent and the board.

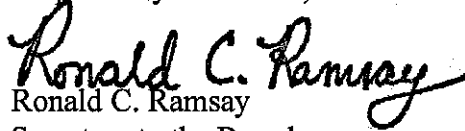
Entered Executive Session at 8:53 p.m.

Came out of Executive Session at 9:30 p.m.

14. ADJOURNMENT

ACTION: Motion by Charles Peterson, Jr., and voted (unanimously) to adjourn the meeting at 9:30 p.m.

Respectfully submitted,


Ronald C. Ramsay
Secretary to the Board

MEETING SUMMARY, APRIL 4, 2018

A. INTRODUCTORY BUSINESS

2. APPROVED minutes of the February 28, 2018 Regular meeting;
7. APPROVED agenda adjustments—EdGE trip to Washington DC, Hiring substitutes, and Executive Session;

B. OLD BUSINESS

1. HIRED Sally MacLean as pee-wee boys' coach at DWM;
2. HIRED Dianna Markley as DI coach at DWM;

C. NEW BUSINESS

1. APPROVED NHS Program of Studies for 2018-19;
2. APPROVED Senior Class Trip to Six Flags & Boston;
3. HIRED Mileah Carter Brown as evening custodian at HN;
4. ACCEPTED \$5,000 grant for DWM library from King Foundation;
5. TABLED
6. HIRED Probationary Contract Teachers for 18-19: Atkinson, Baker, Bishop, Endre, Kempthorne, Knapp, Perez, Rinkle, and Woodruff;
7. HIRED Fourth Year Teachers for 18-19: Berry, Catheron, Chick, Eaton, Foote, McGray, and Wilbur;
8. HIRED Spring Coaches for NHS: Baseball—Cirone; V Softball—Martin; JV Softball—Lyford; Track—Brown; Track Asst.—Kelley;
9. TABLED
10. APPROVED administrator and support negotiations for 18-19;
11. APPROVED EdGE trip to Washington DC;
12. HIRED substitutes—Elizabeth Chipman and Timothy Birkenshaw;
13. EXECUTIVE SESSION to discuss student matter.