

REGIONAL SCHOOL UNIT #38 BOARD OF DIRECTORS
Manchester Elementary School
October 16, 2019
Minutes of Meeting

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

Member Absent: Louise Ridley, (two vacant positions; 1 Manchester, 1 Readfield)

Administrator: Superintendent James Charette, Principals Jeff Boston, Dwayne Conway, Kristen Levesque, Assistant Principal Tina Brackley, Finance Manager Brigitte Williams, Director of Curriculum, Instruction & Assessment Nancy Harriman

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

2. Citizens Comments: none

3. Additions/Adjustments to the Agenda by Board and/or Superintendent: none

4. Presentation: Career and Education Development, Grades 6-12

Dr. Nancy Harriman introduced members of the Career and Education Curriculum Team who presented the work of the Committee. Presenting members were Middle School Teacher Anna Satterfield, Middle School Principal Dr. Kristen Levesque, and High School Assistant Principal Tina Brackley. Dr. Harriman noted that the purpose of the Career and Education Development Curriculum is to ensure that all learners have a smooth personalized learning journey that is purposeful.

Ms. Satterfield reported on the advisee system at the middle school and how this curriculum is taught at the middle school level, providing examples for each grade level. She also provided an overview of how the Choices 360 program is utilized at the middle school.

Question was asked about how to eliminate the gaps students face when going from 5th to 6th grade, so when children reach the middle school they are prepared.

Ms. Satterfield reported that middle school teachers visit 5th grade teachers and talk about individual students; this is the biggest transition students in our district will make until college. The Advisee System is another support for the 6th graders. Sixth grade advisors spend a big part of the year getting to know the students and trying to work with families to lessen the pressure on students.

Ms. Brackley reported that she joined the team last year. The High School Advisee Program is similar to the Middle School. High School students take career and technical classes in 9th grade, grades 9/10 work on career planning, grade 11 works on college planning and grade 12 works on financial planning. Ms. Brackley reported on the work high school teacher Cal Dorman has done with the program, Choices 360, and how staff and students utilize the program.

The Board Curriculum Committee encouraged the Team to think of which resources would be needed. Choices 360 is the program the Team selected. Dr. Levesque added that up to this point Choices 360 has been paid for through the Gear Up Grant.

Question was asked as to whether Choices 360 could work for students in grades 4 and 5. Dr. Harriman replied responded that we do not have a system or time in place to add it at the elementary level. The 5th grade teachers are encourage to take part in the College Circle program, but it is not required; classroom teachers have to take time from other things to do this. Junior Achievement has been discussed a lot at grade levels, but there's an economics standard there; if we could get enough volunteers we would like to add it for all 4th and 5th graders.

How does this program work for students who are not college bound? Ms. Brackley responded they are instilling post-secondary opportunities; talking to kids about what the opportunities are beyond the walls of our schools. Staff have open, honest conversations with students. Dr. Levesque added that the 8th graders discuss post-secondary planning. They visited a day care center, kitchen, hospital, auto dealership, Johnny's Selected Seeds, etc.

Mr. Roderick suggested looking into hold a reverse job fair, and offered to help.

Ms. Gordon added that as a member of the Curriculum Committee, the Committee likes the way Choices 360 focuses on student goals and decision making; it's not a specific pathway; it is individualized. Dr. Harriman added that Choices 360 is one tool that is used. The goal is that families will realize they can log in with their students and utilize the program for more things.

5. Action Items:

a. Approval of Minutes of October 2, 2019

MOTION by Brotherlin, second by Wright to approve the minutes of October 2, 2019.

Motion Carried: 10 in favor, 0 opposed, 1 abstained (Lambert)

b. Appointment of first probationary contract teacher, MS, Katherine Jewett

MOTION by Brotherlin, second by Wright to appoint Katherine Jewett to a first probationary teacher contract as presented. **Motion Carried:** unanimous

c. Consideration of out-of-country travel, Germany, Austria, June 19-28, 2020

MOTION by Brotherlin, second by Wright to approve the out-of-country travel request to Germany and Austria, as presented.

Superintendent Charette reported this travel trip is to give students who miss the GAPP exchange to experience traveling to Germany. This is fully paid by parents and students. If interested, contact Mr. Charette for more information on Mr. Fecteau's plans for the trip.

Motion Carried: unanimous

d. Approval of Career and Education Development Curriculum

MOTION by Brotherlin, second by Jacobs to approve the Career and Education Development Curriculum. **Motion Carried:** unanimous

6. Discussion Items:

a. MSBA Proposed Resolutions

Superintendent Charette reported that one of the responsibilities of the MSBA Delegate Assembly is to adopt resolutions that express the beliefs and purposes of the MSBA. Cathy Jacobs, as the RSU #38 Delegate, will be voting on the following resolutions based on the Board's recommendations. The following resolutions were provided to the Board in the board packet. The Board discussed and supported each of the resolutions.

b. Roberts Rules

Superintendent Charette reported this discussion was added as a request from a board member. There is a brief Roberts Rules sheet included in the board packet that was found on line that outlines some of the main items various boards comes across during meetings. There was no further discussion.

7. Informational Item: Maine Strategic Planning Summit

Chair Carr requested this document be included in the board packet as informational for the Board's upcoming work with teachers on a 10-year plan. Dr. Carr pointed out how schools drive the State's economy and the need in the State for more people to pursue trades. He has met with the Superintendent and has agreed to take it off his worry list for the time being. Ms. Jacobs recommended review of the district's Strategic Plan as a starting point in this work. Superintendent Charette added he plans to have an update at one of the March or April Board meetings, providing information on how the district is doing on each of the goals and objectives of the plan. The Strategic Plan is on the district's web site for those who want to review it. Ms. Gordon added it is the Board's charge to review the document and do what the plan states. Superintendent Charette will add it to the November meeting.

Suggestion was made to invite the District's Legislative Delegation to an upcoming meeting prior to budget preparations.

8. Adjournment: **MOTION** by Brotherlin, second by Jacobs to adjourn at 7:50 p.m.

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