

Maine School Administrative District No. 11

150 Highland Avenue

Gardiner, ME 04345

Patricia Hopkins
Superintendent of Schools

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Katherine Joseph
Director of Curriculum & Instruction

MERLE E. PEACOCK, JR. BOARD ROOM REGULAR MEETING

REVISED

January 9, 2014

6:00 pm

- I. Introduction
 - A. Board Members
 - B. Administrative Staff
 - C. The Pledge of Allegiance
 - D. Student Council President – (See Email)
 - E. Public Comments for Items Not on the Agenda
- II. Possible Reconfiguration Options
- III. Review and Approval of Agenda/Minutes
 - A. Prioritization of items and alternation of the established agenda format sequence as needed
 - B. Approval of Agenda
 - C. Approval of Minutes of Previous Meetings: Regular School Board Meeting – December 5, 2013, Special Board Meeting – December 11, 2013
- IV. Recognition and Celebrations
 - A.
- V. Correspondence
 - A.
- VI. Committee Reports – Vote
 - Curriculum Committee – December 10, 2013
 - Dropout Prevention Committee – No Meeting
 - Educational Plan Committee
 - Branding Committee Meeting – December 2, 2013
 - Finance Committee – **Rescheduled to January 7, 2014 at 6:00 pm.**
 - Negotiations Committee
 - Policy Committee – December 5, 2013

1st Reading

None

2nd Reading

BE	School Board Meetings
BG-R	Policy Adoption Procedures

Policies to be Rescinded:

2nd Reading

BEDD	Rules of Order
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Job Descriptions

None

- Relations by Objective Committee

VII. General Information

A.

VIII. Nominations

- None

IX. Old Business

- None

X. New Business

- Reapportionment of the School Board
- **Capital Area Cooperative Agreement**

XI. Reports

Board Chair

- **MSBA Conference – weekend of February 4, 2014**
- **Bi-Monthly Meeting – January 16, 2014**

Superintendent

-

XII. Executive Session

- A. Discuss negotiations with the Gardiner Teachers' Association - 1 MRSA § 405(6)(D)
- B. Discuss negotiations with the Gardiner Food Service Department Association - 1 MRSA § 405(6)(D)
- C. Discuss negotiations with the Gardiner Bus Drivers Association - 1 MRSA § 405(6)(D)
- D. Discuss negotiations with the Gardiner Educational Technicians and Administrative Assistants - 1 MRSA § 405(6)(D)

XIII. Adjournment



Joan Hanscom <jhanscom@msad11.org>

Fwd: School Board 1-2-14

2 messages

Patricia Hopkins <phopkins@msad11.org>
To: Joan Hanscom <jhanscom@msad11.org>

Mon, Jan 6, 2014 at 9:40 AM

Here's another update from Student Council. If you would print this out for me, I will read it at the meeting Thursday night, rather than posting it. Thanks

----- Forwarded message -----

From: **Katie-Lynne Gallup** <katie-lynneg14@msad11.org>
Date: Thu, Jan 2, 2014 at 3:40 PM
Subject: School Board 1-2-14
To: Patricia Hopkins <phopkins@msad11.org>

Superintendent Hopkins,

Since last time I emailed you, student council has delivered the presents to the family and they were very grateful. I have spoken with the mother and she said the children were so excited she could not get them to calm down about the gifts. The highlights were the Baby Alive and the Lego Robotics kit.

Next meeting, we are going to strategize how we will fundraise money to get things to Dominica with History teacher Amber Dostie and her husband, Gabe. We are very excited to be helping the people of Dominica and are also hosting a drive for over the counter medications, pen drives, and basic toiletries.

We also have to start planning the next our next dance, Snoball. It is scheduled for February 8th. This is the semi-formal dance for all grades and our last large fundraiser before we award scholarships. We will also try to plan a few smaller fundraisers as well to award to scholarships to students.

If you have any question, please feel free to email me.

Katie Gallup

—
Patricia Hopkins
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Joan Hanscom <jhanscom@msad11.org>

Re: Student Council

1 message

Patricia Hopkins <phopkins@msad11.org>

Wed, Dec 11, 2013 at 12:08 PM

To: Katie-Lynne Gallup <katie-lynneg14@msad11.org>

Cc: Chad Kempton <ckempton@msad11.org>, Joan Hanscom <jhanscom@msad11.org>

Thank you Katie. Your email will be included in the next Board packet for the January 2 Board meeting. Hope you will be available to attend that meeting.

Happy Holidays. Best, Mrs. Hopkins

On Wed, Dec 11, 2013 at 11:46 AM, Katie-Lynne Gallup <katie-lynneg14@msad11.org> wrote:

Hello,

I apologize for not being at the last meeting, as previously explained, it is really difficult for me to make it. Here is what we have worked on:

We are working really hard to collect donations for the Christmas Family we are hosting. This year we will be buying about \$700 worth of gifts for a mother and her children, a 14 year old boy and a five year old girl. This has taken up much of our time and we plan to go shopping as a group this upcoming Sunday to get the rest of things. We also planned another teacher appreciation breakfast which went very well.

Starting first thing the new year we are going to do a drive to get supplies for Amber Dostie's trip to Dominica.

We will be collecting toiletries, over the counter medications, and school supplies to send with her.

If there is anything else you need from me or any questions, please feel free to let me know.

Katie Gallup

Patricia Hopkins
Superintendent of Schools
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Maine School Administrative District 11

REGULAR MEETING

Merle E. Peacock, Jr. Board Room

Thursday, December 5, 2013

7:00 p.m.

PRESENT: Rebecca Fles, Chair, Eric Jermyn, Vice Chair, Candace Avery, Amber Carr, Katherine Chadwick, Marc Cone, Joseph Gould, Penny Poolman, Diane Potter, Nicole Sacre, Patricia Hopkins, Superintendent, Andrea Disch, Business Manager

ABSENT: Debra Couture, Andrew Grover

STUDENT MEMBERS Nathan MacDonald, Mariah Lang

PRESENT:

Mrs. Fles called the meeting to order at 7:02 p.m. and declared a quorum present.

VOTED: Motion by Ms. Avery, seconded by Mr. Jermyn, to approve the agenda, as amended.

10 – 0

2 – 0 Student
Members

Motion carried.

VOTED: Motion by Mr. Jermyn, seconded by Mr. Gould, to approve the minutes of the November 7th Regular Board Meeting, the November 19th Special Board Meeting, and the November 21st Board Workshop.

10 – 0

2 – 0 Student
Members

Motion carried.

CORRESPONDENCE

- Letter of resignation Jeff Morin, Special Ed. /Ed Tech III, GAHS

COMMITTEE REPORTS

- A. Curriculum Committee – At its November 12th meeting, GAHS Social Studies Department Chair, Amber Dostie, presented on the high school's standards based grading practices. Katie Joseph, Director of Instruction, provided background information on the shift in Maine law to proficiency based diplomas and the work the District will need to begin.

The Committee also discussed the information they would like provided in the Common Core presentation.

- B. Dropout Prevention Committee – At its November 4th meeting, the Committee discussed collecting best practice information for dropout prevention. The Committee began the process of creating a dropout prevention survey to be distributed to various schools to aide in the collection of information.
- C. Educational Plan Committee – The Educational Plan Committee met on November 18th to review the work completed to date. At its November 4th meeting, the Branding Committee discussed standardizing the color scheme and logo throughout the District.
- D. Finance Committee – At its November 19th meeting, the Committee was informed the Summit Natural Gas Agreements were executed on the 31st of October. Summit informed the District the natural gas lines would be installed approximately mid-December.

The Burner Upgrade Project Contract was in the process of being finalized. Woodard and Curran, the project recipient, expects the burners to be operational no later than January 1, 2014.

The result of the October 29th No. 2 Fuel Bid was shared with the Committee, Dead River's low bid price of \$3.2182 was accepted.

Jon Stonier, Director of Operations, informed the Committee of a widening crack in the gymnasium wall of the T.C. Hamlin School. The cost to repair the issue, including the engineering study, is estimated to be \$19,950. The Committee voted unanimously to recommend to the Board the District expend the funds to secure the wall as proposed.

VOTED: Motion by Mr. Jermyn, seconded by Mr. Cone, to recommend to the Board the District expend the funds, as proposed, to secure the gymnasium wall at the Teresa C. Hamlin School.

10 – 0

2 – 0 Student
Members

Motion carried.

Finance Committee Chair reviewed the responsibilities and charge of the Finance Committee with its new members.

E. Negotiations Committee – *No Meeting*

F. Policy Committee – At its November 7th meeting, the Committee agreed to bring the following policies before the Board:

VOTED: Motion by Mr. Cone, seconded by Ms. Avery, to approve the following policies for 1st reading as recommended by Committee at its November 7th meeting:

10 – 0

2 – 0 Student
Members

BE	School Board Meetings
BG-R	Policy Adoption Procedures

Motion carried.

VOTED: Motion by Ms. Poolman, seconded by Mr. Gould, to move the following policies as recommended by Committee at its November 7th meeting:

10 – 0

2 – 0 Student
Members

Policies to be Rescinded:

BEDD	Rules of Order
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2nd Reading

BBAB	MSAD 11 School Board Self – Evaluation
BIE	Board Member Insurance and Liability
BK	School Board Memberships
BEDC	Quorum
BGBA	Emergency Policy Adoption

Motion carried.

VOTED:

10 – 0

2 – 0 Student
Members

Motion by Mr. Jermyn, seconded by Mr. Cone, to approve the following job descriptions as recommended by the Policy Committee at its November 7th meeting.

Job Descriptions

Administrative Assistant – Elementary School
 Administrative Assistant – Middle School
 Administrative Assistant – Special Education
 Educational Technician I
 Educational Technician II
 Educational Technician III
 Elementary Principal
 Elementary Teaching Principal
 Middle School Principal
 Middle School Assistant Principal /Director of Athletics
 Director of Special Services
 Director of Curriculum and Instruction
 Director of Adult and Community Services

Motion carried.

G. Relations by Objective Committee – *No Meeting*

GENERAL INFORMATION

A. Hired the following:

GAHS Coaches

Kristen Cady

Girls Tennis

GRMS Coaches

Rollie Pelkey

8th Grade Girls Basketball

Peter Dixon

8th Grade Boys Basketball

Amanda Sergent

7th Grade Girls Basketball

Stephanie Nadeau

7th Grade Boys BasketballOLD BUSINESS

A. POSSIBLE RECONFIGURATION OPTIONS

After discussion, a majority of Board members agreed to remove the following reconfiguration options from consideration:

- Move Grade 5 students to the Gardiner Regional Middle School
- Move Grade 8 students to the Gardiner Area High School
- Move Pre-Kindergarten Program to Gardiner Area High School
- Close Central Office and move the staff to TC Hamlin. Move the District's Pre-Kindergarten Programs to TC Hamlin
- Construct a new Pre-Kindergarten – Grade 5 Elementary School and close all of the existing elementary schools.
- Leave the configuration as it currently exists

For its next meeting, the Board asked for administration to provide a map indicating the residences of current Pre Kindergarten – Grade 4 students. Superintendent Hopkins stated she will try to schedule a special meeting before the holiday break so the Board can continue its discussion.

Superintendent Hopkins informed the Board that she was approached by Peter Coughlan, resident Town of Randolph, and asked that a survey be distributed to TC Hamlin parents via the District. After review of the survey and discussion, the Board decided not to allow for distribution of the survey via the school(s).

NEW BUSINESS

A. U.S. CELLULAR PROPOSAL

Superintendent Hopkins shared with the Board the U.S. Cellular proposal as brought forward by Chad Kempton, Principal GAHS, and Steve Ouellette, Assistant Principal/Athletic Director GAHS. After review, the Board agreed the proposal to be in violation of its policy regarding solicitation and agreed to not enter into such agreement.

B. DISCUSSION TO CONSIDER REAPPORTIONMENT OF SCHOOL BOARD MEMBERSHIP

Upon recommendation of the Superintendent, the Board agreed to table the discussion until such time the West Gardiner Board Members could be present.

REPORTS – EDUCATIONAL /ADMINISTRATIVE*BOARD CHAIR REPORT*

The Board Chair updated the Board on the following:

- *New Board Member Orientation has been scheduled for Monday, December 9th at 4:00 pm.*

SUPERINTENDENT REPORT

The Superintendent updated the Board on the following:

- *TIF 4 Grant Update*
Superintendent Hopkins stated while they are moving ahead, the work has been challenging and difficult. The grant, however, will afford the District the opportunity to provide an unprecedented amount of professional development the District might otherwise not be able to afford.
- *GAHS Scholarship Reception*
The GAHS Scholarship Reception has been scheduled for Tuesday, January 7th 2-4 pm at Gardiner Area High School.

VOTED: Motion by Mr. Jermyn, seconded by Ms. Avery, to go into executive session at 8:32 p.m. to discuss negotiations with the Gardiner Teachers' Association, pursuant to 1 M.R.S.A. § 405(6)(D). The Board reconvened at 8:46 p.m.
10 – 0

Motion carried.

VOTED: Motion by Mr. Jermyn, seconded by Ms. Avery, to go into executive session at 8:46 p.m. to discuss negotiations with the Gardiner Food Service Association, pursuant to 1 M.R.S.A. § 405(6)(D). The Board reconvened at 8:50 p.m.
10 – 0

Motion carried

VOTED: Motion by Ms. Avery, seconded by Mr. Gould, to go into executive session at 8:50 p.m. to discuss negotiations with the Gardiner Bus Drivers Association, pursuant to 1 M.R.S.A. § 405(6)(D). The Board reconvened at 8:53 p.m.
10 – 0

Motion carried

VOTED: Motion by Ms. Jermyn, seconded by Ms. Poolman, to go into executive session at 8:53 p.m. to discuss a personnel matter, pursuant to 1 M.R.S.A. § 405(6)(A). The Board reconvened at 9:15 p.m.
10 – 0

Motion carried.

The Meeting adjourned at 9:15 p.m.

Attest a true record,



Patricia Hopkins, Secretary

MSAD # 11
Special Board Meeting
Merle E. Peacock, R. Board Room
Wednesday, December 11, 2013
5:00 p.m.

PRESENT: Becky Fles-Chair, Candy Avery, Marc Cone, Amber B. Carr, Diane Potter, Penny Poolman, Joe Gould

OTHER: Chad Kempton-Principal GAHS, Jackie Pare-Assistant Principal GAHS, Patricia Hopkins, Superintendent of Schools

ABSENT: Eric Jermyn, Nicole Sacre, Deb Couture, Andy Grover, Kathy Chadwick

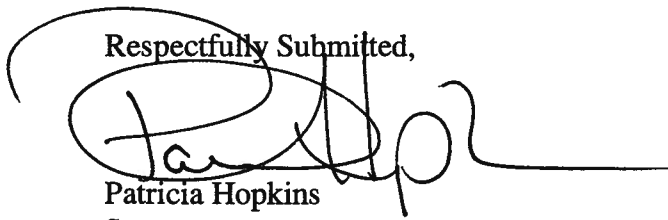
Ms. Fles called the meeting to order at 5:18 p.m. and declared a quorum present.

VOTED: Motion by Ms. Avery, seconded by Mr. Gould, to go into executive session at
7 – 0 5:18 p.m. to discuss the expulsion of a student, pursuant to 1 M.R.S.A. §405(6)(B).
The Board reconvened at 6:11 p.m.

VOTED: Motion by Ms. Fles, seconded by Ms. Potter, to expel a student from school
7 – 0 pursuant to 20–A M.R.S.A. Section 1001 (9) on the grounds that such an expulsion
is necessary for the peace and usefulness of the schools, and to direct the Chair
and the Superintendent to provide the student's parents written notice of this action,
the Committee's findings and the conditions the administration will consider before
recommending readmission to the student to school.

The meeting was adjourned at 6:15 p.m.

Respectfully Submitted,



Patricia Hopkins
Secretary

Maine School Administrative District 11

CURRICULUM COMMITTEE MEETING

Merle E. Peacock, Jr. Board Room

Tuesday, December 10, 2013

7:00 a.m.

PRESENT: Candace Avery, Diane Potter, Deb Couture, Marc Cone, Katie Joseph, Director of Curriculum and Instruction

ABSENT: Amber Carr, Kathy Chadwick

OTHERS: Amber Dostie, High School Social Studies Teacher and Department Chair

Diane Potter called the meeting to order at 7:06 a.m.

STANDARDS BASED GRADING CONVERSATION

Katie Joseph provided an overview of the new graduation law and what will be required for proficiency based diplomas in 2018. The Board reviewed the details, asked questions, and discussed the implications. Board members were given notes shared at the last GAHS department chairs meeting about the draft grading scale and the high school's next steps in this process.

POSSIBLE CURRICULUM PURCHASES FOR THE FY15 BUDGET

Ms. Joseph provided a brief overview of the curriculum resource samples and pilots that are being previewed across the district to ensure the Board had a sense of what might be recommended for inclusion in next year's budget.

The meeting adjourned at 8:25 a.m.

The next meeting will be Tuesday, January 14, 2013 at 7 a.m. in the Central Office Board Room. There will be an update on the Gifted and Talented Program.

Respectfully Submitted,



Katie Joseph
Director of Curriculum and Instruction

MSAD 11 Branding Committee

Meeting Minutes

Meeting held on December 2, 2013

Next meeting: January 6, 6 -7 pm at the Superintendent's Office, Gardiner

I. Review of previous meeting minutes

II. Branding Guidelines

- Fonts, signatures, formats, social media, websites - all-encompassing aspects of identifying our future look with professionalism and authenticity
- Reviewed two company branding guides which gave the group a picture of how we will propose our outcomes/agreements to the Board.

III. Open Discussion about logo

- Arlene shared her designs from our previous discussions.
- Current idea: Tiger coming out of a book
 - The standing Tiger on the book pages is interesting, but dominating.
- Current idea: Tiger paw incorporating other school activities on the 4 pads (drama, music, arts, technology) and MSAD 11 in the main part of the paw
 - The Tiger paw idea seemed busy once we visual saw our idea.
 - The jersey representing the sports was a clever concept because it does not segregate by sport activity.
- Continued agreement on the community recognition of the tiger is valuable.
- Currently the Pride and website have the PAW behind MSAD #11. This is layout is catchy without being overpowering. Will need to consider this going forward.
- New idea: MSAD #11 (in some font/image) with school name under the MSAD #11

IV. Open Discussion about tagline

- Tagline discussion: Concise, catchy, engaging, authentic
 - Review the words of the Gardiner school song
 - Review the Future Search plan for noted important elements
- Ideas:
 - Achievement focused dynamic community
 - Inspiring active learners for life
 - Where learning is for life
 - Where every footprint counts
 - Tracking (or Stepping) in the future
 - Come to the place where leaders are born
 - Put your paw print on the world

- Words of interest:
 - Collaborating
 - Informed thinker
 - Footprinting future

V. Next Meeting

- Discuss tagline or phrases submitted throughout the month.
- Goal is by March, our group has a directional idea on logo / tagline to share with the Educational Committee Future Search update.

For 12/2/13 meeting:

<http://www.namedevelopment.com/list-of-taglines.html>

<http://amityprinting.net/Pages/Slogans.htm>

Kents Hill School	CLOSER TO YOU
Yarmouth High School	Empowering all students to create fulfilling lives in a changing world
Thorton Academy	Preparing Students for a Changing World Since 1811
Portland Public Schools	LEARNING TO SUCCEED
Auburn School dept	Empowering life-long learners to succeed in a world yet imagined!
RSU 20	A 21 st CENTURY LEARNING COMMUNITY
Cape Elizabeth	Cape Schools Open Minds and Open Doors
Westbrook (part of their seal)	One Promise. The best education for all – for life
Lewiston	Ensuring Student Academic and Civic Success
RSU 21	Preparing responsible, contributing citizens in a global society.
Boston Public Schools	Focus on Children
East Boston HS	Class, Pride & Tradition Since 1880
Manchester School District	fostering lifelong learners
Trinity High School	Home of the pioneers
RSU 18	Engaging learners strengthening communities creating global leaders

**MSAD #11
POLICY COMMITTEE MEETING
MERLE E. PEACOCK JR. BOARD ROOM
December 5, 2013
6:00 pm**

MINUTES

Present: Deb Couture, Becky Fles, Joe Gould, Nicole Sacre

Others: Pat Hopkins, Superintendent

1. The meeting was called to order at 6:15 p.m.

2. Review the role of the Policy Committee

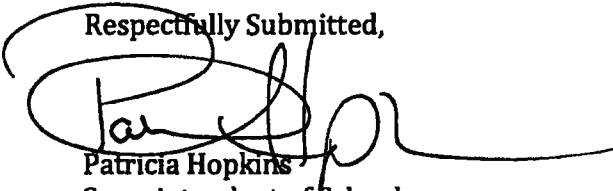
Policy Committee Chair, Deb Couture and Superintendent Hopkins outlined with new members the responsibilities and duties of the Policy Committee and its members.

3. Policy Review

The Committee decided to focus on Section B – Board Governance and Operations. All the policies in this section will be reviewed with the intent to consolidate as many as possible.

4. The meeting was adjourned at 6:45 p.m.

Respectfully Submitted,



**Patricia Hopkins
Superintendent of Schools**

SCHOOL BOARD MEETINGS

Regular Meetings

The MSAD #11 Board will hold its regular business meetings at 7:00 p.m. on the first Thursday of each month. If this date falls on a holiday, the scheduled meeting will be held the following Thursday. The MSAD #11 Board reserves the third Thursday for each month for Bimonthly meetings.

Special Meetings

A meeting of the MSAD #11 Board is a meeting that is held to address important matters that arise between regular meetings and/or require MSAD #11 Board action before the time set for the next regular meeting, or to consider a single complex or controversial subject in one session.

A special meeting may be called at the discretion of the Chair or at the request of the Superintendent. A special meeting shall be called at the written request of a majority of members of the MSAD #11 Board.

The Superintendent shall be responsible for providing notice of any special meeting to MSAD #11 Board members and the media at least 72 hours in advance of the meeting. The notice or agenda shall indicate the subject(s) of the meeting and action to be taken.

No business other than that stated in the notice of the meeting shall be transacted unless the Board agrees by a majority vote to consider other business.

Emergency Meetings

An emergency meeting of the MSAD #11 Board is a meeting that is called because a matter is so urgent that it must be addressed immediately and the advance notice required for a special meeting cannot reasonably be provided.

An emergency meeting may be called by the Chair or at the request of the Superintendent.

Whenever practicable, 24 hour advance notice will be provided. The Superintendent shall notify the media of an emergency meeting by the same or faster means as used to notify MSAD #11 Board members. The notice shall indicate the purpose of the meeting.

No business may be transacted other than that related to the purpose for which the emergency meeting is called.

Executive Sessions

Executive sessions of the MSAD #11 Board shall be called and conducted in accordance with state law. Only the matter(s) stated in the motion to enter executive session shall be considered. No final action may be taken in executive session.

Workshops and Informational Meetings

The MSAD #11 Board, at its discretion, may schedule workshops and other meetings to discuss a particular subject or proposal or to gather input from staff, community, or other groups.

No formal action shall be taken by the MSAD #11 Board at any meeting other than a regular meeting, special meeting, or emergency meeting.

Governance

Except as otherwise provided by law, by Maine Department of Education, or by MSAD #11 Board policy, Robert's Rules of Order, Revised (latest edition available) shall be used to resolve procedural uncertainties.

The Superintendent, as Secretary to the Board, shall function as Parliamentarian, in an advisory capacity, and advise the Chair and Board, as necessary, regarding parliamentary procedure.

The Chair will rule on all questions pertaining to rules of order/parliamentary procedure that may arise during a meeting of or during a public meeting of the MSAD #11 Board.

Procedural rules may be suspended at any time for the duration of any one meeting by majority vote of the MSAD #11 Board members present.

Legal References: 1 MRSA § 403 et seq. 20-A MRSA § 1001

Cross References: BEC Executive Sessions
BEDA Notification of Board Meetings
BEDB Agenda Preparation and Dissemination

Adopted: Prior to 1985

Revised: 6/5/1986; 1/11/1990; 10/1/1992; 11/4/1993; 4/2/1998; 6/15/2006

POLICY ADOPTION PROCESS

The following procedure shall be used to adopt, review, revise or delete MSAD #11 Board policies:

- A. The Policy Committee is charged with reviewing and recommending all policies/policy changes to be considered by the MSAD #11 Board.
 1. Individual MSAD #11 Board members, other standing committees, the Superintendent, and members of the public may submit policy suggestions and concerns directly to the Policy Committee. Policy suggestions that are submitted to ~~{OR: received by}~~ the MSAD #11 Board Chair or the Superintendent will be forwarded to the Policy Committee. ~~School district employees should follow any and all applicable administrative procedures and/or collective bargaining agreement provisions for submitting policy suggestions.~~
 2. The Policy Committee, together with the Superintendent, shall have the responsibility to review and research each suggestion in accordance with Board policies, prepare draft policies as appropriate, and make recommendations to the entire Board. ~~for new policies and policy changes. The Policy Committee may seek or ask the Superintendent to provide information such as, but not limited to, the specific need for the policy; the fiscal consequences of the proposed policy; the potential effect of the policy on the instructional program, staff, students and the community; samples of policies on the same or similar subjects; applicable provisions of state and/or federal law and regulations; and the anticipated costs and benefits of implementing, enforcing and monitoring the proposed policy.~~
 3. ~~The Policy Committee may prepare draft policies or delegate the drafting of all or individual policies to the Superintendent.~~
 4. ~~At an appropriate stage in the process, the Superintendent, on behalf of the Policy Committee and the MSAD #11 Board, shall notify the bargaining agent for MSAD #11 teachers of any proposed new educational policy or proposed modification of any existing educational policy.~~
- ~~The Policy Committee may also seek input or discuss the proposal with other groups affected by the policy.~~

Any MSAD #11 Board member may request that consideration of the adoption, revision, or deletion of a policy be placed on the agenda of any regular Board meeting if the Policy Committee, after having had full opportunity to consider the member's submitted suggestion, fails to recommend an action satisfactory to the member.

5. ~~The Policy Committee will make reports to the MSAD #11 Board regarding its activities and the status of policy development.~~
To the fullest extent practical, the Policy Committee shall discuss the proposal with

- other groups affected by the proposed policy.
- B. Upon recommendation by the Policy Committee, the first reading of a new policy, revision or deletion of policy shall be placed on the agenda of a regular MSAD #11 Board meeting. MSAD #11 Board members shall receive the policy, supporting material, if appropriate, and any written recommendations in advance of the meeting date. Discussion may take place on the substance of the policy proposal, and a formal vote shall be held to acknowledge the first reading of the policy. Any changes to the policy agreed to by consensus or formally adopted amendment shall be made prior to the second reading.
- ~~C. At a subsequent regular meeting, more than two weeks and less than eight weeks after the first reading, the policy shall be placed on the agenda for a second reading and action. Amendments may be introduced and acted upon at that time. If a main motion to approve the policy is not passed at such a meeting by a majority vote of the whole MSAD #11 Board members present and voting, the process for that policy is ended unless the MSAD #11 Board, by vote, takes action to table further consideration of the policy or otherwise dispose of the policy (e.g., refer it back to the Policy Committee for further research).~~
- ~~D. On matters of unusual urgency, the MSAD #11 Board may waive the two regular Board meeting limitation and take immediate action to adopt new or to revise existing policies. When such an immediate action is necessary, to the fullest extent practical the Superintendent shall inform concerned groups or individuals about the reasons for this necessity.~~
- ~~E. The Superintendent will be responsible for making new and revised policies available to MSAD #11 Board members, school district personnel, students and the public by sending copies to the schools, updating the school district's website and/or other appropriate means as soon as practicable following adoption. MSAD #11 Board members should update their policy manuals when they receive copies of new or revised policies or notifications of deletions.~~
- ~~E. The Superintendent shall provide each MSAD #11 Board member with a policy manual, in print, on a CD, and/or by other means, as specified the MSAD #11 Board. If MSAD #11 Board members access to the policy manual will be online, the Superintendent will provide each MSAD #11 Board member with instructions for accessing it. The Superintendent/designee may periodically recall all policy manuals for administrative updating to ensure that the content of all MSAD #11 Board manuals is current and consistent.~~
- E. Policies, revisions, and deletions shall be disseminated as soon as reasonably possible upon Board approval. Policies deleted and changed shall be recalled. The Superintendent/designee shall ensure that all policy manuals and the district website are kept up-to-date. All approved policies will be attached to and filed with minutes of the MSAD #11 Board meeting.

Legal Reference: 26 MRSA § 965(1)(C)

Cross Reference: BEDB – Agenda Preparation and Dissemination
BG - School Board Policy Process
CHD - Administration in the Absence of Policy

Adopted: Prior to 1985

Revised: June 5, 1986; November 1, 1990; October 1, 1992; June 15, 2006; March 3, 2011

RULES OF ORDER

Except as otherwise provided by law, by Maine Department of Education regulations, or by RSU #11 Board policy, *Robert's Rules of Order, Revised* (latest edition available) shall be used to resolve procedural uncertainties.

The Superintendent, as Secretary to the Board, shall function as Parliamentarian and advise the Chair and Board, as necessary, regarding parliamentary procedure [or: interpretation of *Robert's Rules*].

The Chair will rule on all questions pertaining to rules of order/parliamentary procedure that may arise during a meeting of the Board.

The role of the Parliamentarian shall be advisory only.

The Chair will rule on all questions pertaining to rules of order/parliamentary procedure that may arise during a public meeting of the RSU #11 Board.

Procedural rules may be suspended at any time for the duration of any one meeting by majority vote of the RSU #11 Board members present.

Adopted: Prior to 1985

Revised: June 5, 1986; November 1, 1990; October 1, 1992; June 15, 2006

Reapportionment of School Board Membership

Below is a general synopsis of 20-M.R.S.A. § 1255:

1. The Commissioner of Education determines whether a school district is apportioned in accordance with the principles of one person, one vote, if:
 - a. Requested by the School Board;
 - b. Receives a petition signed by district voters to at least 10% of the voters who voted in the last gubernatorial election in the district; or
 - c. Determines the district is not apportioned with the principles of one person, one vote.

The Commissioner shall make a determination under 1a or 1b within 30 days of receiving the request of the petition.

2. If the Commissioner finds the district's representation is not apportioned with the principle of one person, one vote, a reapportionment committee must be created.
3. The reapportionment committee shall consist of one municipal officer and one citizen at large from each member municipality, chosen by the municipal officers, and one director from each municipality, chosen by the School Board.
4. The Commissioner will provide the superintendent with the most recent Federal Census data for each municipality in the district and at least one recommended apportionment plan.
5. Within 90 days of the first meeting, the reapportionment committee must send a report of its plan to the State Board for approval. It may, within the 90-day limit, submit alternative plans for apportionment.
6. The Commissioner shall approve or disapprove the committee plan within 30 days of receipt.
7. If a plan has not been adopted by the committee or approved by the Commissioner within the time limits, the Commissioner shall prepare a suitable plan.
8. The value of each vote should be as close to equivalent as possible. In the calculation below, each vote is equivalent to 1,142.66 (Total population/Total Membership).

Towns	Membership	Population	Current Votes	Reapportioned Membership	Reapportioned Votes
Gardiner	6	5800	6855.96	5	5713.30
Pittston	2	2666	2285.32	2	2285.32
Randolph	2	1772	2285.32	2	2285.32
W. Gardiner	2	3474	2285.32	3	3427.98
Total	12	13,712	13711.92	12	13711.92

Per Original Document dated 11/23/82

October 2, 2013

COOPERATIVE AGREEMENT

Pursuant to Title 20-A, Section 8404 of the Maine Revised Statutes, the undersigned, being the duly authorized members of the Advisory Committee of the Capital Area Technical Center, do hereby enter into the following Cooperative Agreement and do devise a formula for sharing costs:

1. The Capital Area Technical Center Advisory Committee shall consist of:
 - a) The Superintendent, or his/her representative, of each member administrative unit and
 - b) One School Board member, or trustee, appointed or elected by the school authorities from the administrative units served by the Superintendents. In any situation where a superintendent serves more than one unit, the school authorities of the units served shall cooperatively appoint a single representative. Each Superintendent and each representative shall have one vote on the Advisory Committee. When challenged a weighted vote shall be used.

Quotas & Weighted Vote

Current Figures: October 1, 2013

Administrative Unit	FTE Slots	Slots	Vote
Augusta	83.5	167	42%
Gardiner	29	58	15%
Hall-Dale RSU #2	7.5	15	
Richmond RSU #2	12	24	
Monmouth RSU #2	9	18	
Total RSU #2	28.5	57	14%
Winthrop	9	18	5%
China RSU #18	13	26	
Belgrade RSU#18	.5	1	
RSU #18 Total	13.5	27	7%
Vassalboro AOS #92	4.5	9	2%
Alna RSU #12	.5	1	
Somerville RSU #12	2	4	
Palermo RSU #12	4.5	9	
Windsor RSU #12	5.5	11	
Whitefield RSU #12	2.5	5	
Wiscasset RSU #12	.5	1	
Total RSU #12	15.5	31	8%
Maranacook	14.5	29	7%
Jefferson AOS #93	1.5	3	1%
Total	199.5	399	101%
	(FTE Slots)		

2. The Advisory Committee shall meet at least quarterly each year, to include at least one meeting annually with the Augusta Board of Education.

At its initial organizational meeting and annually thereafter at the first meeting of the fiscal year, the Advisory Committee shall elect from its members a Chairperson and Vice-Chairperson.

3. The time, place and dates of the regular meeting of the Advisory Committee shall be established in June by the Advisory Committee with the recommendation of the Director.
4. The Chairperson and/or Director may call special meetings of the Advisory Committee as long as each unit has at least 24 hours notice of the meeting.
5. The Chairperson and Director shall determine the agenda and order of business. Members of the Advisory Committee can have items placed on the agenda by notifying the Director 5 days prior to the meeting. Urgent items can be filed on the day or night of the meeting at the discretion of the Chairperson.
6. A quorum must be present to conduct Advisory Committee business. Representatives or designees from five school districts constitute a quorum.
7. The latest edition of Robert's Rules of Order shall govern parliamentary procedures of the Center's Advisory Committee when applicable and if not in conflict with the Cooperative Agreement of the Center.
8. With respect to the governance of the Capital Area Technical Center, the primary responsibility of the Advisory Committee is to make informed and timely recommendations to the Augusta School Board on all matters relating to the Center. To achieve this objective, all recommendations concerning the management and operation of the Center which are submitted to the Augusta Board for action shall first be presented to the Advisory Committee for review. Any resolution formally adopted by the Advisory Committee as a result of such a review shall be transmitted by the Augusta Superintendent of Schools to the Augusta Board with the original recommendation.

This review process shall apply to all matters relating to the Capital Area Technical Center submitted to the Augusta School Board for action including the appointment of the Director, the modification of instructional programs and student services, the budget for each fiscal year and any adjustments proposed after its adoption, the acquisition of equipment, and major repairs and renovations to the physical plant.

9. The Advisory Committee will review and comment upon any program applications for state and federal funds to serve vocational students prior to submission to the funding source to ensure regional coordination through the

Center. The intent of this article is to provide regional coordination and encourage and protect local incentive.

10. Member units may request to withdraw from the Center by vote of its school committees or Board of Directors with proper notice to the Advisory Committee by January 1st before the beginning of the next fiscal year. Actual withdrawal must be carried out in accordance with applicable State Law.
11. The Director shall meet such qualifications as may be prescribed by the State Board of Education and State Law.
12. The Director shall serve as chief administrative officer of the Center and its satellites and have all the authority and obligations of a secondary school principal in the school administrative unit operating the Center.
13. The hiring and dismissal of the Director and staff of the Technical Center shall be the responsibility of the Augusta Board of Education. The Advisory Committee shall, however, be involved in the screening and interviewing of applicants for the position of Director.
14. The Advisory Committee for the Center at one of its meetings held no later than February of each year shall recommend the operating budget for the next fiscal year. In case a school board or school trustee member is unable to attend the meeting at which the budget is approved, the Superintendent or his/her representative for the unit not represented may vote on the budget. The Director will present an overview of the proposed budget at least one month prior to submittal to the Augusta Board of Education.

The Director shall prepare and submit an annual report of the Technical Center and vocational satellite programs to the State Board and to each sending unit and advisory member served by the Center.

15. Beginning with the 2013-2014 fiscal year, the costs due from each school administrative unit that is affiliated with the CATC shall be satisfied by the CATC's receipt of the state subsidy allocation for career and technical education.
School units that send students to Capital Area Technical Center and do not subscribe to the above billing method will be assessed at the tuition rate set by the SAU's Business Manager. This assessment may be increased up to ten percent (10%) should the actual number of sending unit students, for the school year, be less than the base estimate used in determining the initial tuition rate. The adjustment to the assessment will be reflected in the fourth quarter billing. Billing for these sending units will be done on a quarterly basis.
16. A complete financial report shall be made to the Advisory Committee quarterly by the Director.
17. If the Technical Center ceases to exist, the Augusta Board of Education shall ensure that the proceeds for, the disposition of the equipment purchased after

July 1, 1987, will be distributed proportionately in accord with the formula set forth in #1. It is understood however; that any equipment purchased by the Augusta School Department, and not charged through the formula, shall be fully owned by the City of Augusta School Department and that the proceeds from any future sale of such assets shall not be subject to distribution to sending units.

18. The Cooperative Agreement is subject to ratification by all of the school committees or Board of Directors of the participating administrative units; eligible to vote on same by state law.
19. This agreement shall be reviewed and adopted annually with a copy of the original agreement being submitted to the Commissioner of Education.
20. Other such business not covered in this document should be processed in accordance with the best interest of the Center as determined by the Advisory Committee.

IN WITNESS WHEREOF, we the undersigned hereby place our hands

(date) _____.

Augusta – Public Schools

RSU #38 Maranacook

By: _____
School Board Chairperson

By: _____
School Board Chairperson

By: _____
Superintendent of Schools

By: _____
Superintendent of Schools

(4.)

RSU# 2

Jefferson AOS #93

By: _____
School Board Chairperson

By: _____
School Board Chairperson

By: _____
Superintendent of Schools

By: _____
Superintendent of Schools

RSU #11 Gardiner

Winthrop Public Schools

By: _____
School Board Chairperson

By: _____
School Board Chairperson

By: _____
Superintendent of Schools

By: _____
Superintendent of Schools

RSU #12

China RSU #18

By: _____
School Board Chairperson

By: _____
Superintendent of Schools

By: _____
School Board Chairperson

By: _____
Superintendent of Schools

Fayette

By: _____
School Board Chairperson

By: _____
Superintendent of Schools

Vassalboro AOS #92

By: _____
School Board Chairperson

By: _____
Superintendent of Schools



Community Organizations Info for Summit Celebration

January 18th 2014 – GAHS 10a-1p

- Chance at winning up to \$750 for your organization if you participate*
- Recognize a "Volunteer of the Year" in front of the entire community
- Find new volunteers for your organization
- Collaborate with other organizations on exciting project ideas generated from the community

Summit Agenda:

10-11am – Open House/Community Expo begins – we provide the table, you provide the information to share with the community about what you do, how they can get involved. Fun celebration with music, entertainment, and door prizes.

11am-11:20am Lunch is served – Opportunity for community members to sit with you and talk about which community projects you would like to have a role in, how they can help make it happen.

11:20am Program with Volunteer Recognition – Summary of highlights of the two year Heart and Soul Project, Comprehensive Plan, official launch of several community projects including "Buy Local", "Welcome Wagon", "Community Calendar", "Skate Park", "Outdoor Concerts and Movies", and more. You will also have 2 minutes to recognize your "Volunteer of the Year", why this person is deserving of recognition, and how their work fits in with your mission.

12:30-1pm – Community Expo and discussion continues

Over the past 2 years, Gardiner residents told us what they value about Gardiner, and brainstormed ideas that they felt would improve the community. They went on to rate these ideas based on their impact and feasibility.

Please review the attached ideas and determine if your organization is interested in taking a leading or supporting role in any of these initiatives. We have an opportunity to seek further funding via matching grants to implement these ideas, and hope that you might consider incorporating them into your workplan.

At this Community Action Summit, we will reveal several projects that groups have already committed to. This event will be key in facilitating communication between groups, and in educating the public on volunteer opportunities in the organizations that are best able to act on our common vision to enrich Gardiner.

It is our hope that even groups without any of the listed action items in their upcoming work year plan, will be represented and share in the celebration!

(see next page for more details on how to get involved)

Event Details

Chance at winning up to \$750 for your organization - Cash prizes will be given in two categories –

Category 1. The organization that brings the most volunteers who register as being associated with your organization.

Category 2. An organization that commits to a project prior to the summit, hosts a table, and gets the most volunteers to “sign on” as volunteers to help the project move forward. Let us know if there is an action item you would like to commit to prior to the summit.

Volunteer of the Year - Invite all of your volunteers to attend – feel free to mention the cash bounty we’re offering. You might want to make sure that your volunteer of the year will attend – this does not need to be a surprise. If you would like to present your volunteer of the year with a certificate or gift, feel free to provide such.

Register for a table in the community expo – Let us know if you would like space to share with the community all that you have to offer, and opportunities for them to get involved.

Bring any dates you have for planned activities in 2014 – We are going to start compiling dates for our community calendar, so please bring any dates you have solidified for events in 2014.

To register for a table, or to report a project you would like to participate in, email Patrick Wright at director@gardinermainstreet.org or call 582-3100.

Please ask your volunteers or participants to RSVP here:
<http://www.gardinermainstreet.org/events/heartandsoul>

	SUGGESTIONS: To make Gardiner a great place to live	IMPACT: High, Medium or Low	FEASIBILITY: High, Medium or Low	LEADERSHIP: Who? Which organizations and partners?	TIME FRAME: Short - 1 year Medium - 2-5 yrs. Long - 6-10 yrs.
	Highest Priority				
1	Establish a "welcome wagon" program and welcome committee to provide information and connections for newcomers.	High	High	Gardiner Main Street	
6	Maintain a central directory of community activities and a complete community calendar (growwithgardiner.net).	high	high	Grow with Gardiner, City, Gardiner Main St	
12	Hold outdoor concerts on the Common.	High	high	Johnson Hall, Parks & Rec, Boosters, School, UMA	
13	Hold outdoor concerts at the waterfront.	High	High		
15	Hold outdoor movies.	High	High-medium		
19	Develop community gardens and/or container gardens in vacant lots and other locations around the City.	High	High-medium		
24	Focus on local foods, farms, and food products and promote this to restaurants and the wider area.	High	high	Restaurants, KLFI, Healthy, Maine Food Policy Council	
26	Strengthen and expand the Gardiner "Buy Local" program.	High	high	Board of Trade, GMS, Rotary Club, farmers	
27	Undertake a marketing program to focus on what folks can buy locally.	High	high	Gardiner Main St, Bd of trade, welcome	
28	Study development of a public transit service.	High	high-medium		

	SUGGESTIONS: To make Gardiner a great place to live	IMPACT: High, Medium or Low	FEASIBILITY: High, Medium or Low	LEADERSHIP: Who? Which organizations and partners?	TIME FRAME: Short - 1 year Medium - 2-5 yrs. Long - 6-10 yrs.
30	Develop a map hand-out that identifies businesses and special places in Gardiner.	High	High	Collaboration Group, Art dogs, GMS	
31	Install a large display map at the waterfront showing businesses and amenities.	High	High	CCA	
32	Establish a beautification program for downtown including flower baskets on buildings and/ or light poles.	High	High	CKLF, Ext, concomm, parks & Rec, cub scouts, 4H club, FFA	
33	Provide more picnic tables at the waterfront.	High	High	Voc Tech, recycles	
34	Provide more trash cans at the waterfront.	High	high	Recycle group, boy scouts and girl scouts, bottle drive, trash haulers	
35	Establish a "Friends of Cobbossee" group.	High	High		
38	Develop a youth art project under the Bridge Street bridge.	High	High	Artwalk, ASP, Johns, B&G, Creative community	
40	Establish neighborhood associations to play a more active role in the community.	High	high-medium		
50	Promote the existing time bank (Time Initiative of Maine) for trading services among individuals.	high-medium	high-medium		

	SUGGESTIONS:	IMPACT: High, Medium or Low	FEASIBILITY: High, Medium or Low	LEADERSHIP: Who? Which organizations and partners?	TIME FRAME: Short - 1 year Medium - 2-5 yrs. Long - 6-10 yrs.
59	Provide safe places to ride bikes.	high	Medium-high	Police, Maine bicycle coalition	
60	Develop a map with safe bike and walking trails, bike rack locations and the connections to downtown businesses by foot or bike.	high	High	Healthy Maine, Parks and Rec, Rail Trail effort	
61	Develop more walking trails.	high	High-medium	Maine DOT	
62	Extend the rail trail to downtown.	high	High	Maine DOT, KRRT,	
63	Extend the rail trail to South Gardiner.	high	Medium-high	Parks and Rec	
67	Build an ice skating rink.	High	High	Gardiner Youth Hockey	
72	Hold more community festivals.	high	High	Multi-organizational	
74	Bring public art to downtown.	high	Medium-high		
75	Hold community art displays for local art.	high	High	Schools, art teachers, Main St	
77	Establish community carpentry day to help neighbors out.	high	Medium-high	Churches, boy and girl scouts, housing, tech center, time bank	
80	Develop multi-generational programs.	high	Medium-high	Any organization, music, hospice, foster parents, elders, Habitat	

	SUGGESTIONS: To make Gardiner a great place to live	IMPACT: High, Medium or Low	FEASIBILITY: High, Medium or Low	LEADERSHIP: Who? Which organizations and partners?	TIME FRAME: Short - 1 year Medium - 2-5 yrs. Long - 6-10 yrs.
	MEDIUM PRIORITY				
66	Build a dog park.	High	Medium-High	Gardiner Main St	
3	Establish a youth center or teen center.	high	medium	Boys and Girls Clubs	
5	Create a central volunteer pool to reduce competition for volunteers, and to offer volunteer opportunities to people.	high	Medium		
10	Establish a teen coffee house with Wi-Fi.	High	Medium	Gardiner High School, Boys and Girls Club, service learning	
11	Develop a service-learning project for youth to develop and operate a coffee shop with community adult mentors.	High	Medium	Gardiner High School, Boys and Girls Club, service learning	
14	Establish an outdoor market for crafts and other local goods.	high-medium	Medium	Maine Crafts Association	
18	Hold an annual winter carnival.	High	Medium		
21	Maintain a small park in the Cobbossee Corridor.	High	Medium	MDOT, partnering with City	
23	Offer an outdoor community banquet event.	High	Medium	KLFJ, Gardiner Main St	
35	Provide more seating along Water Street eg benches or boulders	high	medium		
38	Build a picnic shelter at the waterfront	high	Medium		

	SUGGESTIONS: To make Gardiner a great place to live	IMPACT: High, Medium or Low	FEASIBILITY: High, Medium or Low	LEADERSHIP: Who? Which organizations and partners?	TIME FRAME: Short - 1 year Medium - 2-5 yrs. Long - 6-10 yrs.
70	Expand existing playgrounds for older and younger kids.	high	Medium		
71	Build an amphitheater at the waterfront.	high	Medium	Waterfront Committee	long term
79	Develop affordable after-school activities.	high	Medium	Churches, B&G, Johnson Hall	
29	Experiment with closing Water Street on Saturdays for a multi-use downtown market and festival.	high-medium	Medium		
36	Provide tide charts and information at the boat launch	Medium-high	Medium		
53	Hold a fishing tournament along the river.	medium-high	high-medium		
49	Develop a community newsletter or bulletin.	Medium-high	Medium-high	GMS, Newspaper, school	
2	Recruit community ambassadors for testimonials about living in Gardiner for marketing program.	Medium-	High		
54	Develop a creative image for the City that can be used to engage citizens, businesses and visitors and create a sense of pride and community spirit.	medium	medium		
22	Enhance the "Moving Forward with Gardiner" brand and use it in all areas (moving forward with arts, moving forward with recreation, moving forward with local foods...).	Medium	high		
43	Develop a splash park, fountains, water play area.	High	medium-low		
17	Hold Saturday farmers' market at the waterfront.	High	Medium-low	KLFI	

*Gardiner, Maine Heart & Soul Community Planning Project
Workshops: Saturday, October 19 @ 9-12 noon and Tuesday, October 29, 2013 @ 6:00-8:00 p.m.*

The Little Theater, Gardiner Area High School

	SUGGESTIONS:	IMPACT: High, Medium or Low	FEASIBILITY: High, Medium or Low	LEADERSHIP: Who? Which organizations and partners?	TIME FRAME: Short - 1 year Medium - 2-5 yrs. Long - 6-10 yrs.
44	Construct a skateboarding facility.	high-medium	medium-low		
57	Build Gardiner as an "Arts & Crafts City".	medium	Medium		
58	Investigate a "Safe Routes to School" program.	Medium-high	Medium-high		
69	Build more playgrounds.	Medium-high	Medium	Rotary	
73	Hold more carnivals.	medium	Medium		
7	Develop informal, less competitive adult recreational leagues.	medium	medium		
8	Develop outdoor basketball, tennis and beach volleyball courts in a central location.	medium	medium-low		
41	Develop a public swimming beach.	High	low		
42	Develop a public swimming pool.	High	Low		
47	Arrange for senior pick-up and drop-offs in golf carts from parking areas to events, shops and activities on waterfront.	High	medium-low		
64	Attract boaters to the waterfront with boat slips and power and water hook-ups.	high	Medium		
56	Build a parking garage.	high	Low		
78	Build a bigger, better sports complex.	high	Low	High school, CMP, McGee	
4	Provide kayak racks along river.	medium-low	medium-high		

	SUGGESTIONS: To make Gardiner a great place to live	IMPACT: High, Medium or Low	FEASIBILITY: High, Medium or Low	LEADERSHIP: Who? Which organizations and partners?	TIME FRAME: Short - 1 year Medium - 2-5 yrs. Long - 6-10 yrs.
65	Install a fire pit in at the waterfront for bonfires in all seasons.	medium	Low		
68	Build a roller skating rink.	Medium-low	Low		
	LOWEST PRIORITY				
9	Hold public dances for teens and young adults.	Medium-low	medium		
16	Hold street dances.	medium-low	low		
20	Design, find funding and install "Welcome to Gardiner" signs.	medium-low	low		
55	Develop a prom project for donated gowns, tuxes/suits, hair, nails, & make-up.	low	medium		
25	Adopt a formal local-food policy.	Low	low		
37	Develop volleyball court at the waterfront.	Low	low		
39	Build a concrete ping pong table at the waterfront.	Low	Low		
51	Develop an exchange program for one-on-one trade and barter.	Low	low		
52	Develop a memorial garden in the City.	Low	low		
46	Attract a whitewater and/or river kayaking company.	low-medium	medium-low		
76	Hold more fireworks displays.	low	Low		

Formation of the "Duct Tape Council" for the Greater Gardiner Community

January 2014

Overall Goals:

- 1) To foster greater communication, understanding and trust among the active groups and institutions in the community -- including the schools, the city, and cultural and civic organizations -- and more effectively promote the assets that our community has to offer
- 2) To strengthen collaboration between and among the existing organizations in order to maximize effective use of our collective human resources to make Gardiner the best possible place to live, work and play
- 3) To maintain momentum from the Heart & Soul process beyond completion of the Orton Foundation grant and ensure success in implementing the community's strategic action plan and the related portions of the comprehensive plan.
- 4) To ensure that the City Council and community groups incorporate the values and principles articulated as a result of the Heart and Soul of Gardiner project into their day-to-day work.

Specific projects to be led by the Duct Tape Council:

- 1) develop and maintain a community calendar of events sponsored by all participating organizations
- 2) coordinate the "welcome wagon" to provide information and connections to newcomers to the community
- 3) host an annual event to recognize volunteers, celebrate community achievements, and recruit new volunteers
- 4) provide a forum for discussion, vetting and development of new ideas for community projects over time
- 5) identify opportunities for, and support collaboration among, existing community organizations and institutions to maximize the impact of their efforts to benefit the community -- such as joint efforts to market and promote community events, seek grant funding, and host skills building workshops to build capacity and encourage new leadership

Make-up of the council:

- all active community organizations and institutions are being invited to participate and to select a non-staff member of their organization to serve as a representative to this group, including

Gardiner Main Street
Johnson Hall
Boys & Girls Club of Greater Gardiner
Gardiner Public Library/Library Association
Gardiner Rotary Club
Gardiner Board of Trade
SAD 11 and active school-related groups, including PTAs, Music Boosters, Sports Boosters, etc.
City of Gardiner Parks and Recreation Committee
Gardiner Art Walk
Gardiner Youth Football
Gardiner Youth Hockey
Kennebec Local Food Initiative
Caring Community Gardens
Healthy Communities of the Capital Area
Maine Crafts Center
Jobs for Maine Graduates
Kennebec Land Trust
Friends of Cobbossee Watershed
Kennebec Rail Trail
Boy Scouts and Girl Scouts
American Legion
Eagles Club
Elks Club
Lions Club
Knights of Columbus
Sportsman's Club
Quimby Field Trustees

Responsibilities of individual members:

- to come to meetings well informed about the organization they represent
- to share the results of meetings (including information they glean about other organizations) with their own organization
- to adhere to community charter (adopted at the January summit) and to serve the community as a whole through their participation

- on a rotating basis, to attend Gardiner city council meetings with relevant agenda items

Meetings:

- the council would meet quarterly, for the first year, and determine the appropriate frequency thereafter
- the quarterly meetings would be facilitated by a professional facilitator to make it possible for everyone to participate fully and on an equal footing

Leadership/coordination:

- two individuals, working as a team, would serve as coordinators of the group
- in between meetings, the coordinators would stay in close touch with members in order to be apprised of what is going on in the community and to flag issues that need to be addressed at quarterly meetings
- desirable qualities for the coordinators include:
 - an ability to listen well, to get along well with people of all backgrounds, and to inspire them to work together
 - a genuinely positive attitude, enthusiasm and optimism about Gardiner
 - someone who is trusted to look out for the interests of the community at large, and not simply the interests of a particular organization or constituency
 - someone who is driven to achieve good outcomes for the community

Resources:

- an application is being submitted for an implementation grant from Orton to fund the cost of a professional facilitator plus food and refreshments for the first two years
- space for meetings will be donated

DECEMBER 20th Enrollments - 2013**LER Principal - Karen Moody**

PK	Duquette	AM	15
PK	Duquette	PM	16
PK	Ellis	AM	16
PK	Ellis	PM	16
K	Carey		19
K	Grant		18
K	Michaud		19
1	Clary		14
1	Lancaster		16
1	Malcolm		17
1	Whitman		17
2	Brown		16
2	Canning		14
2	Plummer		16
2	Smith		16
Steps	Hinds		3

TOTAL STUDENTS	248
Bldg Capacity	310

HTS Principal - Lynn Izzl

PK	Moore	AM	15
PK	Moore	PM	16
K	Shagoury		14
K	Johnson		15
K	Stevens		16
1	Brann		19
1	Jessop		19
2	White		16
2	Lucas		20
3	Marx		15
3	LeBourdais		14
3	Luken		16
4	Hall		7
4	Hanley		17
4	Nickerson		19
5	Hall		9
5	Hicks		20
5	Smith		18

TOTAL STUDENTS	285
Bldg Capacity	260

RVCS Principal - Al Ghoreyeb

3	Keene	17
3	Storey	17
3	J. White	19
3	Ouellette	17
4	Lorbeski	20
4	Michaud	21
4	Green	19
5	Sergent	21
5	Henerlau	20
5	Galibois-Barss	19

TOTAL STUDENTS	190
Bldg Capacity	230

PITTSTON Principal Shelly Simpson

K	Alexander	16
K	Ciampa	16
1	Webb	14
1	Marcum	13
2	Damon	18
2	Klaiber	17
3	Cloutier	21
3	Owen	20
4	Tarrio	9
5	Tarrio	8
4	Rowe	12
5	Rowe	8
4	Adams	8
5	Adams	10

TOTAL STUDENTS	190
Bldg Capacity	210

TCH Principal - Sue Shepard

PK	Smith	AM	15
PK	Smith	PM	16
K	Viens		12
1	Snow		8
2	Snow		7
3	Williamson		13
4	Williamson		5
4	Gaudreau		6
5	Gaudreau		14

TOTAL STUDENTS	96
Bldg Capacity	155

GRMS Principal - Todd Sanders	
6th Grade	148
7th Grade	161
8th Grade	172
TOTAL STUDENTS	481
Bldg Capacity	657

GRANDE TOTALS- DECEMBER 2013

Steps	3
PK	125
K	145
1st Grade	137
2nd Grade	140
3rd Grade	169
4th Grade	143
5th Grade	147
6th Grade	148
7th Grade	161
8th Grade	172
9th Grade	156
10th Grade	163
11th Grade	161
12th Grade	129

TOTAL ENROLLMENT 2099
DECEMBER 30, 2013

GAHS Principal - Chad Kempton	
9	156
10	163
11	161
12	129
TOTAL STUDENTS	609
Bldg Capacity	857

	Dec 2013	Nov 2013	Change	Dec 2013	Dec 2012	Change
Laura E. Richards School	248	245	3	248	258	-10
River View Community School	190	186	4	190	187	3
T.C. Hamlin School	96	101	-5	96	102	-6
Pittston Consolidated	190	190	0	190	187	3
Helen Thompson School	285	284	1	285	298	-13
Gardiner Regional Middle School	481	481	0	481	477	4
Gardiner Area High School	609	609	<u>0</u>	609	608	<u>1</u>
	2099	2096	3	2099	2117	-18