

## **MAINE SCHOOL ADMINISTRATIVE DISTRICT #37**

**June 24, 2020**

The Regular Meeting of the Board of Directors of RSU/MSAD #37 was held at Narraguagus Jr./Sr. High School, Harrington, Maine on Wednesday, June 24, 2020 to consider and act upon the following items of business:

**Board Members Present:** Jeffery Beal, Chris Chartrand, Grace Kennedy, Ronald Kennedy, Gary Magby, Debra Murphy, Charles Peterson, Jr., Vance Pineo, Jr., Sarah Willson, and Mark Wright

**Board Members Absent:** Susan Beal and Bethany Hartford

**Other persons present:** Ronald Ramsay, Denise Vose, Lorna Greene, Susan Meserve, Maria White, Mary Ellen Day, Todd Emerson, Ron Greene, Maria Frankland, Lori Mathews, David Mathews, and Dawn Fickett

### **MINUTES**

#### **A. INTRODUCTORY BUSINESS**

1. **The meeting was called to order at 7:00 p.m. by Chairman Vance Pineo, Jr.**
2. **RE: APPROVAL OF MINUTES OF THE MAY 27, 2020 REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**ACTION:** Motion by Mark Wright, second by Debra Murphy, and voted (unanimously) to approve the minutes of the May 27, 2020 regular meeting as presented.
3. **RE: REPORT—SUPERINTENDENT OF SCHOOLS (Including Legislative Updates)**  
**INFORMATION:** Supt. Ramsay noted this is our last board meeting for the 2019-20 fiscal year. It is good to be back together in one place, but we all know things are not back to “normal” and may not be for some time.  
Our staff prepared and delivered over 73,000 meals to students around the district during the shutdown. We have had remote learning, hybrid graduations, scaled-down staff recognitions, and other events as we could.  
We still have some vacancies we are trying to fill. We were able to get a head start on some summer maintenance projects because of the shutdown. Planning for the new school year is a big question mark! No one knows yet what it will look like. The final decision on returning to school rests with the governor. The Washington County Superintendents are meeting with a representative from the governor’s office next week to give input. WCSA is pushing for as close to a regular start-up as possible, realizing that Washington County has not had the same impact from COVID-19 as other places across the state.  
We had a brown-out at the high school Monday night due to a transformer issue. We have made a claim through Emera. The CTE project is moving fast. They are painting, laying floors, finishing up the sheetrock, framing doors, etc. Nickerson O’Day is hoping to have at least the interior completed by July 31<sup>st</sup>, if not the entire project.
4. **RE: REVIEW OF FINANCIAL STATEMENTS**  
**INFORMATION:** This statement reflects where we were at the end of May. It will be a couple of months before the June statement is finalized and ready for the board as the office works to close out the 2019-20 fiscal year. For the end of May, we were right where we normally would be.

We did save some money during the shutdown; however, an updated reading series for grades PreK-5 was purchased out of the current budget at a cost of \$100,000 (5-year bundle) allowing us to keep that out of next year's budget. We are still waiting for some of our revenues to come in such as tuition. Bills have been sent and we expect to receive those funds in the next week or so.

5. **RE: ADMINISTRATIVE REPORTS (Including Professional Development, ESEA, and G/T) INFORMATION:** Denise Vose noted that the Local Entitlement application has been submitted. She attended a two-hour zoom meeting with MADSEC and Eric Herlan, of Drummond Woodsum, talking about school start up and ways to avoid legal issues.

Lorna Greene reported that staff and students did a great job with remote learning, under the circumstances. Parents and students were getting tired of it by the end, but they toughed it out and got through it. They had 104 out of 110 packets picked up and returned consistently. The staff did a caravan around town on the last day of school. For professional development, the Leadership Team continues to work on district and school goals. In ESEA, the performance report and application are open and being worked on. There is up-coming training that she will attend. In G/T, it was hard to differentiate instruction during the shutdown, but staff included ideas and activities in packets for G/T students encouraging them to go online and do them.

Maria White noted that a lot of the summer maintenance has already been completed in her building. Award packets were put together for students at the end of the school year along with some small gifts/activities for summer. The Masons donated bikes for the Bikes for Books program. EdGE summer camps will be scaled back this year and will be held at the EdGE center in Cherryfield instead of at the school. Meals will be prepared at Milbridge and transported to the center. Migrant contracts have been signed for Blueberry Harvest School, but it does not appear that it will happen.

Susan Meserve reported that her teachers did a great job learning/using Google Meet/Google Classroom to stay connected with students during the shutdown. Four staff members from Harrington retired at the end of the school year: Pam Sawyer, Roxanne Strout, Earl Purington, and Kathy Young. On the final day of school, parents and students did a drive-by parade at the school to honor the retirees. Then a Grade 6 parade was held. Bikes for Books were drawn off. Mr. Chick and Mrs. Hinkle presented the results of the Bridge Challenge online.

Mary Ellen Day noted that the Google platform was used for the remote learning at NJSHS. Things were busy at the school even through the shutdown as staff were there preparing the meals to deliver, and on Monday, Wednesday, and Friday, it took about 30 to accomplish getting them out. A parade for Academic Awards was held with many staff participating. It took four hours to get around the district to all students who received awards. The spring sports motorcade and fireworks at the ballfield recognized our spring athletes who lost the entire season. For graduating students, each senior was recognized with a personal video created by Lisa Emerson, and yard signs were also given out. The guidance office has been registering students remotely. Staff were treated to China Hill on the last day as the three retirees were recognized: Dawn Stubbs, Dana Johnson, and Valerie Beal.

6. **RE: AGENDA ADJUSTMENTS ACTION:** Motion by Debra Murphy, second by Mark Wright, and voted (unanimously) to adjust the agenda to include 5a. hiring an administrative assistant at Milbridge and 5b. hiring an elementary guidance counselor.

**B. OLD BUSINESS--None**

**C. NEW BUSINESS**

**1. RE: HIRING INSTRUCTOR FOR CTE AUTOMOTIVE PROGRAM**

**ACTION:** Motion by Mark Wright, second by Debra Murphy, and voted (unanimously) to ratify the hiring of John Davis as instructor for the CTE automotive program as recommended by Supt. Ramsay.

**2. RE: HIRING ELL TEACHER AT NARRAGUAGUS**

**ACTION:** Motion by Mark Wright, second by Grace Kennedy, and voted (unanimously) to ratify the hiring of Esther Kempthorne as ELL teacher at Narraguagus as recommended by Supt. Ramsay.

**3. RE: HIRING CUSTODIAN AT HARRINGTON**

**ACTION:** Motion by Mark Wright, second by Gary Magby, and voted (unanimously) to ratify the hiring of Howard Samiya as custodian at Harrington as recommended by Supt. Ramsay.

**4. RE: HIRING MATH TEACHER AT NARRAGUAGUS**

**ACTION:** Motion by Mark Wright, second by Debra Murphy, and voted (unanimously) to ratify the hiring of Victoria Wieman as math teacher at Narraguagus as recommended by Supt. Ramsay.

**5. RE: HIRING SPECIAL EDUCATION ED TECH**

**ACTION:** Motion by Debra Murphy, second by Grace Kennedy, and voted (unanimously) to ratify the hiring of Karen Stevenson as half-time special education Ed Tech at Milbridge as recommended by Supt. Ramsay.

Agenda Adjustment:

**5a. RE: HIRING ADMINISTRATIVE ASSISTANT AT MILBRIDGE**

**ACTION:** Motion by Jeffery Beal, second by Mark Wright, and voted (unanimously) to ratify the hiring of Heather Grant as administrative assistant at Milbridge as recommended by Supt. Ramsay.

Agenda Adjustment:

**5b. RE: HIRING ELEMENTARY GUIDANCE COUNSELOR**

**ACTION:** Motion by Debra Murphy, second by Sarah Willson, and voted (unanimously) to ratify the hiring of Sara Elliott as Elementary Guidance Counselor as recommended by Supt. Ramsay.

**6. RE: APPROVAL OF NARRAGUAGUS PROGRAM OF STUDIES FOR 2020-2021**

**ACTION:** Maria Frankland, NJSHS Guidance Counselor, noted that the changes to the Program of Studies focuses on CTE and honors classes. There appear to be good numbers for CTE enrollment for the fall with over 60% of 11<sup>th</sup> graders signing up for one of the classes. Along with the addition of our four new CTE programs in Columbia, they would like to also add an Intro to Criminal Justice for 10<sup>th</sup> graders. An Honors Anatomy & Physiology course will also be added. This Program of Studies is for high school students, but Maria also noted that 7<sup>th</sup> and 8<sup>th</sup> graders will also have a change in that they will each have 6 core classes plus one class that will include quarterly electives to give them exposure to various areas.

Motion by Sarah Willson, second by Mark Wright, and voted (unanimously) to approve the changes to the Program of Studies for 2020-2021.

7. **RE: APPROVAL TO CHANGE THE 6-PERIOD SCHEDULE AT NJSHS TO A 7-PERIOD SCHEDULE TO ACCOMMODATE THE NEW CTE PROGRAMS**

**ACTION:** Motion by Mark Wright, second by Sarah Willson, and voted (unanimously) to approve the change from a 6-period schedule to a 7-period schedule to accommodate the new CTE programs in Columbia.

8. **RE: CONSIDERATION OF RECOGNITION OF STAFF SERVICE DURING COVID-19 SHUTDOWN**

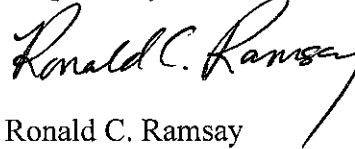
**ACTION:** Chairman Pineo noted that director Magby had approached him and Mr. Ramsay about how the board could express its appreciation to staff for their efforts during the shutdown/remote learning. Mr. Ramsay and Chairman Pineo discussed ideas and a "sentiment" was prepared that would be sent to all staff with board member signatures attached, if approved. The sentiment was shared with the board.

Motion by Sarah Willson, second by Mark Wright, and voted (unanimously) to approve the sentiment from the board, to sign it, and have it sent to all staff.

9. **RE: ADJOURNMENT**

**ACTION:** Motion by Charles Peterson, Jr., and voted (unanimously) to adjourn the meeting at 8:44 p.m.

Respectfully submitted,



Ronald C. Ramsay  
Secretary to the Board

## MEETING SUMMARY, June 24, 2020

### A. INTRODUCTORY BUSINESS

2. APPROVED minutes of the 5/27/20 regular meeting;
- 6 APPROVED agenda adjustments (add to agenda as C-5a and 5b);

### B. OLD BUSINESS

None

### C. NEW BUSINESS

1. HIRED John Davis as instructor for CTE automotive program;
2. HIRED Esther Kempthorne as ELL teacher at Narraguagus;
3. HIRED Howard Samiya as custodian at Harrington;
4. HIRED Victoria Wieman as math teacher at Narraguagus;
5. HIRED Karen Stevenson as special education ed tech at Milbridge;
- 5a. HIRED Heather Grant as administrative assistant at Milbridge;
- 5b. HIRED Sara Elliott as Elementary Guidance Counselor;
6. APPROVED NHS Program of Studies for 2020-2021;
7. APPROVED change from 6-period schedule to 7-period schedule at NJSHS to accommodate the new CTE programs;
8. APPROVED board sentiment to be sent to staff expressing appreciation for their work during the shutdown/remote learning.