

**REGIONAL SCHOOL UNIT #38 BOARD OF DIRECTORS**  
**Manchester Elementary School**  
**October 2, 2019**  
**Minutes of Meeting**

Members Present: Chair Gary Carr, Vice Chair Wendy Brotherlin, Kim Bowie, Patty Gordon, Cathy Jacobs, Shawn Roderick, Melissa Tobin, David Twitchell, Alexander Wright  
Members Absent: Rebecca Lambert, Louise Ridley, Adam Woodford, (one vacant position)  
Student Representatives: Cassidy McCormack, Wyatt Folsom, Claire Holman  
Administrator: Superintendent James Charette, Special Education Director Ryan Meserve, Principals Jeff Boston, Dwayne Conway, Janet Delmar, Abbie Hartford, Kristen Levesque, Assistant Principal Tina Brackley, Finance Manager Brigitte Williams, Director of Maintenance & Transportation Shaun Drinkwater, Adult & Community Education Director Steve Vose

1. Call to Order: Chair Carr called the meeting to order at 6:30 p.m.  
Chair Carr read an email he received from Readfield resident, David Trunnell, complimenting the district for their development of the school improvement plan.
2. Student Representative Reports:  
Dr. Levesque introduced Cassidy McCormack and Wyatt Folsom as the middle school student representatives. Cassidy McCormack and Wyatt Folsom reported on the students' work on team projects as well as school-wide activities at the middle school. They reported on fundraising activities for the purpose of opening a school store, the creation of a school "Green Team" that is working on recycling for the classrooms.  
Dr. Conway reported Dana Reynolds and Claire Holman are the high school student representatives. Claire Holman reported the school year has gotten off to a great start. Student Senate is planning for Homecoming and are also planning with the middle school for "Make A Difference" week. Next week the GAPP students will be arriving, and preparation for the Fall Musical is in full swing.
3. a. Reports:  
In addition to the Board reports included in the board packet, the administrators reported on recent events at their schools and in their programs.

Chair Carr commented that the weekend incident highlights the importance of upgrading the locks on the doors and he wants them fixed immediately; stating that safety is most important.

**MOTION** by Wright to allocate, from the bond, up to \$70,000 to improve the lock system throughout RSU #38. Second by Twitchell.

Mr. Drinkwater reported that the \$70,000 is a very rough figure. Johnson Controls provided the estimate for the high school but they did not access the other school buildings in the district. The estimate for the high school was \$11,000 and this included Mr. Drinkwater doing some of the work himself. He has not received a quote for the entire district.

Discussion ensued about the type of system and who would be responsible for overseeing the system. Mr. Drinkwater responded it would be for a key fob system and he would be in charge of the system.

Ms. Gordon asked whether the \$70,000 from the bond was already earmarked for this project. Chair Carr responded no, but at this time the bond has \$1.7 excess and it would come out of that. Mr. Drinkwater reiterated that \$70,000 is a rough number.

After discussion Mr. Roderick asked if Mr. Wright and Mr. Twitchell would accept an amendment to the motion to increase the amount to \$100,000. Both concurred.

**Motion Carried as Amended:** unanimous

b. Middle School Focus Committee

Ms. Gordon reported on the Middle School Focus Committee's work regarding Standards Based Grading. After a lot of discussion, staff at the MS will use PowerSchool to report traditional grades. They are also working on developing a system to report standards grades. Dr. Levesque added, this school year teachers are only using PowerSchool and teachers are recording standards and are working on a proposal to look at daily work practice. Anything that's not a benchmark would be scored using the traditional grading system; benchmarks will include a traditional score and a standards score to show student progress towards meeting standards. Dr. Levesque added, the rationale for this is that as a middle school they will continue to transition students from a 1-4 into a traditional scale that students will be moving to when they enter high school.

Chair Carr brought up another item, the facilities group needs input from teachers on what it's going to be like in 10 years. What do we need to do different in 10 years? He wants new ideas looking 10 years out as to where we want to be in education. He stated the Committee has to have Select Board members from the towns so they come and listen and figure out what they want to do in 10 years.

Ms. Jacobs noted that last year during budget discussions the Board talked about establishing a committee to look at our district. She asked if Chair Carr was asking for a formal committee. He responded yes, with board members, select board members, teachers and members of the public.

4. Citizens' Comments: none

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

Vice Chair Brotherlin requested to make a statement regarding the letter to the Board from Board member Rebecca Lambert. Ms. Brotherlin stated she emphatically takes issue with the letter. She questioned the report that school board members could not campaign for chair and vice chair. She was not able to find anything that prohibited campaigning. Regarding the statement made about intimidation, she asked if there were any formal records on file of intimidation from board members. Superintendent Charette responded no formal reports were filed.

Mr. Roderick commented that there may not have been formal complaints, but people who talked with him felt intimidated. He will provide the research he found regarding campaigning and will encourage staff to file formal complaints.

Ms. Gordon stated regarding Ms. Lambert's letter, she wanted to add that because of the way the last meeting went we did not get the Board where we need to go. How can we ensure, moving forward, that we are a cohesive group. How can we move forward and make sure people are not behaving inappropriately in the future? How can we ensure this will not occur again?

Ms. Jacobs would like to know how the Board can move forward in a positive way. She asked the Chair and Vice Chair how they will build the trust for this Board. She asked how they plan to rebuild that trust with this board and trust from the community members.

Ms. Tobin asked if they are saying there is legitimately a problem. She prefers the Board gets back to what they need to do.

Mr. Wright asked to move on to nominations.

6. Action Items:

a. Nomination of Officers:

i. Nomination of Board Chair

**Alexander Wright nominated Gary Carr as Board Chair. Wendy Brotherlin seconded the nomination.** No other nominations were brought forward.

Dr. Carr spoke to the work of the Board and to keep decisions at the Board level, stating you can trust everything will be done before you.

Ms. Jacobs asked how she can be assured this will happen. It is very important we have diversity and different ideas; whether we agree or not.

Mr. Twitchell agreed with Ms. Jacobs' point that we need the ability to share different opinions. It is important that everybody is sharing their ideas and that's a form of trust. He likes the idea of keeping everything here at board meetings.

**Nomination of Dr. Gary Carr as Chair carried by a vote of 5 in favor, 3 opposed.**

ii. Nomination of Vice Chair

**David Twitchell nominated Wendy Brotherlin as Vice Chair. Alexander Wright seconded the nomination.** No other nominations were brought forward.

Ms. Brotherlin addressed the Board as to why she should be approved as Vice Chair. She stated that she has felt harassed in the last 2 meetings/weeks herself and had days she wanted to leave. She has only had good intentions for the Board, schools and the community. She didn't realize the trust was so broken and apologized for breaking that trust, but there are lots of rumors. She stated she thinks that reaching out to others behind the scene is not the way to go, but to work through the sub committees and bring those ideas to the full board. She stated that she is here and she puts the extra hours in; we have a fabulous community and she is proud to be part of the Board.

**Nomination of Ms. Brotherlin as Vice Chair carried by a vote of 6 in favor, 2 opposed.**

b. Approval of Minutes of September 18, 2019

**MOTION** by Brotherlin, second by Wright to approve the minutes of September 18, 2019, with the two typographical corrections noted.

**Motion Carried:** 8 in favor, 0 opposed

c. Consideration of out-of-state travel, MCHS, Model United Nations Conference, Boston MA, May 14-15, 2019

**MOTION** by Brotherlin, second by Wright to approve the out-of-state travel request to attend the Model United Nations Conference as presented. **Motion Carried:** 8 in favor, 0 opposed

d. Appointment of Local Delegate and Alternate to MSBA Annual Delegate Assembly

Superintendent Charette reported the Local Delegate represents the RSU #38 Board of Directors at the Maine School Boards Association Annual meeting. The Delegate Assembly is October 24<sup>th</sup>, beginning at 2:30 p.m. Wendy Brotherlin, Cathy Jacobs, Alex Wright and Kim Bowie indicated interest in attending the MSMA Fall Conference.

**MOTION** by Wright, second by Brotherlin to appoint Cathy Jacobs as the RSU #38 delegate to the MSBA Delegate Assembly. **Motion Carried:** 8 in favor, 0 opposed

**MOTION** by Wright, second by Twitchell to appoint Wendy Brotherlin as the RSU #38 alternate delegate to the MSBA Delegate Assembly. **Motion Carried:** unanimous

The Board will be discussing the resolutions being presented to the Delegate Assembly at the October 16<sup>th</sup> meeting. Board members interested in attending the MSMA Fall Conference please contact Donna Foster by Wednesday, October 16<sup>th</sup>.

7. Discussion Items:

a. RSU 38 Reorganization Plan/Funding Formula

Superintendent Charette presented the information regarding the process if the Board wants to look at changing the funding formula. There are two ways to pursue amendments to the costs sharing formula. One requires a majority vote of the full board. Everyone needs to be in attendance and there is currently a vacancy on the Board. The RSU #38 Reorganization plan states that the School Board shall hold at least one meeting of municipal representatives to reconsider the method of sharing costs, and shall give at least 15 days' notice to each municipality comprising the region of any meeting. A second way is if requested by a written petition of at least 10% of the number of voters voting in the last gubernatorial election within the RSU (Section 13b. of the RSU #38 Reorganization Plan, pg.18-19). Superintendent Charette discouraged the Board from having any kind of conversation on the Board level until one of the criteria can be met.

b. Facilities 10-year plan

Chair Carr reported that the Board needs to think about what they are going to do to write the next bond, if another bond needs to be written, the Board needs to be prepared. He reviewed some of the items discussed including building a new high school, stating the elementary schools have over 500 students. He suggested board members ask people in their towns if they are interested in doing something like this. If they want to be on a committee. We don't know when it will open (state building fund).

Ms. Jacobs asked if this is the same committee he was talking about earlier; and where the Strategic Plan comes in to this? She asked when the Board will look at the plan.

Superintendent Charette requested direction from the Board on next steps. It is in the Strategic Plan to begin this discussion. How do we start moving this process forward? What should committee representation look like? What do we expect from the Superintendent?

Discussion ensued regarding the size and composition of the committee. Suggestions included Select Board representatives and School Board representatives from each town, as well as staff and administration for each school and community members. Discussion about keeping the committee around 20 members. Clarification was asked as to whether Chair Carr is looking for a motion. Ms. Jacobs stated perhaps the Board needs to be clear about the goals before asking people to serve a committee; what would be the outcome? Chair Carr responded, if you have to write a bond you know what you need to know. What will education look like in 10 years?

Mr. Twitchell asked if this committee will bring a recommendation to the Board, similar to the futures search where we want this district to be in 10 years and to include in the recommendation specifics about facilities, buildings. (Chair Carr stated get involved in the tangibles.)

Mr. Roderick asked if the goal is to look at the structure of the current school system and look at alternatives. Maybe the outcome from group should be choices instead of a recommendation.

Ms. Gordon suggested, "Get a diverse group of people together to get possible considerations of where we will be as a district in 10 years, along with the pros and cons of each."

Ms. Jacobs asked if this will include a visioning exercise of where you hope things will go. She stated she would advocate for allowing the Superintendent the flexibility to find a facilitator for this process to produce something that can come to the Board. Superintendent Charette stated he would rather participate than facilitate the process.

**MOTION** by Roderick, second by Jacobs to get a diverse group of people together to get possible considerations of where we will be as a district in 10 years, along with the pros and cons of each. **Motion Carried:** 8 in favor, 0 opposed

Mr. Wright asked if the Board agrees to expend money for a facilitator. Superintendent Charette stated he could get the cost for a facilitator. Discussion ensued about what the vote included. It was determined that the authority to expend funds for a facilitator was not included in the vote. Discussion ensued about what was included in the motion.

**MOTION** by Roderick to reconsider the previous vote and table the discussion allowing the Superintendent time to present the Board with suggestions, prepare a draft statement of purpose, and obtain the cost for a facilitator. **Motion Carried:** 7 in favor, 0 opposed, 1 abstained (Twitchell)

8. Informational Items:
9. Adjournment: **MOTION** and second to adjourn at 7:50 p.m.

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