

MAINE SCHOOL ADMINISTRATIVE DISTRICT #37

January 25, 2023

A regular meeting of the MSAD #37 Board of Directors was held at 7:00 p.m. on January 25, 2023 at the Milbridge Elementary School to consider and act on the following business:

Board Members Present: Leann Beal, Chris Chartrand, ~~Stephen Dunham~~, Everett Grant, Shelby Greene, Beth Hartford, Ronald Kennedy, Debra Murphy, David Perham, Tiffany Strout, and Mark Wright

Board Members Absent: Grace Kennedy (excused), ~~Stephen Dunham~~ (amended at 2/15/23 meeting)

Other persons present: Ronald Ramsay, Susan Meserve, Lorna Greene, Carol Ann Lisee, Denise Vose, MaryEllen Day, Todd Emerson, Jonathan MacLeod, Maria Frankland, Sara Ippolito and other citizens

MINUTES

A. INTRODUCTORY BUSINESS

1. The meeting was called to order at 7:05 p.m. by Chair Debra Murphy.
2. **RE: APPROVAL OF MINUTES**
 - a. **December 14, 2022 Annual Meeting** – Motion by Everett Grant, second by David Perham and voted (unanimously, with no abstentions) to approve the minutes of the December 14, 2022 Annual Meeting as printed.
 - b. **December 14, 2022 Regular Meeting** – Motion by Everett Grant, second by Mark Wright, and voted (unanimously, with abstentions) to approve the minutes of the December 14, 2022 regular meeting as printed.
3. **RE: REPORT—SUPERINTENDENT OF SCHOOLS (Including Legislative Updates)**

INFORMATION: Supt. Ramsay noted we have received the preliminary subsidy report or ED279 in which there is a \$178,000 increase in subsidy. However, we must increase our local required taxation by \$301,000 thousand to receive it. He explained state allocations were affected by a rise in mil rate, state valuation (which rose \$27 million), and an increase in enrollment. A spending freeze has been instituted to help retain any budget surplus for the upcoming fiscal year.

Other items he shared included:

 - We have been notified by Jobs for Maine Graduates (JMG) if the program is to continue next year, we will need to contribute funding as it will no longer be a completely funded program.
 - Demolition has begun at the CWCIT.
 - Nothing new to report regarding the timber dispute.
 - We now have a full compliment of bus drivers and no longer need to double up on runs unless a spare driver is unavailable.
 - Upcoming budget workshops will be March 22nd, April 5th, and 12th, with the board considering approval of the budget on April 26th. May 23rd will be the district budget meeting with the validation referendum vote on June 13th.

Question from Tiffany Strout: State is funding at 55% but we are only receiving 47%. Why is this? Mr. Ramsay explained the percentage received is based on the state formula. He stated the formula considers the free and reduced applications submitted. However, since lunches are now being fully funded parents no longer feel the need to complete the forms which adversely affects our receiving percentage.

4. **RE: REVIEW OF FINANCIALS**

INFORMATION: Supt. Ramsay noted that although the Board was provided with both November and December financial statements, he would speak to the December figures as the reports are cumulative. At the end of December there was 55.26% of the budget remaining. This is the lowest “cushion” we have had at this time in the past 13 years. The result is not due to frivolous spending but more due to increase in contract rates and bus purchase which occurred after the budget had been approved.

5. RE: ADMINISTRATIVE REPORTS (Including Professional Development, ESEA, and G/T) INFORMATION:

Denise Vose reported 170 special education students and sixteen students with 504 plans District wide. Chris Chartrand asked if there had been an increase in referrals to which Mrs. Vose replied yes.

Susan Meserve reported 125 students at Harrington Elementary School. They have begun the bikes for books program. The Tooth Fairy had visited the school and they are trying a new Foster Grandmother program in the building.

Lorna Greene reported 99 students at DW Merritt. The student council sponsored a Pink Day during which they raised \$523 to donate to the Beth Wright Cancer Center. They also had a visit from Dinoman, had a spelling bee and also began bikes for books.

Regarding professional development-they continue their book studies and PLC. A social studies curriculum committee has also been formed.

ESEA is serving 146 students district wide.

Gifted & Talented- 4 spring trips to DownEast Institute as well as a visit to the Cole's Museum have been planned.

Carol Ann Lisee reported 133 students at Milbridge. Island Readers & Writers, as well as Incredible Edible, have been in the school working with all grades.

MaryEllen Day reported 321 students (113 junior high and 208 senior high) at Narraguagus. They had a lip sync contest prior to holiday break. JMG students sponsored a food drive with the food being donated to the Cherryfield food pantry. A drug education program will take place at the High School where there will be 3 programs based on grade groups.

Leann Beal asked what would happen to the surveys the High School sent home. Mrs. Frankland would address that question later in the meeting.

Mark Wright wanted to thank the community band members as well as the students who participated in the band, sang the national anthem, and commentated during the basketball games. They've all done a wonderful job.

6. RE: SUBCOMMITTEE REPORTS:

a. **Athletics/Student Activities** - none

b. **Curriculum & Instruction** - none

c. **Negotiations & Grievance** – Did meet but will discuss in executive session.

d. **Policy & By-laws** - none

e. **Facilities, Maintenance, Safety & Transportation** – none

INFORMATION: Tiffany Strout asked about the Elementary Athletic Director and if she is looking into combining programs. Mark Wright stated he is aware the Elementary Athletic Director is looking at viable program changes. Supt. Ramsay stated the Athletic Director has been doing what's been asked of her by the Board. To aid in the upcoming baseball and softball season, work has begun on the Harrington Elementary School ball fields.

Leann Beal asked who is interviewing and recommending the coaches, the Athletic Director?

Supt. Ramsay noted the Superintendent makes the recommendations while the Board approves the appointments.

7. RE: PUBLIC COMMENTS

INFORMATION: Megan Worcester inquired if there was a curriculum committee and if so how to become a part of it.

Supt. Ramsay noted the School Board does have a subcommittee which reviews any suggested changes which the Board then votes on. However, the Principals do the work regarding the curriculum review and research. We do have a District wide curriculum which is followed.

8. RE: AGENDA ADJUSTMENTS

ACTION: Motion by Everett Grant, second by Mark Wright, and voted (unanimously, with no abstentions) to table this article as there are no adjustments needed tonight.

B. OLD BUSINESS

1. RE: ACCEPTANCE OF BID FOR SNOWPLOWING AT HARRINGTON

ACTION: Supt. Ramsay recommended Jared Coffin be awarded the bid for snowplowing at Harrington Elementary School. Motion by Everett Grant, second by Mark Wright and voted (unanimously, with no abstentions) to award the bid for snowplowing, as well as sand and salting the Harrington Elementary School, to Jared Coffin.

C. NEW BUSINESS

1. RE: ACCEPTANCE OF GRANT—SCHOOL BASED MENTAL HEALTH SERVICES

ACTION: Maria Frankland presented information to the Board regarding the \$2.7 million school based mental health services federally funded grant. There were only two entities in Maine awarded this grant. The grant provides telehealth services to students in the district utilizing eTherapy. We would be partnering with the University of Maine at Machias and Husson University, as well as Mano en Mano. Students from the two universities will provide MSAD 37 students counseling services during the internship portion of their university studies. The surveys our students have been turning in helped point out the increased need for the services and will also provide feedback while the grant is ongoing.

Everett Grant, Debra Murphy, David Perham expressed their thanks to Maria Frankland for all the hard work and dedication she provided to obtain this grant for the students of the district.

Motion by Everett Grant, second by Mark Wright and voted (unanimously, with no abstentions) to accept the School Based Mental Health Services grant.

2. RE: HIRING PEE WEE BASKETBALL/CHEERING COACHES

ACTION: Debra Murphy read the slate of coaches as follows:

DW Merritt--Pee Wee Boys' Basketball-Vincent MacLean, Jr., Pee Wee Girls' Basketball-Sally MacLean, Pee Wee Cheering-Amanda Kowalsky; Harrington Elementary School—Pee Wee Boys' Basketball-Cameron Worcester, Pee Wee Girls' Basketball - Jeffrey Chick, Pee Wee Cheering- Lisa Hinkle; Milbridge Elementary School—Pee Wee Boys' Basketball-Richard Parker, Pee Wee Girls' Basketball-Donald Parker. Motion by Chris Chartrand, second by Everett Grant, and voted (unanimously, with no abstentions) to approve the slate of recommended coaches as read.

3. RE: HIRING GRADES 3 & 4 SKILLS & DRILLS COACHES

ACTION: Supt. Ramsay recommended Sally MacLean & Vincent MacLean, Jr. for the DW Merritt grades 3 / 4 basketball program coaches, Jeffrey Chick for the Harrington Elementary School 3 / 4 basketball program coach and Donald Parker and Richard Parker as the grades 3 / 4 basketball program coaches. Motion by Everett Grant, second by Mark Wright and voted (unanimously, with no abstentions) to approve the recommended coaches as presented by Supt. Ramsay.

4. RE: HIRING BOYS' AND GIRLS' JR. HIGH TRAVEL TEAM COACHES

ACTION: Supt. Ramsay recommended Michael Lenfesty for the Jr. High boy's Travel Team coach and Nick Kennedy for the Jr. High Girls' Travel Team coach. Motion by Everett Grant, second by Mark Wright and voted (unanimously, with no abstentions) to approve the recommended coaches as presented by Supt. Ramsay.

5. RE: APPROVAL OF INCREASE TO SUBSTITUTE TEACHER PAY

ACTION: Supt. Ramsay recommended increasing the substitute pay to \$113/day base pay, \$123/day for individuals with a 2-year degree and \$133/day for someone with a Bachelors' Degree or higher. Motion by Everett Grant, second by Chris Chartrand, and voted (unanimously, with no abstentions) to approve the

increase in substitute pay based upon Supt. Ramsay's recommendation.

6. RE: APPROVAL OF 2023-2024 SCHOOL CALENDAR

ACTION: Supt. Ramsay noted the Teachers' Association requested there only be one workshop day prior to the start of school with the second one moved to November. They also requested the parent/teacher conferences in April be moved to the following week. Motion made by Everett Grant, second by Mark Wright, and voted (unanimously, with no abstentions) to approve the 2023-2024 school calendar as presented.

7. RE: AUTHORIZATION TO BORROW FROM BOND BANK FOR CTE PROJECT

ACTION: Motion made by Everett Grant, second by Chris Chartrand, and voted (unanimously, with no abstentions) that the resolution entitled, "Resolution to Authorize Issuance of \$600,000 in General Obligation Bonds to Finance a CTE Renovation Project" be adopted in form presented to this meeting and that an attested copy of said Resolution be filed with the minutes of this meeting.

8. RE: EXECUTIVE SESSION TO DISCUSS NEGOTIATIONS PURSUANT TO 1 M.R.S.A. §405(6)(D)

ACTION: Motion by Everett Grant, second by Chris Chartrand, and voted (unanimously with no abstentions) to enter executive session with the Board and the Superintendent to discuss negotiations pursuant to 1 M.R.S.A. §405(6)(D). Came out of executive session and took the following vote: Motion by Mark Wright, second by David Perham, voted (unanimously, with no abstentions) to accept the recommendations for Administrator and Support wages and benefits for 2023-2024 as recommended by the Negotiations Subcommittee and the Superintendent.

9. RE: EXECUTIVE SESSION TO DISCUSS A PERSONNEL ISSUE PURSUANT TO 1 M.R.S.A. §405(6)(A)

ACTION: Motion by Everett Grant, second by Leann Beal, voted (unanimously, with no abstentions) to enter Executive Session to discuss a personnel issue pursuant to 1 M.R.S.A. §405(6)(A). Came out of executive session and adjourned the meeting.

10. RE: ADJOURNMENT

ACTION: Motion by Everett Grant, second by Tiffany Strout, voted (unanimously, with no abstentions) to adjourn the meeting at 10:20 p.m.

Respectfully submitted,



Ronald C. Ramsay
Superintendent of Schools

January 25, 2023 MEETING SUMMARY

A. INTRODUCTORY BUSINESS

2. APPROVED minutes of December 14th Annual and December 14th Regular Meetings;
8. TABLED agenda adjustments;

B. OLD BUSINESS

1. ACCEPTED bid from Jared Coffin for snowplowing/salting at Harrington Elementary;

C. NEW BUSINESS

1. ACCEPTED School Based Mental Health Services grant;
2. HIRED PeeWee Coaches: DWM-Vincent MacLean, Jr. (boys), Sally MacLean (girls), Amanda Kowalsky (cheering); HN-Cameron Worcester (boys), Jeff Chick (girls), Lisa Hinkle (cheering); ML-Richard Parker (boys), Donald Parker (girls)
3. HIRED Grade 3 & 4 Skills and Drills Coaches: DWM-Vincent MacLean, Jr. and Sally MacLean; HN-Jeff Chick; ML-Richard and Donald Parker;
4. HIRED Michael Lenfesty (boys jr. high travel team coach) and Nick Kennedy (girls' jr. high travel team coach);
5. APPROVED increase to substitute teacher pay;
6. APPROVED 2023-2024 School Calendar;
7. AUTHORIZED resolution to borrow from the Maine Bond Bank for CTE renovations;
8. APPROVED negotiations for support and administrators for 2023-2024

Recommendations from the Negotiations Subcommittee's 1/17/23 meeting for Support and Administrator wages and benefits for 2023-2024:

1. Restructure the Assistant to the Superintendent Position to be an Assistant Superintendent position; Salary to be \$80,000 for 2023-24; Additional responsibilities and a job description to be determined.
2. Restructure the Bookkeeper Position to be a Business Manager position; Salary to be \$62,000 for 2023-24; Additional responsibilities and a job description to be determined.
3. All other administrators and support staff will receive a 3% increase to salaries or hourly wage scales;
4. Increase the Support Staff Sick Leave Bank from a maximum of 12 days per year that can be drawn by an individual to 20 days per year.
5. Create an Administrator Sick Leave Bank using the same language and criteria as that of the Support Staff Sick Leave Bank.

January 25, 2023

Motion: I move that the resolution entitled, "Resolution to Authorize Issuance of \$600,000 in General Obligation Bonds to Finance a CTE Renovation Project," be adopted in form presented to this meeting and that an attested copy of said Resolution be filed with the minutes of this meeting.

RESOLUTION TO AUTHORIZE ISSUANCE OF \$600,000 IN GENERAL OBLIGATION BONDS TO FINANCE A CTE RENOVATION PROJECT

The School Board of Maine School Administrative District No. 37 hereby RESOLVES and votes as follows:

Section 1. Authority to Issue Bonds

- 1.1 Under and pursuant to the November 8, 2022 referendum approval of the voters of Maine School Administrative District No. 37 (the "District") and the laws of the State of Maine, including sections 1490 and 1501 of Title 20-A of the Maine Revised Statutes, the District is authorized to issue general obligation bonds and notes in anticipation thereof in a principal amount not to exceed \$600,000 (collectively, the "Bonds") to fund costs to construct and equip improvements and renovations to the Coastal Washington County Institute for career and technical education (the "Project").

Section 2. Authorization of Treasurer to Arrange for Sale of Bonds and Determine Bond Details.

- 2.1 The Treasurer of the District (the "Treasurer") is authorized to arrange for the sale of the Bonds, with or without premium, at one time or from time to time, as one or more separate bond issues, as tax-exempt or as taxable obligations, at public or private sale to such parties as the Treasurer determines to be in the District's interest, including the Maine Municipal Bond Bank, and to execute and deliver loan agreements and other contracts for that purpose, all on such terms not inconsistent with this Resolution as the Treasurer shall approve, such approval to be conclusively evidenced by the execution thereof.
- 2.2 To the extent not inconsistent with this Resolution, the Treasurer is authorized to determine the date(s), maturity(ies), denomination(s), interest rate(s), place(s) of payment, form(s), and all other details, terms, and provisions of each issue of the Bonds, and to approve the form and manner of their sale and award, said approval to be conclusively evidenced by the execution thereof.
- 2.3 The Treasurer is authorized to provide on behalf of the District that the Bonds may be redeemable or callable, with or without premium, prior to their maturity.
- 2.4 In connection with the sale of any of the Bonds, the Treasurer is authorized to select and hire municipal advisors, other consultants, underwriters, registrars, paying agents, and transfer agents and to execute and deliver such contracts or agreements for that purpose as may be necessary or appropriate, and any actions the Treasurer may have previously taken consistent with this authorization are hereby ratified and confirmed in all respects.
- 2.5 The Treasurer is authorized to prepare, or cause to be prepared, a Preliminary Official Statement and an Official Statement for use in the offering and sale of any of the Bonds, if applicable, in such form and containing such information as may be approved by the Treasurer with the advice of bond counsel

ensure that the disclosure requirements imposed by Rule 15c2-12 of the Securities and Exchange Commission are met.

- 5.4 The Treasurer, in consultation with bond counsel for the District, is authorized to implement written procedures with respect to the Bonds for the purpose of (i) ensuring timely "remedial action" for any portion of the Bonds that may become "non-qualified bonds," as those terms are defined in the Code and regulations thereunder; and (ii) monitoring the District's compliance following the issuance of the Bonds with the arbitrage, yield restriction, and rebate requirements of the Code and regulations thereunder.

Section 6. Authorization of Treasurer to Designate Bonds as Bank Qualified.

- 6.1 The Treasurer may designate, and is authorized to take all such actions as may be necessary to designate, any of the Bonds as qualified tax-exempt obligations for purposes of Section 265(b)(3) of the Code.

Section 7. Further Authorization to Effect Issuance, Sale, and Delivery of the Bonds.

- 7.1 The Treasurer, Chair of the School Board (the "Chair"), Secretary and other proper officials of the District, acting singly, are hereby authorized and empowered in the name of the District and on its behalf to do or cause to be done all such acts and things, not inconsistent herewith, as may be necessary or desirable in order to effect the issuance, sale, and delivery of the Bonds and the accomplishment of the Project.
- 7.2 If the Treasurer, Chairperson, or Secretary for any reason are unavailable to, as applicable, approve, execute, attest, or deliver the Bonds or any other documents necessary or convenient to the issuance, execution, attestation, or delivery of the Bonds or the accomplishment of the Project, the person or persons then acting in any such capacity, whether as assistant, deputy, successor, or otherwise, shall be authorized to act for such unavailable official with the same force and effect as if such official had performed such act.
- 7.3 If any of the officers or officials of the District who have signed, attested, or sealed the Bonds shall cease to be such officers or officials before the Bonds so signed, attested, and sealed shall have been actually authenticated or delivered by the District, such Bonds nevertheless may be authenticated, delivered, and issued with the same force and effect as though the person or persons who signed, attested, or sealed the Bonds had not ceased to be such officer or official; and also, any such Bonds may be signed, attested, or sealed on behalf of the District by those persons who, at the actual date of execution of the Bonds, shall be the proper officers or officials of the District, although at the nominal date of the Bonds any such person shall not have been such officer or official.

Section 8. Consolidation; Exchanges or Transfers of Bonds; Redemption.

- 8.1 Any or all of the Bonds may be consolidated with and become a part of any other issue of bonds or notes of the District authorized to be issued.
- 8.2 The Treasurer, Chairperson, and Secretary are authorized to, from time to time, execute such Bonds as may be required to provide for exchanges or transfers of Bonds authorized hereunder.

This Resolution is dated this January 25, 2023:

Debra Murphy

Jeff Atant

John McG

Dan G. Baker

Shirley A. Mc

Bethany C. Hunt

Debra S

Eric M. Hunt

Paul W. Hunt

Clayton Hunt

Being a majority of the School Board of Maine School Administrative District No. 37

A true copy, attest:

Ronald Ramsay

Ronald Ramsay, Secretary

Maine School Administrative District No. 37

(Note: file an attested copy of this Resolution with the meeting minutes)