

**MAINE REGIONAL SCHOOL UNIT #50
REGULAR BOARD MEETING
APRIL 13, 2020
MINUTES
SOUTHERN AROOSTOOK COMMUNITY SCHOOL**

6:30 P.M.

Due to the Covid 19 Public Health Emergency, this meeting was held via ZOOM.

Board members present via ZOOM were: Barbara Burton, Laura Farnsworth, Kasandra Foster, Larry Greenlaw, Carman Lilley, Stephen Porter, Greg Ryan and Paula Stevens.

Others present: Anthony Binotto, selectman from Island Falls and Joe Cyr from the Houlton Pioneer Times.

Also: April Bates, Jessica Greene, Elaine Small, Holly Vining, Janet Vose and Sarah Williams.

1. Call the Meeting to Order.

The meeting was called to order by the Chair at 6:30 p.m.

2. Approval of the Minutes

The Minutes of the Regular Meeting of March 9, 2020 were considered.

Moved to approve by: Laura Farnsworth

Seconded by: Barbara Burton

Vote: Unanimous

3. Time Period to Hear from Citizens: N/A

4. Adjustment(s) to the Agenda: N/A

5. Reports

Board Chair: N/A

Board Vice Chair: The Vice Chair reported that Region 2 approved their Distant Learning Plan at their recent meeting.

Committee Reports –

Building & Grounds – next meeting, June 4

Education – meeting scheduled for May 7 is postponed.

Finance: Holly's report is enclosed.

Negotiations – N/A

Policy: see policy items 7 & 8

Region II – regular meeting on April 14 at 6 p.m.

Principals: Report from April is attached.

Special Services Director: Janet reported out and a handout is attached.

Superintendent: Jon's report is attached.

6. Announcement of Appointments, Resignations and Retirements:
Sona Hallett, Ed. Tech. II has announced her intent to retire at the end of this school year.

7. First Reading of Policies:

In an attempt to reduce our Workers' Comp. rates, we are required to add language to our Job Descriptions for new employees hired in the following departments: custodial, maintenance and food service.

The following statement will be added to the above mentioned Job Descriptions:

Satisfactory completion of pre-employment physical is required.

Moved to approve by: Greg Ryan

Seconded by: Barbara Burton

Vote: Unanimous

8. Second Reading/Adoption of Policies:

BEB – Board Member use of Social Media

BEDH – Public participation at Board Meetings

BIA – New Board Member Orientation

Moved to approve by: Greg Ryan

Seconded by: Barbara Burton

Vote: Unanimous

9. Other Business – New/Old

a. Approval of RSU 50 Remote Learning Plan which will be submitted to the Maine Department of Education. (enclosed)

Moved to approve by: Greg Ryan

Seconded by: Laura Farnsworth

Vote: Unanimous

b. Feeding children during April School Vacation requires the School Board to change the Anticipated School Vacation Closure to an Unanticipated School Closure.

Moved to approve by: Greg Ryan

Seconded by: Laura Farnsworth

Vote: Unanimous

c. Presentation to the Board of the Proposed RSU #50 Budget for FY21.

Holly presented the proposed Budget for FY 21 – details are enclosed.

10. Future Agenda Item(s)

Covid 19 Educational Posts section

Budget meetings update.

11. Upcoming Meetings and Events

The dates originally scheduled for the Budget Workshop and for the District Budget Meeting are “on hold” at this time, pending forthcoming news from Maine’s Governor.

Regular Board Meeting

May 11, 2020 @ 6:30 p.m.

Regular Board meeting will include any policy updates as well as financial reports.

Region 2 Meeting

May 12, 2020 @ 6:00 p.m.

12. Adjournment

Moved to adjourn by: Greg Ryan at 7:50 p.m.

Seconded by: Laura Farnsworth

Vote: Unanimous

Respectfully Submitted:

A handwritten signature in dark ink, appearing to read 'Jonathan Porter', written in a cursive style.

Jonathan Porter, Superintendent
Regional School Unit 50

Finance Update:

1. **New laws** affecting pay and benefits – trying to stay on top of the constant changes and keep staff informed.

- **Families First Act**

- 2 weeks of PAID emergency sick leave for anyone who has the virus, is experiencing symptoms and seeking medical attention, has to care for a loved one with the virus, has to self quarantine, or is unable to work due to school or daycare closure
- Emergency sick leave is subject to the employer's share of Medicare 1.45%, but not Social Security 6.2%. The employee must still pay the full 7.65%
- Expanded FMLA rules to cover COVID and child care up to 12 weeks – not required to pay the entire leave, but must continue to pay benefits

- **Unemployment**

- Offering coverage to anyone who has experienced job loss due to COVID
- May be available for partial loss of income due to COVID (based on a formula – not everyone qualifies)
- Typically not offered to substitutes, but if the loss of work is COVID related such as school closure, subs now qualify
- Most all of our employees and long term subs are still working and being paid under Executive Order, but we do have a couple subs that have qualified

- **CARES Act**

- New rules allowing people to withdraw up to \$100,000 **without penalty** if you or a spouse has COVID or you have a significant loss of income due to COVID. The taxes on the withdrawal are allowed to be paid over a three year period and repayments are not subject to the maximum allowable contribution
- It also doubles the loan limits up to the lesser of 100% or \$100,000 with certain limitations and time restrictions

- **Anthem**

- Waiving co-pays and offering free telemedicine benefits during the pandemic
- As well as many other changes that we have been passing along to staff

2. **MaineCare update** – last month we discussed our MaineCare Seed adjustments and the depletion of our MaineCare fund. Based on the timing of the large Seed adjustments it appeared as though it had something to do with withdrawal. This was not the case. The adjustments were made to our subsidy to cover the cost of students placed out of district by DHS. In the future, when there is a DHS placement out of the district, we will have to budget for 30% of the cost of that placement to cover our share (MaineCare Seed). Our March Seed adjustment should be our final payment for these placements. After that, the adjustments should be significantly less.
3. **Unemployment Return** – Reserve Funds
 - We were expecting a return of \$30,000 from our Unemployment Reserve Fund this spring. Not sure if that is going to happen with the new laws and the additional claims due to COVID.
 - Have currently removed it from our year end projections
 - March expenditures were about \$20,000 below what was forecasted, so that nearly offsets the potential lost revenue
4. **Warrants** – Any questions?

Board Meeting 4-13-2020

Remote Learning has progressed from every elementary student having paperwork sent home in their Wednesday packets (March 18th), to all elementary students (K-5) having devices and most work is being done through the internet.

Teachers are keeping communication logs to document all contact with students. (email, phone calls, Google Meet lessons, Youtube read alouds)

Professional Development has been challenging everyone at this time. Not only is everyone making remote learning happen in their classrooms, but they are also participating in PD. 9 elementary teachers attended a Webinar last Thursday on IXL. SACS had 9 out of 36 participants. Mrs. Bates attended a 2 day class on Responsive Classroom using Zoom.

Below is a summary of what is happening in each classroom.

Remote Learning Resources 4-13-2020

Teacher	Resource
Maggie Pre-K	<ul style="list-style-type: none">● Paper packets● Focus Students
Shelby K	<ul style="list-style-type: none">● Read alouds● IXL● Google Meet● Email● Going to beginning Zearn● Parent Check in at least 1

	<p>time weekly through text message/messenger</p> <ul style="list-style-type: none"> ● Mystery Doug
Diane K	<ul style="list-style-type: none"> ● Read alouds ● IXL ● Google Meet ● Epic ● Email
Taylor 1st	<ul style="list-style-type: none"> ● IXL ● Google Meet ● Zearn ● Email ● Epic ● Google Forms ● https://www.wix.com/lpviral/en-viral?utm_campaign=vir_wixad_live&adsVersion=white&orig_msid=5a7fd30a-a274-4c5f-b678-4195d138796d <ul style="list-style-type: none"> ○ https://tbishop96.wixsite.com/sacsfirsties (work in progress, but we are using it!)
Crystal 1st	<ul style="list-style-type: none"> ● Packets ● Email ● Phone calls ● Google meet
Lana 2nd	<ul style="list-style-type: none"> ● Google Meet- Tu, Th at 2:00 ● IXL ● Zearn ● Daily read-aloud (youtube) ● Daily email ● Epic ● Readworks
Kim	<ul style="list-style-type: none"> ● Google Meet- Individual for

2nd	<p>now, whole group meets starting soon</p> <ul style="list-style-type: none"> ● IXL ● Zearn ● Read-aloud (youtube) 3xweek ● Daily email ● Epic ● Readworks
Janelle 3rd	<ul style="list-style-type: none"> ● Daily email ● IXL ● Zearn ● Lyrics2Learn ● Epic
Sue 3rd	<ul style="list-style-type: none"> <input type="checkbox"/> Daily email <input type="checkbox"/> IXL <input type="checkbox"/> Zearn <input type="checkbox"/> Google Classroom -ELA, Science <input type="checkbox"/> Epic <input type="checkbox"/> SeeSaw <input type="checkbox"/> Lyrics2Learn <input type="checkbox"/> ReadWorks
Liz 4th	<p>~ Google Meets: Class meeting 11:00-12:00 M-F Reading Groups 1 on 1 instruction</p> <p>~Google Docs: Reading and Writing Shared, edited and filed.</p> <p>~Math: Eureka Math Duane Habecker ZEARN IXL & Xtra Math</p> <p>~ELA: Houghton Mifflin SPIRE <u>The Secret Garden</u> IXL</p>

Tera 5th	<ul style="list-style-type: none"> ★ Daily email ★ YouTube read aloud daily and 1 on the weekend ★ Google Hangout daily @4 ★ YouTube documenting egg incubation ★ Kahoots ★ Daily check-ins with parents on FB messenger ★ Zearn (starting Wednesday) ★ IXL- report card aligned skills and individual action plans (printed and sent home) ★ Duane Haebecker ★ Scholastic News online ★ Mystery Science ★ Student Treasures: Scripsi
MaryBeth Reading Recovery	<ul style="list-style-type: none"> ● Reading Recovery lessons are happening daily using Google Meet with all RR students.
Hilary Special Ed.	<ul style="list-style-type: none"> *Google Meets individual/Small Groups *Youtube read alouds *Youtube puppet show this week ;) *Google Classroom (trying it out), need to get the parents to help their children join it *Readworks *2xs/week parent check ins by text or messenger *Touch Math Apps
Daphne Special Ed.	<ul style="list-style-type: none"> -Email -Google Meets/ Individual
Sarah Elem. Guidance	<ul style="list-style-type: none"> -Email -Google Meet -Zoom

	<ul style="list-style-type: none">-Virtual Job Shadow-iMovie-YouTube
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Board Notes

- Started Special Ed day 1 of remote learning. Extremely proud of my staff. They hit this challenge running and have knocked it out of the park since the start. SO much professional development is happening.
- Finding positives such as using remote lessons for summer school, snow days, extended sick leaves, BOARD MEETINGS! etc.
- Letter was drafted by Eric Herlan at Drummond and Woodsum and tweaked to fit RSU 50. Sent to all parents.
- All Special Education students have been contacted and are receiving services.
- Switched some students to support a family support system.
- Staff meetings bi-weekly
- IEP's are going very smooth, parents are very appreciative and cooperative. *SAUs are not required to revise an IEP because all students are receiving an alternate mode of instructional delivery of the general education curriculum.*
- Overwhelmed parents with the homeschool due to disability challenges so we restructured the goals and had the family document it in a letter agreeing to change the goals.

Month	# of Students with 504s	# of 504 Meetings	# of Team Meetings	# of 504 Referral Meetings	Transfer In/Out	Graduate	Transfer to IEP
August	16	0	0	0	0		0
September	15	4			0/1		0
October	11		1	0	0/3		1
November	11	0	1	0	0/0		0
December	11	0	2	1	0/0		0
January	11	0	0	0	0/0		0
February	11	0	0	0	0/0		0
March	12			0	0/0		0
April				1			
May							
June							

Month	# of Students with IEPs	# of IEP Meetings	# of Referral Meetings	# of Team Meetings	Transfer IEP Meetings	Transfer Out
August	64	0	1	3	3	4
September	69	4	0	1	5	0
October	71	9	1	2	0	0
November	71	6	1	2	0	1
December	70	7	0	1	0	1
January	73	14	1	0	2	0
February	71	4	1	0	0	2
March	71	18	1	1	1	2
April						
May						
June						

RSU 50 Superintendent Notes

April 2020 RSU 50 Board Meeting

1. Student/Staff Recognition

Congratulations to the following students and staff on their recent accomplishments:

2020 Bangor Daily News All-State Girls Team, Honorable Mention: Madison Russell and Makaelyn Porter

2020 Dirigo Boys State: Jacob Brooks & Wyatt Harthorne Alternate: Lucas Duff

2020 Dirigo Girls State: Kacy Daggett & Paige Vose Alternate: Delaney Greenlaw

****SACS School Counselor Jessica Greene** will be participating in a UMFK Live YouTube Event to Focus on Rural U and Student Support Services on Tuesday April 14th at 6:30pm. Here is the link: <https://youtu.be/wotPectgno0>

****Thank you to Novatus Energy** for your generous \$5000.00 donation to the SACS Food Pantry. The community and business support continues to be overwhelming during this difficult time.

****A huge thank you to the RSU 50 staff** for all their work during this difficult time. Inspired by the staff's willingness to do whatever it takes to support our kids.

2. COVID-19 School Closure Plan 2020 for RSU 50

Plan Components

Part 1: Remote Learning Plan

Part 2: School Lunch Plan

Part 3: Staff Work Plan

Part 4: School-Based Service and Facility Access

Please remember that school closure is not about locking down schools, it's about restricting large group gatherings. With the exception of regular student attendance, our schools will remain open for business and some services.

Part 1: Remote Learning Plan: Helping our learners succeed while away from school.

Three-Phase Plan

While we understand that remote learning can never replace or be as effective as being in school, we hope that learners will make every effort to connect with their teachers and participate in learning opportunities from home

Phase 1 - Work Extension (Days 1-5 of school closure): **March 16 - March 20**

During Phase 1, teachers will provide learners with instructions to extend or continue the work that is currently ongoing in their classrooms, since the students have received instructions on these specific work tasks over the last few days of school.

Phase 2 - Enrichment (Days 6 - 11 of school closure) **March 20 - 24**

During Phase 2, teachers will provide learners with enrichment activities, both non-technology and full technology-based, so that learners can experience new learning opportunities. Enrichment will not require a teacher to deliver instruction. Teachers will only need to provide recommended resources and activities.

Phase 3 - Remote Instruction (Beyond 11 days of school closure): **Beyond March 24**

During Phase 3, teachers will have plans and will make arrangements to connect with learners and deliver instruction remotely as much as possible. Grades PK-2 will continue to use both non-technology and full technology-based instruction. These methods may vary from teacher to teacher and will require that each learner has access to technology. (Those learners who do not have a device to connect remotely, or do not have internet access, will be asked to contact the school so that arrangements can be made before phase 3 of this plan.)

Distance Instruction: Access to Technology

In order for remote instruction to be possible, student access to technology is essential. We have taken the following steps to secure student access to technology, and the possibility for distance instruction:

Student, Staff, and Parent Survey regarding technology access and use. **(82% of K-12 students have internet)**

Temporary School Device Take Home for Grades K-12 students

Information shared on Spectrum's & Consolidated Communication free internet offer for all K-12 students. Secured access to video conferencing platforms, such as Zoom and Google Hangouts.

Staff training in a variety of distance learning methods, systems, and platforms, including Google Classroom.

Distance Instruction: Access to Physical Materials

Teachers will be preparing physical materials (i.e. packets, worksheets, workbooks, etc.) for non-technology based learning to be sent home every Wednesday or can be arranged to be picked up at the school by appointment only.

Part 2: School Lunch Program: Ensuring access to the school lunch program.

Plan Details

Meal plan is an extension of the Summer Meal program. All served lunches are fully reimbursable.

Began Wednesday, March 18 and will run Monday - Friday while school is out.

All youth 18 and younger can access the program. No income requirements.

Daily bus delivery will go out according to our bus routes.

For the first few days, go door to door to determine the needs and who wants access. Blackboard message sent to all homes, also secretaries followed up with phone calls to parents.

Daily meals will include that day's lunch and the following morning breakfast.

Kitchen staff and educational technicians will be used to prepare and deliver meals.

Part 3: Staff Work Plan Our expectations of staff during this break from student attendance

Expectation: No employee is harmed by the school closure.

Staff Responsibilities/Expectations

Secretaries, Central Office: Expectation for these employees is to attend work as usual.

Custodians / Bus Drivers: Expectation for these employees is to attend work as usual. Focus will be on creating a safe and sanitary environment. This is also a good time for projects. School bus delivery of school lunches.

School Nurse: School nurse can assist in coordination of health and safety activities and field calls from parents and/or students about symptoms and steps to take if symptoms appear. They can coordinate testing of individual students with health care providers and conduct follow-up communication with providers and students. Check in with staff about health and symptoms.

School Counselors: Expectation for these employees are to make plans to connect with learners under their caseload to support the various needs as best they can.

Administrators / Directors / Coordinators: Expectation for these employees is to attend work as usual either at school or remotely.

Kitchen Staff/Educational Technicians

Expectation is that these staff will continue to prepare the breakfast and lunches we are sending out, as well as the delivery of these lunches.

Educational technicians: will be used in a variety of capacities including, but not limited to: School lunch preparation, School lunch delivery, Student work preparation, Student work delivery, Classroom / school cleaning projects, Possible tutoring / services per IEP determinations.

Information Technology Staff: Expectation for these employees is to attend work as usual.

Teaching Staff: Teachers are responsible for preparing Phase 1, 2, and 3 plans while the students are not attending school. According to the preferred contact method, teachers will be available for their students between 8:00 and 2:30 each weekday. Teachers will have the opportunity to participate in distance learning solutions that they plan to use with their students. Some teachers will need to continue student services, such as special education, based on the needs and the determinations of the IEP, Title I services, or other services we have in place. Others will create "office hours" to schedule students by appointment to help and clarification on work topics and expectations.

Part 4: School-Based Service and Facility Access: (School-Based Services we continue to examine)

Special Education Services (to be determined)

Teacher access for materials for delivery of remote learning lessons

IT Support

Meal program

School Facility Access

As part of our response to the growing COVID-19 situation, RSU 50 is limiting the use of our public spaces. Our goal is to protect the health and well-being of our staff and students as they continue to access the facilities for specific educational purposes.

Staff access limited, with reminders for social distancing and no large group gatherings of more than 10 individuals.

Public access to building by appointment only, or by stopping into the main office to inquire.

No public use of gym, fitness center, weight rooms, cafeteria, classrooms, etc.

Respectfully Submitted:

Jon Porter, RSU 50 Superintendent

4/13/2020