

**REGIONAL SCHOOL UNIT NO. 38**  
**BOARD OF DIRECTORS**  
**Remote Meeting via Zoom**  
**May 6, 2020**  
**Minutes of Meeting**

Members Present: Chair Gary Carr, Vice Chair Wendy Brotherlin, Kim Bowie, Patty Gordon, Cathy Jacobs, Rebecca Lambert, Betty Morrell, Shawn Roderick, Melissa Tobin, David Twitchell (arrived 7:50), Alexander Wright

Member Absent: (two vacant positions)

Administrators: 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, Technology Director Diane MacGregor, Finance Manager Brigitte Williams

1. Call to Order:

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

Superintendent Charette announced, in accordance with An Act to Implement Provisions Necessary to the Health, Welfare and Safety of the Citizens of Maine, in Response to the Covid-19 Public Health Emergency, as enacted, the RSU #38 Board meeting will be held via Zoom. It will be recorded and posted on Maranacook.org YouTube channel.

Due to the change in the format of this Board of Directors meeting, please be aware that during the course of this meeting the “microphones” of the viewing audience will be muted except during the identified portions of public comments which are Items 2 and 7c. If members of the public have questions or comments that fall outside the appropriate public participation times, please call the Superintendent’s Office or email the superintendent or any board member and answers will be provided as soon as possible.

Attendance and all votes of the Board will be conducted through roll call. When your name is called please cast your vote with the 3 available options of yes (approve), no (disapprove) or abstain.

2. Citizens Comments:

John Harker thanked the Superintendent and administrators for the work they are doing in providing remote learning and the efforts to try to keep the budget down. He asked, regarding the budget process, if the budget is passed as it is given, is there a process as you get into the new year to bring the budget back up to be reconsidered. Finance Manager Brigitte Williams responded she has not had a situation where the budget was brought back to the citizens for reconsideration. If something comes up, typically the Superintendent would freeze the budget and not allow further purchases unless they are necessary. She would need to consult with the district’s attorney to see what the process would be. Mr. Harker added that in this period of time, teachers are doing a lot of research on curriculum; will there be a process to do more curriculum development? Superintendent Charette responded yes, there is a lot of work to do, and what the fall will look like is very much in the air, but they are looking at alternatives and anything that would become a new curriculum would go through the Curriculum Committee and the Board. Staff has already started those discussions.

Mr. Harker reiterated his comments from the last meeting, hoping additional money is put in the budget to keep teachers on salary this summer to work on these new ideas and curriculums.

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

4. a. Reports:

Superintendent Charette reported that he asked administrators to focus their reports on the remote learning.

Thank you was expressed for all the work included in the reports, and appreciation to staff in this very challenging time.

Question regarding new software being utilized for the remote learning and whether money has been designated in the FY21 budget should purchases be required. Superintendent Charette will investigate this, stating decisions will be based on the money included in the budget. He added the state is providing districts with additional hot spots and devices.

b. Policy Committee:

First Reading, Policy GBEBB, Staff Conduct With Students (no action). Superintendent Charette reported that several teachers participated in the Policy Committee meeting to help craft the revised language in this policy. What is presented is a collaborative piece of work with the Policy Committee and teachers from the Association. He asked that feedback regarding this policy be provided to the Superintendent or to policy committee members prior to the next meeting on May 26. Dr. Carr added the new statement included applies to all items H – L, and should be moved to follow the sentence before item H.

5. Action Items:

a. Approval of Minutes of April 15, 2020

**MOTION** by Brotherlin, second by Wright to accept the minutes of April 15, 2020 as presented. Roll Call Vote: **Motion Carried:** 9 in favor, 0 opposed, 1 abstained (Tobin)

b. Acceptance of Donations

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

Correction was made to the MEF donation listed - the correct amount is \$361.00.

Roll Call Vote: **Motion Carried:** 10 in favor, 0 opposed.

c. Acceptance of teacher resignation effective June 30, 2020, MCHS, Jude Levasseur

**MOTION** by Brotherlin, second by Wright to accept the resignation of Jude Levasseur, effective June 30, 2020, with regret.

Question regarding the number of math teachers that have resigned, and with teachers at a premium when do we become concerned. Superintendent Charette replied there was one other math teacher resignation due to retirement. Resigning staff are asked to take part in exit interviews and information provided through those interviews is used to make improvements.

Roll Call Vote: **Motion Carried:** 9 in favor, 1 opposed (Bowie), 0 abstained

d. Acceptance of teacher resignation effective June 30, 2020, MES Linda Paré

**MOTION** by Brotherlin, second by Wright to accept the resignation of Linda Paré, effective June 30, 2020, with regret.

Roll Call Vote: **Motion Carried:** 9 in favor, 0 opposed, 1 abstained (Bowie)

e. Acceptance of teacher resignation effective June 30, 2020, MCMS Amy Jones

**MOTION** by Brotherlin, second by Morrell to accept the resignation of Amy Jones, effective June 30, 2020, with regret.

Roll Call Vote: **Motion Carried:** 9 in favor, 0 opposed, 1 abstained (Bowie)

f. Appointment of Second Probationary Contract Teachers

Superintendent Charette explained that the teachers being presented this evening are completing their first year of teaching for RSU 38. They are being recommended for secondary probationary contracts.

**MOTION** by Brotherlin, second by Morrell to appoint the teachers listed to secondary probationary contracts as listed in Item 5f.

Roll Call Vote: **Motion Carried:** 10 in favor, 0 opposed, 0 abstained

g. Appointment of Third Probationary Contract Teachers

Superintendent Charette explained that the teachers being presented this evening are completing their second year of teaching for RSU 38. They are being recommended for third probationary contracts.

**MOTION** by Brotherlin, second by Morrell to appoint the teachers listed to third probationary contracts as listed in Item 5g.

Roll Call Vote: **Motion Carried:** 10 in favor, 0 opposed, 0 abstained

h. Appointment of First Continuing Contract Teachers

Superintendent Charette explained that the teachers being presented this evening are completing their third year of teaching for RSU 38. They are being recommended for first continuing contracts.

**MOTION** by Brotherlin, second by Morrell to appoint the teachers listed to first continuing contracts as outlined in Item 5h.

Roll Call Vote: **Motion Carried:** 10 in favor, 0 opposed, 0 abstained

i. Consideration of Maranacook Alternative Program (MAP) Curriculum

Dr. Harriman introduced High School teachers Kelsie Bickford lead teacher in the MAP program and Hanna Moran, English Learning Leader, who worked with Korah Soll, with the Center for Rural Aspirations to develop this curriculum. The Curriculum Committee approved the curriculum, in concept, earlier this year. Ms. Bickford and Ms. Moran reviewed the curriculum via a video presentation. Dr. Harriman added the video will be posted with the minutes of the meeting in order to share the learning with the community.

[https://drive.google.com/file/d/1oq9ymrcF62EolsU5DDsF6Ay\\_WvgVNeMf/view?usp=drive\\_web](https://drive.google.com/file/d/1oq9ymrcF62EolsU5DDsF6Ay_WvgVNeMf/view?usp=drive_web)

Question regarding enrollment in the MAP program. Ms. Bickford reported the program currently has 8 students, but they are hoping to continue to grow the program. She reported that they would be comfortable with 15 students in the program, but 10 is a great number because of students' high needs.

**MOTION** by Morrell, second by Gordon to accept the MAP curriculum as presented.

Roll Call Vote: **Motion Carried:** 10 in favor, 0 opposed, 0 abstained

j. Consideration of alternative school calendar for remainder for 2019-2020 school year

Superintendent Charette reviewed the end of school year plan for the 2019-2020 school year. The original last student date, if we would have used all the storm days, would have been Friday, June 19. He proposed the last student day be Wednesday, June 10, with June 11 and 12 as professional development days for staff. He reviewed some of the reasoning behind the recommendation. He has worked with the Association in developing this plan and this plan meets the requirement for teacher and student days. Although the Board has already voted on the extended remote learning plan, Superintendent Charette requested the Board vote to approve this adjustment to the calendar.

**MOTION** by Brotherlin, second by Wright to approve the alternative school calendar as presented.

Discussion ensued. It was asked if this would be a good time to discuss the options Mr. Harker mentioned. Superintendent Charette responded that most contracts run September – August. If it is decided to bring teachers back it would involve extra time per their contract. Covid-19 funds will be coming through and once he has a better handle of what that will entail, he will look at bringing teachers in for a couple days in July/August. There is still work to do, and he thought that staff working the last 2 days in June with principals will help. This will be done collaboratively with the Association.

Question regarding discussions with parents. Superintendent Charette reported he has not reached out to parents. Administration has been focusing on making sure basic needs are met;

social/emotional health of students and staff; and academics - what are we going to do to help students recover academically.

Question regarding the possibility of starting school a week early. Superintendent Charette responded this could be an option.

An update will be sent out to parents so they are aware of this and the Superintendent will report any input to the Board.

Suggestion was made to survey parents and teachers asking, if this is the new norm, what is it we did great; what is it they need more support with; how could we support them (teachers, parents, students). It is important to reach out to all these groups and summarize this experience.

Roll Call Vote: **Motion Carried:** 11 in favor, 0 opposed, 0 abstained (David Twitchell arrived during the discussion)

k. Acceptance of teacher resignation effective June 30, 2020, due to retirement, RES, Pamela Mitchell

**MOTION** by Brotherlin, second by Wright to accept the resignation of Pamela Mitchell, effective June 30, 2020, with regret and appreciation for her many years of service.

Roll Call Vote: **Motion Carried:** 11 in favor, 0 opposed, 0 abstained

l. Acceptance of teacher resignation effective June 30, 2020, MCMS, Janet Bertrand

**MOTION** by Brotherlin, second by Wright to accept the resignation of Janet Bertrand, effective June 30, 2020, with regret.

Roll Call Vote: **Motion Carried:** 10 in favor, 0 opposed, 1 abstained (Bowie)

6. Informational Items: See list of upcoming meetings.

7. Budget Workshop

a. Updates

Superintendent Charette reported the latest adjustments to the budget resulted in a reduction of \$183,000 from the fifth draft. Many of the reductions came out of maintenance, a reduction in the propane contract, savings around staffing, as well as a few odds and ends. The budget is still up \$321,344.88, which is a 1.73% increase over FY19. On page 2, revenue areas, there is an additional local dollars reduction of (\$365,806), which is a reduction across the 4 municipalities going into next year. The third page is the break down by town based on the formula 50% valuation, 50% student count. Superintendent Charette continued that at the first budget presentation he stated his goal was to be at 2% or less compared to FY19. He thanked administrators and directors in their assistance in developing the budget, adding that we are in a much different time than when we started the budget in February. We are working toward a Board vote on May 20th, and the annual meeting in the gym June 17.

b. Questions:

Explain changes in staffing and resignations. Superintendent Charette responded right now there are a few positions he is not filling, these reductions revolve around resignations and retirements - 2 at Manchester Elementary and 1 at the high school; projected enrollment is a key factor. The math department at the high school will go from 5 to 4 teachers.

Is the district saving money due to Covid-19? Mrs. Williams responded that they are forecasting what they can roll over and that is a direct savings to the towns. Right now it is at \$800,000. The more that is carried over, the more that will be saved by the towns next year. She cautioned that 2 years forward that roll over won't be there. At this point there is the \$800,000 plus the unanticipated \$92,000 for superintendent agreements to be applied to the roll over.

Concern was raised about the tuition students and resident transfers coming into the district as well as students granted in-district transfers. Students granted superintendent

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agreements are considered our students and we receive subsidy for those students. The district receives tuition payments from Fayette and Vassalboro based on the State of Maine tuition calculation.

c. Citizens' Comments regarding budget: none

d. Deliberations, follow-up and decision making – see b above.

8. Adjournment: **MOTION** and second to adjourn at 8:20 p.m.

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