

Maranacook Community High School
June 19, 2019
Minutes of Meeting

Members Present: Chair Gary Carr, Vice Chair Wendy Brotherlin, Cathy Jacobs, Betty Morrell, Jeremy Pare, Kaleb Pushard, Melissa Tobin, David Twitchell, Alexander Wright

Members Absent: Patty Gordon, Shawn Roderick, Crystal Sullivan, Adam Woodford

Administrators: Superintendent James Charette, Director of Curriculum, Instruction and Assessment Nancy Harriman, Finance Manager Brigette Williams

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

2. Recognitions:

a. Retiring staff member – Phil Harris, Custodian

Superintendent Charette reported that Phil Harris, a custodian for Maranacook is retiring after 16 years of service to the district.

b. Outgoing Board members – Betty Morrell, Jeremy Pare, Crystal Sullivan

Superintendent Charette reported that Jeremy Pare, Crystal Sullivan, and Betty Morrell have completed their terms on the School Board. They were each presented with a token of appreciation for their service.

3. Presentation: Review of 2018-19 ESEA and Proposed 2019-20 ESEA Grant Projects

Director of Curriculum, Instruction and Assessment Nancy Harriman reviewed each of the ESEA Projects that were undertaken during the 2018-19 school year (see handout) and provided an overview of the planned projects for the 2019-20 school year. She added that the district also offered a UM course entitled Literacy Lessons during the 18-19 year.

Dr. Harriman provided an overview on the implementation of the Illustrative Math (IM) curriculum. This includes a nationally developed online resource as part of 16 hours of professional development to the participating K-1 teachers in addition to individual virtual coaching from MMSA. Another project for 19-20 being planned is a science professional development series (in collaboration with MMSA).

W.Brotherlin asked that since they are creating the lessons, how far away are they from creating the lessons that the teachers will be using. Dr. Harriman responded that the new math coach just sent links for the Teacher's Manuals to the teachers yesterday. Most of the curriculum is now on line. They are on line because they are pilots. Student books, "student pacing materials", will be coming pre-printed soon. We do have a letter ready that has a summary of the daily routine of lessons that will go out to parents in September.

W.Brotherlin – so you are confident everything will be ready in the fall? Yes

Dr. Harriman added that the printed books for students are not traditional workbooks. They might have some practice items, but a lot of the time it is what the lesson is about, and students have their own copy they can bring home to share with parents.

J.Pare raised a concern with everything being online at upper grade levels; it is difficult with the online format. Being able to see this as a parent would be a huge help. Getting the students to bring the work back in the next week is a struggle. Not sure if teachers are seeing it differently. However it needs to work, we need to get the information in the parents' hands.

J.Pare encouraged the Board and Superintendent to really think about this issue. It's also the third goal in the strategic plan. He encouraged the Superintendent to keep the Board up to date, whether it's quarterly or other timeframe.

C.Jacobs requested that parent evenings be scheduled for Illustrative Math for all of the schools.

Chair Carr asked that they think about a book that parents can use. Dr. Harriman clarified that when asked about the manuals, these are only for teachers.

J.Pare commented in terms of the middle school and the online dynamic, he encouraged the principal to focus on the best practice that is going through the schools currently and offer that through the teams.

4. Citizens' Comments:

Citizen David Tobie, thanked the Board for the quality of education his children received. He expressed concern that the Board may be considering removing planning time for teachers in their contract this year. He stated anything the Board can do to keep the quality of student interaction with their instructors is a guaranteed way of providing quality education.

5. Additions/Adjustments to the Agenda by Board and/or Superintendent:

Superintendent Charette noted 3 additional action items (list in folders).

6. Action/Discussion/Informational Items:

a. Approval of Minutes of June 5, 2019

MOTION by Brotherlin, second by Wright to approve the Minutes of June 5, 2019 as presented. **Motion Carried:** unanimous

b. Acceptance of RSU #38 Referendum Vote Results

MOTION by Brotherlin, Voted that the Computation and Declaration of Votes dated June 11, 2019 and attached hereto be approved (Attachment A). Further voted that the computation and Declaration of Votes be entered upon the records of Regional School Unit No. 38. Further voted, that a certified copy of the Computation and Declaration of Votes be sent to each of the municipal clerks within the RSU. Second by Wright. **Motion Carried:** unanimous

c. Acceptance of resignation – District ESOL teacher, Diane Wadsworth

MOTION by Brotherlin, second by Wright to accept the resignation of Diane Wadsworth. **Motion Carried:** unanimous

d. Acceptance of Nomination of First Probationary Contract Teacher – Wayne Elementary, Dawn Maceda

MOTION by Brotherlin, second by Wright to accept the nomination of first probationary contract teacher Dawn Maceda as presented. **Motion Carried:** unanimous

e. Acceptance of Nomination of First Probationary Contract Teacher – MCHS, Special Education Behavior Program, Sarah Tackett-Nelson

MOTION by Brotherlin, second by Wright to accept the nomination of first probationary contract teacher Sarah Tackett-Nelson as presented.

Motion Carried: unanimous

f. Acceptance of Nomination of First Probationary Contract Teacher – Mt. Vernon Elementary, Pre-K (50%), Katie Reed

MOTION by Brotherlin, second by Wright to accept the nomination of first probationary contract teacher Katie Reed as presented. **Motion Carried:** unanimous

g. Acceptance of Nomination of First Probationary Contract Teacher, MCMS, French, Samuel Watson

MOTION by Brotherlin, second by Wright to accept the nomination of first probationary contract teacher Samuel Watson as presented. **Motion Carried:** unanimous

h. Appointment to RSU #38 Board Negotiations Committee

MOTION by Brotherlin, second by Jacobs to appoint Betty Morrell to the RSU #38 Board Negotiations Committee as recommended by Superintendent Charette.

Motion Carried: 8 in favor, 0 opposed, 1 abstained (Wright)

i. Approval of Transfer of Funds

MOTION by Brotherlin, second by Jacobs to approve the Transfer of Funds Between Warrant Article Cost Centers as outlined in the memorandum.

Motion Carried: unanimous

j. Vote on Assessment of Regional School Unit Tax to Member Towns

MOTION by Brotherlin, second by Wright to approve the Assessment of Regional School Unit Tax for the towns of Manchester, Mount Vernon, Readfield, and Wayne, as presented. **Motion Carried:** unanimous

k. Acceptance of donations

MOTION by Brotherlin, second by Jacobs to accept the revised list of donations as presented. **Motion Carried:** unanimous

l. Policy Second Readings*: AD, Educational Philosophy/Mission; IKF, Graduation Requirements

Policy AD - **MOTION** by Brotherlin, second by Wright to accept Policy AD, Educational Philosophy/Mission for second reading as recommended by the Policy Committee. **Motion Carried:** unanimous

Policy IKF - **MOTION** by Brotherlin, second by Wright to accept Policy IKF, Graduation Requirements for second reading as recommended by the Policy Committee.

C.Jacobs stated that she wants to be sure that the teachers and administration at the Middle and High Schools have had a chance to review this policy. Superintendent Charette reported that he received an email from Shawn Roderick expressing his continued concern for the students attending Capital Area Technical Center. Chair Carr reported that the guidance staff as well as Dr. Conway attended the Policy Committee meeting to review the changes, including the revised requirements regarding World Language. D.Twitchell commented that he supported the policy as it was, and hopes that the languages are still strongly represented.

Motion Carried: unanimous

m. Authorize Superintendent to accept bid and sign contract for Wayne Elementary School Septic System, in the amount of \$63,829.00

Superintendent Charette reported that the bids for the Wayne Elementary School septic system were opened June 17th and a special Facilities Committee was held that afternoon (see minutes of June 17, 2019). The Facilities Committee recommends the acceptance of the bid from Bonneau & Son Excavation in the amount of \$63,829.00.

MOTION by Brotherlin, second by Wright to authorize the Superintendent to accept the bid and sign a contract for the Wayne Elementary School septic system with Bonneau & Son Excavation in the amount of \$63,829.00. **Motion Carried:** unanimous

n. Authorize Superintendent to accept bid and sign contract with Mechanical Services, for Manchester Elementary School boiler, in the amount of \$1,154,875.00

MOTION by Brotherlin, second by Wright to authorize the Superintendent to accept the bid and sign a contract for the Manchester Elementary School boiler with Mechanical Services in the amount of \$1,154,875.00. **Motion Carried:** unanimous

o. Authorize Superintendent to accept bid and sign contract with Pike Industries for the Millard Harrison Drive project, in the amount of \$270,205.75

MOTION by Brotherlin, second by Wright to authorize the Superintendent to accept the bid and sign a contract for the Millard Harrison Drive project with Pike Industries in the amount of \$270,205.75. **Motion Carried:** unanimous

p. Authorize Superintendent to file the proper and necessary application forms to participate in any and all selected federal programs for RSU #38 and otherwise act as the authorized representative for and on behalf of RSU #38 for 2019-2020

MOTION by Brotherlin, second by Wright to authorize the Superintendent to file the proper and necessary application forms to participate in any and all selected federal programs for RSU #38 and otherwise act as the authorized representative for and on behalf of RSU #38 for 2019-2020. **Motion Carried:** unanimous

q. Authorize Superintendent to hire and accept resignations, in consultation with the Chair or Vice Chair, during the summer

MOTION by Brotherlin, second by Wright to authorize the Superintendent to hire and accept resignations, in consultation with the Chair or Vice Chair, during the summer.

Motion Carried: unanimous

r. Update on Illustrative Math Pilot Program

In addition to the discuss above, Dr. Harriman reiterated that the teacher manuals are available online, the student “pacing materials” have been ordered, and there is summer professional development set up for teachers. At this point, everything is moving forward as expected. Principals are making arrangement for all teachers including special education and Gifted & Talented to be trained.

C.Jacobs added this program has been around for 5 years and is best practices. It is important for teachers to have this available for them.

s. Approval of add-on project - Pike Industries

Chair Carr reported that the bid on the Millard Harrison Drive project came in substantially lower than estimated by Oak Point. The bid came in at \$270,205.75 and the estimate was \$425,000.00. The Facilities Committee requested cost estimates for add-ons to the project to include the circle at the High School and Middle School, and the parking lot at the Superintendent’s Office. The estimates came in as follows: Maranacook Circle - \$51,625.00; Superintendent’s Office parking lot - \$99,965.00. The Maranacook Circle add-on will be added to the Pike Industries Millard Harrison Drive project through Oak Point. The Superintendent’s Office project will be a separate add-on project to be completed after the start of the school year.

MOTION by Brotherlin, second by Wright to accept the recommendation of the Facilities Committee and authorize the Superintendent to accept the add-on bids and enter into a contract with Pike Industries for the two add-on projects as described.

Motion Carried: unanimous

t. Acceptance of Nomination of First Probationary Contract Teacher – MCHS Music, Dan Gilbert

MOTION by Brotherlin, second by Wright to accept the nomination of first probationary contract teacher Dan Gilbert as presented. **Motion Carried:** unanimous

7. Executive Session to consider litigation, pending or contemplated, pursuant to 1 M.R.S.A. § 405(6)E

MOTION by Brotherlin, second by Wright to enter Executive Session to consider litigation, pending or contemplated, pursuant to 1 M.R.S.A. § 405(6)E. **Motion Carried:** unanimous

The Board entered Executive Session at 7:42 and returned to Public Session at 7:46 p.m.

8. Adjournment: **MOTION** and second to adjourn at 7:47 p.m.

Respectfully submitted,
James Charette, Superintendent/Secretary
D. Foster, Recorder