

**MAINE SCHOOL ADMINISTRATIVE DISTRICT #37**  
**December 18, 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, December 18, 2019 to consider and act upon the following items of business:

**Board Members Present:** Jeffery Beal, Chris Chartrand, Bethany Hartford, Grace Kennedy, Ronald Kennedy, Gary Magby, Charles Peterson, Jr., Vance Pineo, Jr., Dawn Robbins, and Mark Wright

**Board Members Absent:** Susan Beal and Debra Murphy

**Other persons present:** Ronald Ramsay, Denise Vose, Lorna Greene, Susan Meserve, Mary Ellen Day, Todd Emerson, Tiffany Strout, Michael Milazzo, and Dawn Fickett

**MINUTES**

**A. INTRODUCTORY BUSINESS**

1. **The meeting was called to order at 7:02 p.m. by Chairman Pineo.** He noted that Directors Susan Beal and Debra Murphy were excused from the meeting tonight due to other obligations.
2. **RE: APPROVAL OF MINUTES OF THE NOVEMBER 20, 2019 REGULAR MEETING**  
**ACTION:** Motion by Mark Wright, second by Grace Kennedy, and voted (557-yes, 302-abstentions) to approve the minutes of the November 20, 2019 regular meeting as presented. (J. Beal, Hartford, & Peterson abstained as they were all absent from the meeting.)
3. **RE: REPORT—SUPERINTENDENT OF SCHOOLS (Including Legislative Updates)**  
**INFORMATION:** Superintendent Ramsay noted it has been busy since the last board meeting only three weeks ago. The CTE project is moving along. The Facilities/Maintenance Subcommittee has met twice, and two meetings related to the project were held earlier this evening—one with CHA architects and one with the low bidder for the project. We will be considering their bid later on the agenda. The schools have all been busy with activities leading up to the holiday break. He and Dawn visited all the classrooms in the district yesterday to deliver hams to staff and goodies to the students. It was a fun day!
4. **RE: SUBCOMMITTEE REPORTS**  
**INFORMATION:**
  - Athletics/Student Activities—none
  - Curriculum & Instruction—none
  - Negotiations & Grievance—none
  - Policy & By-laws—Grace Kennedy reported that the subcommittee met and reviewed some revisions to policies due to law changes. First readings are on the agenda later for consideration.
  - Facilities, Maintenance, Safety, & Transportation—Bethany Hartford reported that this committee met twice on the CTE project and has a recommendation later on the agenda.
5. **RE: REVIEW OF FINANCIAL STATEMENTS**  
**INFORMATION:** Superintendent Ramsay noted that we are in good fiscal shape and where we should be at this point in the fiscal year.
6. **RE: ADMIN REPORTS INCLUDING ESSA, G/T, PD, & A SPECIAL ED TUTORIAL**  
**INFORMATION:** Denise Vose reported that special ed has been very busy with 21 referrals this fall, along with several evaluations for placement. Nine students have been found eligible; two were identified as 504-eligible, and a couple have been dismissed.

Susan Vose noted an enrollment of 139 at Harrington. Basketball has begun. The PTSG held a holiday sale for students last week, where students were able to purchase small gifts for family members. A fun time was had by all. The Student Council held a door-decorating contest. The Tooth Ferry visited on Monday. The Holiday Concert drew a big crowd. The Frogtown Puppeteers were in today and presented The Grinch to students.

Lorna Greene reported an enrollment of 107 at DW Merritt. On November 22<sup>nd</sup>, 58 family members attended the Fall Family Lunch. The Boosters Club made holiday ornaments with students. Fifth grader, Bailey Thompson, was the winner of the school Geography Bee. The Holiday Program was standing room only. In Professional Development, staff continue to meet in their PLCs (Professional Learning Communities) with a focus on trauma and how it affects students. An ESSA Monitoring Document has been submitted to the DOE, as required. Students in the G/T program visited the Down East Institute recently to learn more about marine science.

Mary Ellen Day noted an enrollment of 307 at Narraguagus. She recently attended the Maine Principals' Association Fall Conference. Progress reports went out on December 6<sup>th</sup>. The Wreaths Across America events were held this past weekend. A dental hygienist visited the school today. Winter sports are in full swing. December 23<sup>rd</sup> will be First Responders Recognition Night at the ball games. January 6<sup>th</sup> and 7<sup>th</sup> will be Fan Appreciation Nights.

**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**

NONE

**C. NEW BUSINESS**

**1. RE: HIRING SUBSTITUTE(S)**

**ACTION:** Motion by Mark Wright, second by Grace Kennedy, and voted (unanimously) to approve Hadley Bierman as a substitute teacher as recommended by the Superintendent.

**2. RE: HIRING DESTINATION IMAGINATION COACHES**

**DW Merritt—Diana Markley (K-2) and Amanda Kowalsky (3-5)**

**Harrington—Pamela Sawyer (K-2)**

**Milbridge—Alahna Roach (K-2 and 3-5)**

**ACTION:** Motion by Mark Wright, second by Bethany Hartford, and voted (unanimously) to approve the slate of DI coaches as presented.

**3. RE: HIRING COACHES FOR JR. HIGH TRAVEL TEAMS AND GRADE 3 & 4 SKILLS & DRILLS PROGRAM**

**Jr. High Boys' Travel Team—Vincent MacLean, Jr.**

**Jr. High Girls' Travel Team—Zachary Look**

**ACTION:** Motion by Mark Wright, second by Dawn Robbins, and voted (unanimously) to ratify the hiring of the Jr. High Travel Team coaches as recommended by Superintendent Ramsay.

**DW Merritt Grade 3/4 Skills & Drills—Vincent Maclean, Jr., and Sally Maclean**

**Harrington Grade 3/4 Skills & Drills—Jeffery Chick**

**Milbridge Grade 3/4 Skills & Drills—Donald Parker**

**ACTION:** Motion by Jeffery Beal, second by Mark Wright, and voted (unanimously) to ratify the hiring of the Grade 3 & 4 Skills & Drills Basketball coaches as recommended by Superintendent Ramsay.

4. **RE: APPROVAL OF VOLUNTEER ASSISTANTS FOR HIGH SCHOOL ATHLETICS**

- a. **Varsity Boys' Basketball--Daniel Kane**
- b. **Varsity Cheering--Kristin Fahey**

**ACTION:** Motion by Mark Wright second by Charles Peterson, Jr., and voted (unanimously) to approve the above volunteer assistants for high school athletics as recommended by the Superintendent.

5. **RE: APPROVAL FOR MICHAEL MILAZZO TO OFFER PRIVATE MUSIC LESSONS AT NARRAGUAGUS**

**ACTION:** Superintendent Ramsay noted that we have a building use policy that does not allow individuals/entities outside of the school to profit from the use unless the board approves it for the overall good of the students, such as with drivers' education, etc. Mr. Milazzo is our band teacher but has been approached by students and their parents about offering private lessons after school hours. He is willing to do that and feels the school would be a more convenient location for families since he does not live in the immediate area. Lessons would be available to any interested students in our district, and possibly including Cherryfield.

Motion by Dawn Robbins, second by Chris Chartrand, and voted (unanimously) to give approval for Michael Milazzo to offer private music lessons at Narraguagus.

6. **RE: CONSIDERATION OF HIRING A SOCIAL WORKER**

**ACTION:** Superintendent Ramsay noted that we have advertised multiple times this fall for a Guidance Counselor at the elementary schools with no luck finding qualified/certified candidates. He does not have a social worker to hire tonight but thinks that it might be easier to find someone qualified/certified for this position, and it would be a great benefit to our students. For the short-term, he would like to look for a social worker in lieu of a guidance counselor. In the long-term, he might be asking the board to consider funding both in the future. We have more and more needy primary students coming into the district that could use both services. Much discussion followed.

Motion by Mark Wright, second by Jeffery Beal, and voted (unanimously) to authorize Superintendent Ramsay to pursue hiring a Social Worker.

7. **RE: ACCEPTANCE OF PROPOSAL FOR CTE RENOVATIONS**

**ACTION:** Superintendent Ramsay noted that we received two bids for the project. Nickerson & O'Day, Inc. bid \$700,000-\$950,000, while King Construction Services bid \$1,329,477. The subcommittee met on Monday to review the bids. Tonight, they met with our architectural firm, CHA, as well as the low bidder, Nickerson & O'Day. The committee discussed having them begin demolition and pre-work based on a letter of intent pending board approval. Then the subcommittee will meet weekly with the contractor to firm up the price. Within a month, we should have a firm, not-to-exceed, price. We will contract for 8 hours a week with Trey Shaw, a local contractor, to act as Clerk-of-the-Works overseeing the project and keeping things on track.

Motion by Mark Wright, second by Chris Chartrand, and voted (unanimously) to accept the bid from Nickerson & O'Day, Inc. and to authorize Superintendent Ramsay to enter negotiations and issue a contract for renovations.

8. **RE: CONSIDERATION OF 1<sup>st</sup> READING OF POLICY ADDITIONS/REVISIONS**

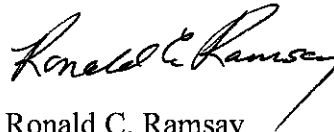
- a. AC-Non-discrimination/Equal Opportunity and Affirmative Action (new policy replacing our current one)
- b. ACAA—Harassment and Sexual Harassment of Students (revisions to existing policy)
- c. ACAA-R—Student Discrimination and Harassment Complaint Procedure (revisions to existing policy)
- d. ACAB—Harassment and Sexual Harassment of School Employees (revisions to existing policy)
- e. ACAB-R—Employee Discrimination and Harassment Complaint Procedure (revisions to existing policy)
- f. ACAD—Hazing (revisions to existing policy)

- g. ADC—Tobacco-free Schools: Use and Possession of Tobacco and Electronic Smoking Devices (new policy replacing our current one)
  - h. BEDH—Public Participation at Board Meetings (revisions to existing policy)
  - i. JEA—Compulsory Attendance Ages (revisions to existing policy)
  - j. JHB—Truancy (revisions to existing policy)
  - k. JICK—Bullying (new policy replacing our current one)
  - l. JICK-R—Bullying-Administrative Procedure (new policy replacing our current one)
- ACTION:** Motion by Charles Peterson, Jr., second by Dawn Robbins, and voted (unanimously) to accept the 1<sup>st</sup> reading of the above slate of revised policies.

9. **RE: ADJOURNMENT**

**ACTION:** Motion by Charles Peterson, Jr., and voted (unanimously) to adjourn the meeting at 8:08 p.m.

Respectfully submitted,



Ronald C. Ramsay  
Secretary to the Board

MEETING SUMMARY, December 18, 2019

A. INTRODUCTORY BUSINESS

- 2. APPROVED minutes of the 11/20/19 regular meeting;
- 7. TABLED agenda adjustment;

B. OLD BUSINESS-None

C. NEW BUSINESS

- 1. HIRED Hadley Bierman as sub teacher;
- 2. HIRED DI Coaches-Markley, Kowalsky, Sawyer, Roach;
- 3. HIRED travel team and grade 3 & 4 basketball coaches-V. MacLean, Z. Look, S. MacLean, J. Chick, D. Parker;
- 4. APPROVED volunteer assistants for high school athletics, Kane and Fahey;
- 5. APPROVED Michael Milazzo offering private music lessons at Narraguagus;
- 6. AUTHORIZED Supt. to pursue hiring a social worker;
- 7. ACCEPTED bid from Nickerson & O'Day, Inc. to do CTE renovations;
- 8. ACCEPTED 1<sup>st</sup> readings of revised policies—AC, ACAA, ACAA-R, ACAB, ACAB-R, ACAD, ADC, BEDH, JEA, JHB, JICK, JICK-R