

MAINE SCHOOL ADMINISTRATIVE DISTRICT #37

September 25, 2019

The Regular Meeting of the Board of Directors of RSU/MSAD #37 was held at Narraguagus Jr./Sr. High School, Harrington, Maine on Wednesday, September 25, 2019 to consider and act upon the following items of business:

Board Members Present: Jeffery Beal, Susan Beal, Chris Chartrand, Grace Kennedy, Ronald Kennedy, Gary Magby, Debra Murphy, Charles Peterson, Jr., Dawn Robbins, and Mark Wright

Board Members Absent: Bethany Hartford and Vance Pineo, Jr.

Other persons present: Ronald Ramsay, Lorna Greene, Susan Meserve, Denise Vose, Maria White, Mary Ellen Day, Todd Emerson, Ron Green, and Dawn Fickett

MINUTES

A. INTRODUCTORY BUSINESS

1. The meeting was called to order at 7:00 p.m. by Vice-Chair Debra Murphy. She noted that Directors Hartford and Pineo were excused from tonight's meeting due to other obligations.
2. **RE: APPROVAL OF MINUTES OF THE AUGUST 28, 2019 REGULAR MEETING**
ACTION: Motion by Charles Peterson, Jr., second by Grace Kennedy, and voted (784-yes, 60-abstentions) to approve the minutes of the August 28, 2019 regular meeting as printed. (Robbins abstained as she was absent from that meeting.)
3. **RE: REPORT—SUPERINTENDENT OF SCHOOLS (Including Legislative Updates)**
INFORMATION: Supt. Ramsay reported that the school year is off to a great start. It's hard to believe that we are already in our fourth week of school and September is almost over. He reported that the CTE/FEDES project is progressing. The attached building was torn down yesterday. The closing date has been scheduled for October 10th. The well/pump were tested, and everything worked fine. The water test came back good. The septic was also pumped and tested. The building is almost entirely cleaned out and the seller has assured him it will be done by the closing date. Lyndon Keck expected to have the bid specs this coming week, which keeps us on schedule with the timetable he gave us. Drummond Woodsum has provided us with some votes to take later on the agenda to keep the project moving forward.

He also reported on the following items:

- Enrollment is at 704, which is up 23 from this time last year. This is the first time in 10 years that we have been over 700, which is a good thing.
- He did the Baseline Walk with grade 7 today. As an introduction, he taught 3 classes on Monday so that students would be aware of what they were going to see today. It was a great day for a walk, with cool temps. He really enjoyed it and hopes the students did as well.
- The district is excited to launch a new MSAD 37 app for smart phones. We started working on this many months ago, and the A-team has worked since spring getting everything ready for the launch. The app gives users quick access to news, events, lunch menus, staff, policies, etc. People can download the app through the Apple or Google stores.
- The legislature passed a tremendous amount of laws this past session, with a lot relating to education. Many of them went into effect on September 19th. We will be looking at policy changes to bring us in line with the new laws in the near future. MSMA is working on draft language for schools to use.
- He noted that five years ago we moved the 7/8 grades to the high school and started PreK; Six years ago, we had just completed the window/wall project at NHS; and, seven years ago Cherryfield withdrew from our district!

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

- Athletics/Student Activities—Debra Murphy noted that this committee met earlier tonight to interview a candidate for soccer and will discuss that later on 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 the July and August 2019 statements show expenditures for the new fiscal year. There are a few corrections still to be made in coding that should be resolved by the September statement.

He noted that the June 2019 statements for revenues and expenses represent the fiscal year end June 30, 2019. He was pleased that we ended the year with more \$342,000 revenues than we anticipated and \$484,866 less expenditures than budgeted for. Since we put \$500,000 in the FY20 budget as a Balance Forward, this helps us meet that figure and have some besides to go into undesignated. This will be helpful since we've purposefully spent down some of that fund and will help should unanticipated expenses come up due to emergency projects or the CTE project.

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

INFORMATION: Denise Vose noted that she attended a 504 training with Eric Herlan on 9/13 and the Washington County SpEd Directors' Meeting on the 19th. She has chaired 26 IEP meeting and five 504 meetings so far. We are currently serving 154 special education students and 25 students with 504 plans.

Susan Meserve reported an enrollment of 149 at Harrington with 15 students in the PreK. It has been a very busy month. Open House was on September 5th, as well as the Title I Family Night. The Toy Story theme was enjoyed by students and parents. Woodsy Wednesdays, with the Outdoor School, are going well and students are enjoying exploring the outdoors. Students used fresh veggies from the school garden to make soup for their Souper Contest. She, Mr. Ramsay, and Dawn taste-tested all seven varieties and selected the Chicken Gnocchi made by grade 5 as the winner! Students harvested what was left in the garden and donated the vegetables to the food pantry. Students raised over \$500 in their Walk for the Cure, with proceeds going to Children's Cancer Research. Kelly Hinkle, aka The Downeast Cowboy, visited the school with his drone during the Walk for the Cure. Students were excited to see drone demonstrations by Mr. Hinkle.

Lorna Greene noted that it has been a good start at DW Merritt. It's hard to believe that Progress Reports come out next week. Enrollment is at 106 with 14 in PreK. The school is focusing on Character Building and Kindness this year. Open House was well attended on the 18th, as was the Family Night event. Soccer is doing well. Student Council elections have been held. Cross Country has 37 students running. Professional Development: New hire training was held on Monday at DW Merritt. ESSA: Family Night events were held at all the Open Houses. Title IA staff worked together to plan the events with a Toy Story Theme. All went well. Title IA staff have met to review guidelines and paperwork requirements. G/T programming is under way and events have been planned for the school year.

Maria White reported an enrollment of 137 with 15 in PreK. Open House/Family Night at Milbridge was on the 12th. New staff members were introduced, and Ed Latham did an Apptegy demo for parents. Tree is working on leadership with Grade 6 and "Somedays" with all the students. Kelli Kennedy is volunteering on Fridays for the Somedays. There are 22 ELL students and 32 special education students in Milbridge

right now. Two of the grades have 22 students in them, so numbers are climbing. Soccer is undefeated so far this season on a team that includes 5th graders. They will have an online store up soon through Wight's Sporting Goods so that family and community members can order Tiger Wear.

Mary Ellen Day reported an enrollment of 311 at Narraguagus, with 204 in the high school and 107 in the junior high. They have had a great start with parents, students, and staff being very positive. Students have noticed some of the changes around the school such as painting, etc. Sports teams are doing well. Open House went well. Grade 8 has been to the EdGE center for the Leadership Program this week. Grade 7 enjoyed the Baseline Walk with Mr. Ramsay. A dedication of Mary's Garden, in memory of Mary Endre, was held on Friday, the 20th. This area between the two wings out back has benches, flower gardens, etc. There was a great turnout for the dedication, which was very moving. Juniors and Seniors have been on college tours and to the college fair already.

7. RE: AGENDA ADJUSTMENTS

ACTION: Motion by Charles Peterson, Jr., second by Mark Wright, and voted (unanimously) to table this article as there are no adjustments needed.

B. OLD BUSINESS

1. RE: ACCEPTANCE OF BID FOR TRANSPORTATION OF CTE STUDENTS TO MACHIAS FOR 2019-2020

ACTION: Motion by Dawn Robbins, second by Mark Wright, and voted (unanimously) to accept the bid from Cynthia Grant to transport students to Machias for CTE for 2019-2020 at the cost of \$120/day.

2. RE: HIRING SOCCER COACH AT HARRINGTON ELEMENTARY SCHOOL

ACTION: Motion by Mark Wright, second by Charles Peterson, Jr., and voted (unanimously) to ratify the hiring of Tiffany Strout as soccer coach at Harrington as recommended by the Athletic Subcommittee and Supt. Ramsay.

3. RE: APPROVAL OF COACHING CHANGES AT DW MERRITT

ACTION: Motion by Mark Wright, second by Grace Kennedy, and voted (unanimously) to approve the following coaching changes at DW Merritt: Donna Raineri, cross country; Wren Wakeman, cross country volunteer assistant; and Amanda Kowalsky, soccer.

4. RE: APPROVAL OF 2nd READING OF NEW REFERRAL FORM FOR SPECIAL EDUCATION

ACTION: Motion by Chris Chartrand, second by Grace Kennedy, and voted (unanimously) to approve the second reading of the new referral form for special education.

C. NEW BUSINESS

1. RE: APPROVAL OF JMG OVERNIGHT TRIP TO THE PINE TREE CAMP IN ROME, ME- OCT. 15 & 16

ACTION: Motion by Ronald Kennedy, second by Mark Wright, and voted (unanimously) to approve the JMG overnight trip to Rome on October 15 & 16.

2. RE: APPROVAL OF SKIPPER'S PROGRAM OVERNIGHT TRIP TO SCHOODIC INSTITUTE IN WINTER HARBOR-SEPT. 24 & 25

ACTION: Motion by Mark Wright, second by Grace Kennedy, and voted (unanimously) to approve the Skippers' Program overnight trip on Sept. 24 & 25. Mr. Ramsay noted that the new teacher was not aware of this trip before last board meeting, which is why the request was late.

3. RE: APPROVAL OF VOLUNTEER ASSISTANT FOR SOCCER AT NHS

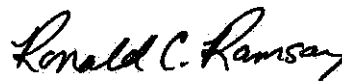
ACTION: Motion by Dawn Robbins, second by Mark Wright, and voted (unanimously) to approve Dan Kane as a volunteer assistant for boys' soccer at NHS.

4. **RE: ELECTION OF DELEGATE FOR MSBA DELEGATE ASSEMBLY ON OCT. 24th**
ACTION: Motion by Mark Wright, second by Dawn Robbins, and voted (unanimously) to elect Vance Pineo, Jr., as the delegate for the MSBA Delegate Assembly on October 24th.
5. **RE: VOTE TO AUTHORIZE THE DOWN EAST MAINE CTE COLLABORATIVE, SELECT ARCHITECT, AND ACQUIRE PROPERTY USING FEDES GRANT FUNDS**
ACTION: Supt. Ramsay noted that this vote was wording the attorneys felt was important to have the board formally vote on even though they have been verbally approved already. He noted that he had previously discussed the seller wanting us to include a clause in the deed about the seller having first refusal to buy should we ever decide to dispose of the building; however, it is not legal for us to put that in the deed of a school property. The first amendment to the Purchase and Sales Agreement will indicate that the Seller has no right of first refusal with respect to the premises but that the deed will include a provision that prohibits use of the site for a gas station, hardware store, garden center, or grocery store for a period of 15 years from the date the deed is recorded in the Registry of Deeds.

Motion by Jeffery Beal, second by Charles Peterson, Jr., and voted (unanimously) that the vote entitled, "Vote to Authorize the Down East Maine CTE Collaborative, Select Architect, and Acquire Property Using FEDES Grant Funds" be adopted in form presented to this meeting, and an attested copy attached with these minutes.

6. **RE: ADJOURNMENT**
ACTION: Motion by Charles Peterson, Jr., and voted (unanimously) to adjourn the meeting at 8:04 p.m.

Respectfully submitted,



Ronald C. Ramsay
Secretary to the Board

MEETING SUMMARY, August 28, 2019

A. INTRODUCTORY BUSINESS

2. APPROVED minutes of the 8/28/19 regular meeting;
7. TABLED agenda adjustment;

B. OLD BUSINESS

1. ACCEPTED bid from Cynthia Grant for Machias CTE transportation;
2. HIRED Tiffany Strout as soccer coach at Harrington;
3. APPROVED coaching changes at DWM: Donna Raineri, x-country; Wren Wakeman, x-country assistant; Amanda Kowalsky, soccer;
4. APPROVED 2nd reading of new referral form for special ed;

C. NEW BUSINESS

1. APPROVED JMG overnight trip to Rome on 10/15-16;
2. APPROVED Skipper's Program overnight trip to Winter Harbor on 9/24-25;
3. APPROVED Dan Kane as soccer volunteer assistant;
4. ELECTED Vance Pineo, Jr., to the delegate assembly;
5. VOTED to authorize Downeast CTE Collaborative, select architect; and acquire property using FEDES grant funds

September 25, 2019

Motion: I move that the vote entitled, "Vote to Authorize the Down East Maine CTE Collaborative, Select Architect, and Acquire Property Using FEDES Grant Funds" be adopted in form presented to this meeting.

**VOTE TO AUTHORIZE THE DOWN EAST MAINE CTE COLLABORATIVE,
SELECT ARCHITECT, AND ACQUIRE PROPERTY USING FEDES GRANT FUNDS**

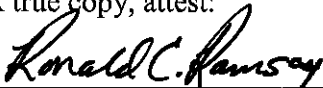
Pursuant to the laws of the State of Maine, including Sections 1001, 1476, and 8403-A of Title 20-A of the Maine Revised Statutes, approval of the voters of Maine School Administrative District No. 37 (the "District") at a referendum duly called and held on June 11, 2019 (the "Referendum"), and approvals of the Maine Department of Education, the School Board of the District hereby VOTES as follows:

1. That the project to create a satellite program to expand career and technical education offerings for District students, known as the Down East Maine CTE Collaborative and more fully described in the District's proposal to the Maine Department of Education ("Department") RFP #201806118, (the "Project") is hereby approved and authorized;
2. That the Superintendent of Schools (the "Superintendent") is authorized to accept in the name and on behalf of the District a Fund for the Efficient Delivery of Educational Services grant ("FEDES Grant") in the amount of \$2,049,655.00 to fund the Project, and to execute and deliver in the name and on behalf of the District a grant agreement with the Department (the "FEDES Grant Agreement"), and any prior such action is ratified and confirmed;
3. That the Superintendent is authorized to execute and deliver a Purchase and Sale Agreement between the District as buyer and Elmer's Enterprises, LLC as seller providing for the District's acquisition of a lot or parcel of land, being 6+/- acres, with all buildings and improvements thereon, located at and near 11 Addison Road in the Town of Columbia and being a portion of the property shown on the Town of Columbia Tax Map 3 as Lot 6 (the "Premises") for a purchase price of up to \$165,000.00 and in such form and containing such other terms not inconsistent herewith as the Superintendent may approve, and to finance the acquisition of the Premises using the FEDES Grant, and any prior such action is ratified and confirmed;
4. That the Superintendent is authorized to advertise, request qualifications, schedule interviews, and take all other steps as may in the Superintendent's judgment be necessary or appropriate to select an architect for the renovation, construction, and equipping of the Premises in order to serve the Project, all on such terms not inconsistent with the FEDES Grant Agreement or this Vote, and any prior such action is ratified and confirmed;
5. That the Superintendent is authorized in the name and on behalf of the District to accept or grant easements and to execute and deliver a deed or deeds and such other documents and instruments and to take such other actions as may in the Superintendent's judgment be necessary or appropriate to effectuate the acquisition of the Premises, including without

limitation the incurrence of related costs, including survey, appraisal, title search/insurance, legal, recording, property inspection, insurance, and other reasonable due diligence and closing costs, and any prior such action is ratified and confirmed;

6. That if the Superintendent or any other officer or official of the District is for any reason unavailable to, as applicable, approve, execute, attest, or deliver the FEDES Grant Agreement, said Purchase and Sale Agreement, said deed or deeds, or any other documents or instruments authorized under this Vote, the person acting in any such capacity, whether as interim, successor, assistant, deputy, or otherwise, is authorized to act for such officer or official with the same force and effect as if such officer or official had performed such act; and
7. That an attested copy of this Vote is to be filed with the minutes of this meeting.

A true copy, attest:



Ronald C. Ramsay, Secretary
Maine School Administrative District No. 37