

**REGIONAL SCHOOL UNIT #38 BOARD OF DIRECTORS**  
**Maranacook Community Middle School**  
**November 6, 2019**  
**Minutes of Meeting**

Members Present: Chair Gary Carr, Vice Chair Wendy Brotherlin, Kim Bowie, Patty Gordon, Rebecca Lambert, Betty Morrell, Shawn Roderick, Melissa Tobin, David Twitchell, Alexander Wright

Member Absent: Cathy Jacobs, (two vacant positions)

Student Representatives: Cassidy McCormack, Wyatt Folsom, Claire Holman, Dana Reynolds

Administrator: Superintendent James Charette, Special Education Director Ryan Meserve, Principals Jeff Boston, Dwayne Conway, Janet Delmar, Abbie Hartford, Kristen Levesque, Assistant Principal Tina Brackley, Director of Curriculum, Instruction & Assessment Nancy Harriman, Finance Manager Brigette 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 6:35 p.m.
2. Student Representative Reports:

Middle School representatives Wyatt Folsom and Cassidy McCormack reported on team projects as well as recent field trips. They also reported the school held a recognition assembly for everyone involved in activities and clubs, and winter sports will begin soon.

High School representatives Dana Reynolds and Claire Holman reported on Homecoming events noting that the proceeds from the Homecoming Dance were donated to local heating assistance programs. Make A Difference week proceeds were donated to the Maranacook Food Pantry as well as other food pantries in the area. Other reports included the German Foreign Exchange program, the upcoming school musical, and the successes of the fall sports teams.
3. Presentation: ALICE Training:

Assistant High School Principal Tina Brackley and Readfield Elementary School Education Technician Patti Salpietro presented on ALICE, a proactive approach to handling violent critical incidents in schools. Ms. Brackley and Mrs. Salpietro attended a training over the summer and are now ALICE certified trainers. They reported that ALICE authorizes and empowers individuals to utilize human action, building infrastructure, and communication options to increase their chances of survival. They reviewed the training they received over the summer and requested the Board's approval for RSU #38 to become an ALICE certified organization, which means 75% of the staff will have completed the blended learning model. The Maine DOE does not give schools protocols to use and ALICE exceeds federal and state guidelines in protecting students and staff. They reviewed how the curriculum would differ for elementary school students and middle and high school students.

If the Board authorizes the request the next steps would be as follows: 1) educate the community; 2) train the district's emergency teams; 3) have a team of ALICE Certified Instructors staff and train more in the summer of 2020; 5) Train all staff during the fall of 2020 (emergency teams will be on Year 2 training); and 6) student curriculum implementation, fall 2020. To become an ALICE organization, there is a financial commitment of \$3,500-\$4,000 per year??, and we will need to make changes in our emergency procedures around the ALICE guidelines. This cost

includes assistance in making these changes, web-based e-Learning Training, and student curriculum.

Discussion ensued regarding the training, which would be provided by the District's ALICE certified trainers and other area school districts that are also adopting this program. Superintendent Charette reported that the district became involved because the RSC offered to train staff members from each member district. Financially, we could possibly pay for the program through the RSC for the next year or two. This program would enhance the district's current Emergency Management Plan.

The Board will be asked to vote to approve moving forward with the plan at the December 4<sup>th</sup> meeting.

4. Reports:

a. Administrators:

In addition to the Board reports included in the board packet, administrators reported on recent events at their schools and in their programs, and responded to questions.

b. Facilities Committee:

Mr. Wright provided a report on the first facilities meeting for the school year, noting that they discussed upcoming projects including ADA projects, a solar project, and discussion on the new locks for the schools.

c. Policy Committee:

Ms. Gordon reported on the policy committee meeting noting that they spent time confirming how they would look at policies for the year; they looked at some policies that need first review; and heard from Superintendent Charette regarding policies that need review based on the last legislative session.

d. MSMA Fall Conference

Superintendent Charette, Kim Bowie, Wendy Brotherlin, Cathy Jacobs, and Alexander Wright attended the conference. Members present and Superintendent Charette reported on some of the sessions they attended.

5. Citizens' Comments: none

6. Additions/Adjustments:

Superintendent Charette requested the following additions to the agenda under item 7, Action Items:

i. Acceptance of resignation of Amber Davis, Mt. Vernon grade 5 teacher;

j. Appointment of first probationary contract teacher, Rachel Smith, Gifted & Talented;

k. Appointment of first probationary contract teacher, Jennifer Durrell, WES, Grade K

7. Action Items:

a. Approval of Minutes of October 16, 2019

**MOTION** by Brotherlin, second by Wright to approve the minutes of October 16, 2019 as presented. **Motion Carried:** 9 in favor, 0 opposed, 1 abstained (Morrell)

b. Acceptance of donations

**MOTION** by Brotherlin, second by Wright to accept the donations as presented.

**Motion Carried:** unanimous

c. Approval of revised Support System Certification Handbook

**MOTION** by Brotherlin, second by Wright to approve the revised Support System Certification Handbook as presented.

Superintendent Charette reported that teachers Leslie Boyce and Toni Parker, Co-Chairs of the district's certification committee are present to answer questions regarding the revisions to the handbook. All districts are required by the State to have Certification Committees and Handbooks for teachers to obtain their credentials. Ms. Boyce and Ms. Parker reported that the changes being proposed are recommended to make the process better for teachers while still meeting state credentials. **Motion Carried:** unanimous

d. Approval of Snow Plow/Sanding Bid

**MOTION** by Morrell, second by Brotherlin to approve awarding Scott Lyon Construction, Inc. the snow plow/sanding bid for Manchester Elementary School as presented. **Motion Carried:** unanimous

e. Approval of Capital Area Technical Center (CATC) Regional Agreement

**MOTION** by Brotherlin, second by Wright to approve the Capital Area Technical Center Regional Agreement as presented. Superintendent Charette reported there are no changes to the Regional Agreement from last year. **Motion Carried:** unanimous

f. Approval of RSU #38 Emergency Management Plan

**MOTION** by Brotherlin, second by Wright to approve the Emergency Management Plan as presented. Superintendent Charette reported that the District-wide committee met earlier today and there will likely be changes made over the next year. Any changes will be brought back to the Board for approval for the next school year.

**Motion Carried:** unanimous

g. Consideration of overnight trip, Middle School, Chewonki Foundation, April 28-May 1, 2020

**MOTION** by Brotherlin, second by Wright to approve the middle school overnight trip to the Chewonki Foundation as presented. Question was asked about using private cars to transport the 65 students. Dr. Levesque replied that the students will be transported by bus and private cars are used to assist in getting all the students' gear and supplies to the site. She will make the change on the form. **Motion Carried:** unanimous

h. Acceptance of Department of Justice COPS Grant

**MOTION** by Morrell, second by Wright to accept the COPS grant.

Question was raised about how this will work since the Board approved the expenditure of up to \$100,000 for a new lock system for the schools. Superintendent Charette responded that once bids are received for the project, the Board will need to vote to accept the bid. There will be an update at that time on how the funds will be used. This grant was written to provide bullet proof glass at one of the schools.

**Motion Carried:** unanimous

i. Acceptance of resignation of Amber Davis, Mt. Vernon grade 5 teacher

**MOTION** by Brotherlin, second by Wright to accept the resignation of Amber Davis as presented. **Motion Carried:** unanimous

j. Appointment of first probationary contract teacher, Rachel Smith, Gifted & Talented

**MOTION** by Brotherlin, second by Wright to approve the appointment of first probationary contract teacher, Rachel Smith, Gifted & Talented.

**Motion Carried:** unanimous.

k. Appointment of first probationary contract teacher, Jennifer Durrell, WES, Grade K

**MOTION** by Brotherlin, second by Wright to approve the appointment of first probationary contract teacher, Jennifer Durrell, WES, Grade 5.

**Motion Carried:** unanimous.

8. Discussion Items:

a. Policy First Reading BCC/GBCA, Nepotism

Superintendent Charette reported this is the first reading of revised Policy BCC/GBCA. Any questions or comments should be submitted to him or one of the Policy Committee members prior to the next Policy Committee meeting.

b. RSU #38 Strategic Plan

Superintendent Charette reported he included the Strategic Plan on the agenda based on a discussion at the last meeting regarding building a plan for the future and what we want our schools to look at. He noted that Goal #5, ensure sustainable sources of funding and develop operational efficiencies that support the changing educational environment, and a discussion at the March 2019 Board meeting when there was a discussion of costs to individual towns. Chair Carr added he will frame some ideas and the facilities committee can sit down and expand on it and share it at the December Board meeting.

9. Informational items, upcoming meetings (see agenda)

10. Executive Session to consider labor contract proposal discussions between Maranacook Area School Staff Association and RSU #38 Board of Directors pursuant to 1 M.R.S.A. §405 (6)(D)

**MOTION** by Brotherlin, second by Wright to enter Executive Session to consider labor contract proposal discussions between Maranacook Area School Staff Association and RSU #38 Board of Directors pursuant to 1 M.R.S.A. §405 (6)(D). **Motion Carried:** unanimous

The Board entered Executive Session at 8:30, and returned to Public Session at 9:08 p.m.

11. Action following Executive Session

**MOTION** by Morrell to go back to the Negotiations Team and ask for justification for the academic stipends and reduce the athletic stipends so there is a 2 to 3 percent overall increase and to discuss multi-year steps. Motion was seconded by Wright. **Motion Carried:** unanimous

12. Adjournment: **MOTION** and second to adjourn at 9:09 p.m.

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