

## MAINE SCHOOL ADMINISTRATIVE DISTRICT #37

September 30, 2020

The Regular Meeting of the School Directors of RSU #37/ MSAD #37 was held at Narraguagus Jr./Sr. High School on Wednesday, September 30, 2020, at 7:00 p.m. 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, and Mark Wright

**Board Members Absent:** Susan Beal, Beth Hartford, Charles Peterson, Jr., Vance Pineo, Jr., and Sarah Willson

**Other persons present:** Ronald Ramsay, Denise Vose, Maria White, Todd Emerson, Mary Ellen Day, Susan Meserve, Lorna Greene, Ron Green, Eric Brooks, Kandi Robertson, Tiffany Strout, and Dawn Fickett

### AGENDA

#### A. INTRODUCTORY BUSINESS

1. **The meeting was called to order at 7:00 p.m. by Vice-Chairman Debra Murphy.**
2. **RE: APPROVAL OF MINUTES OF THE BOARD OF DIRECTORS**  
**ACTION:** a. Motion by Grace Kennedy, second by Chris Chartrand, and voted (572-yes, 52-abstentions) to approve the minutes of the August 26, 2020 Regular Meeting as presented. (Wright abstained as he was absent from that meeting.)  
b. Motion by Mark Wright, second by Chris Chartrand, and voted (527-yes, 97-abstentions) to approve the minutes of the September 16, 2020 Emergency Meeting as presented. (J. Beal abstained as he was absent from that meeting.)
3. **RE: REPORT—SUPERINTENDENT OF SCHOOLS (Including Legislative Updates)**  
**INFORMATION:** Supt. Ramsay noted that it has been a different, but great start to the school year. Students and staff are doing remarkably well under difficult conditions. Most of our kids are happy to be back. Enrollment data is in your packets showing we have about 21% of our students doing remote learning. That is down from the start of the year as several students have come back for in-person instruction. It is still a work in progress and we are trying our best and working to improve whenever we discover issues.~~We are working on another COVID grant, trying to figure out how to spend the money in a very short amount of time given the restrictions for its use. There is a lot to navigate. The state has given us another \$660,000 to spend but no extra time to spend it, so we only have until December 30<sup>th</sup> and it must be spent on things related to COVID needs or improvements.~~With the first grant, we have purchased two district vans to help with individualized transportation for CTE and special ed. Because of COVID, we can no longer transport more than one student in a personal vehicle. This will help. We've hired extra help in the schools, ordered heat pumps for all buildings to aid in air exchange, have teachers recording lessons for a YouTube station that parents and students can use for remote learning, ordered PPE supplies, foggers, and water bottle filling stations.~~The new CTE building is open with 45 students attending. Things are going great. It's hard to believe that we didn't even own the building at this time last year, and now it's up and running! There are still some things being worked on.
4. **RE: REVIEW OF FINANCIAL STATEMENTS**  
**INFORMATION:** The July and August statements are for the new fiscal year. It is still early but things look good and we are on track where we should be. The June statement represents the end

of our fiscal year for 2019-2020. The expenditure side of the general fund ended with a balance of almost \$600,000. We had some additional revenues over what was budgeted. This gave us about \$300,000 over what we needed for our balance forward for FY21. This is good since we had two outside articles, one for \$100,000 for the minor capital fund and one for \$200,000 for CTE. We will need this as the FEDES grant is almost gone and we still have some things that will need completing. We will be able to use funds from this outside article to finish up.

5. **RE: ADMINISTRATIVE REPORTS (Including Professional Development, ESEA, and G/T) INFORMATION:** Denise Vose reported she has been busy attending meetings for IEP's, 504 placements, student transfers, and Title IX training.

Lorna Greene noted that DW Merritt has 78 students attending in person, 15 doing remote and 10 that moved to home-schooling. They had a really good start. Kelly Hinkle recorded a virtual open house. The staff is being very productive on the Wednesday remote learning days, contacting all remote students and working with them. Cross-country is beginning tomorrow. **Professional Development:** The new calendar was handed out. There will be a different delivery with virtual meetings, but still getting the requirements in. New hires did a Zoom training on Sept. 23<sup>rd</sup> with 11 people attending. **ESEA:** Title I staff attended a Zoom meeting to work on plans for at-home Family Night activities. Lorna attended a Zoom meeting today on submitting the ESEA Performance Report, due November 2<sup>nd</sup>. **G/T:** She attended a Zoom meeting on Monday and learned that the state has waived some requirements for this year. Our district G/T committee will be meeting soon.

Maria White reported that Milbridge has 103 students attending and 32 doing remote learning. Students in grades 2-6 will be doing cross country. Three 6<sup>th</sup> graders are coming to the high school for Jr. High Soccer. Numeracy4ME tests are being administered through Title I in Math. This will help target the needs of students and help those that need catching up.

Susan Meserve noted that Harrington has 108 students in-person and 15 remote. They had a wonderful start with students very excited to be back to school. Kelly Hinkle also did a virtual Open House for them. They have a good size group of students ready to do cross country.

Mary Ellen Day reported that Narraguagus had a smooth start. The kids are doing great with the masks. They have been busy with sports physicals, school pictures, a fall athletic meeting, and getting remote instruction underway. Games/meets for high school sports are underway. Jr. High sports are just getting started. Jr. High volleyball is playing outside on the softball field.

6. **RE: SUBCOMMITTEE REPORTS:**
- a. **Athletics/Student Activities**—has not met
  - b. **Curriculum & Instruction**-- has not met
  - c. **Negotiations & Grievance**-- has not met
  - d. **Policy & By-laws**—This committee met last night and has a recommendation for later on the agenda.
  - e. **Facilities, Maintenance, Safety & Transportation**-- has not met
- INFORMATION:**

7. **RE: AGENDA ADJUSTMENTS**
- ACTION:** Motion by Chris Chartrand, second by Mark Wright, and voted (unanimously) to table this article as there are no adjustments necessary.

**B. OLD BUSINESS--None**

**C. NEW BUSINESS**

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

**ACTION:** Motion by Mark Wright, second by Chris Chartrand, and voted (unanimously) to ratify the hiring of Darcy Meijer as Ell Teacher at Narraguagus as recommended by Supt. Ramsay.

**2. RE: HIRING SUBSTITUTES**

**ACTION:** Motion by Mark Wright, second by Chris Chartrand, and voted (unanimously) to approve the hiring of the following subs as recommended by Supt. Ramsay: Betsy Brown, Vernon Campbell, Kylee Joyce, and Charles Pease, substitute teachers; Kristina Bailey, Nancy Burgess, and Aimee Wagner, substitute nursing help.

**3. RE: HIRING ELEMENTARY AND JR. HIGH FALL COACHES**

**ACTION:** Motion by Mark Wright, second by Chris Chartrand, and voted (unanimously) to approve the following elementary and jr. high fall coaches as recommended by the Supt.: Jr. High Soccer: Galen Elliott; Cross-country: Amanda Kowalsky (DWM), Kandi Robertson (HN), Donald and Richard Parker (ML), Nelson Santiago (7/8); Jr. High Volleyball: Holly Fraser and Hilary Oliver.

**4. RE: APPROVAL OF CHANGE TO SCHOOL CALENDAR**

**ACTION:** Supt. Ramsay asked the board to approve changing the October 13<sup>th</sup> workshop to a student day. This day has normally been used for all staff to attend the Harvest of Ideas workshop for all Washington County staff. Due to COVID, that is not being held this year. He believes it would benefit our students to re-coup one of the days missed at the beginning of the year when we delayed the opening of school.

Motion by Chris Chartrand, second by Mark Wright, and voted (unanimously) to approve changing the October 13<sup>th</sup> workshop day to a regular student day.

**5. RE: CONSIDERATION OF CTE CUSTODIAL POSITION**

**ACTION:** Supt. Ramsay asked the board to consider a change to the CTE custodial position because we are having a difficult time finding anyone to hire. The position has been offered to three different individuals, but all have turned it down due to pay. Our pay scale is low, starting at minimum wage. Anyone with experience does not want to take a pay cut to switch jobs and also lose benefits they have accrued such as vacation time. Our pay scales need some work, not just for custodians, but for all support staff. Many of our custodians are beyond the top of the scale because of the number of years they've worked for us, but he has no authority to offer a new person something beyond the scale without the board's approval. He would like the board to allow him to either hire a building manager to also include custodial work for the CTE building or be able to at least offer close to what our other custodians are making with similar experience. He will not pay more to a person coming in than our top-paid custodians receive.

Motion by Ronald Kennedy, second by Grace Kennedy, and voted (unanimously) to leave it to the discretion of the Superintendent to decide on the pay for the CTE custodian.

**6. RE: ELECTION OF DELEGATE TO MSBA DELEGATE ASSEMBLY**

**ACTION:** Motion by Mark Wright, second by Grace Kennedy, and voted (unanimously) to elect Vance Pineo, Jr. as the delegate for the MSBA Delegate Assembly.

7. **RE: CONSIDERATION OF POLICY ADDITIONS/REVISIONS**

- a. **AC—Nondiscrimination/Equal Opportunity and Affirmative Action**
- b. **ACAA—Harassment and Sexual Harassment of Students**
- c. **ACAA-R—Student Discrimination/Harassment and Title IX Sexual Harassment Complaint Procedures**
- d. **ACAB—Harassment and Sexual Harassment of School Employees**
- e. **ACAB-R—Employee Discrimination/Harassment and Title IX Sexual Harassment Complaint Procedures**
- f. **ECB—Pest Management in School Facilities and on School Grounds**
- g. **ECB-E—Notice of Planned Pesticide Application**
- h. **IKF—Graduation Requirements**

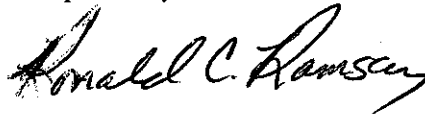
**ACTION:** Supt. Ramsay noted that the Policy Subcommittee met last night to review these policies/procedures. Items a-e are Title IX related and we don't have a lot of latitude to make changes due to the new law. These replace policies we currently have that were re-written by Drummond and Woodsum for Maine schools. Items f-g are related to pest management and application/notification of pesticide use. The final item h. reflects changes to our current policy to make it in line with what we are actually doing. July 1<sup>st</sup> was supposed to be a changeover to a proficiency-based diploma, but the state backed off on this; so now we have both credits and standards. The changes in the graduation policy reflect this.

Motion by Chris Chartrand, second by Grace Kennedy, and voted (516-yes, 108-abstentions) to approve the first reading of the above policies as recommended by the Policy Subcommittee and the Superintendent. (R. Kennedy abstained.)

8. **RE: ADJOURNMENT**

**ACTION:** Motion by Chris Chartrand, and voted (unanimously) to adjourn the meeting at 8:33 p.m.

Respectfully submitted,



Ronald C. Ramsay  
Secretary to the Board

## MEETING SUMMARY, September 30, 2020

### A. Introductory Business:

2. APPROVED minutes of the August 26, 2020 Regular Meeting and the September 16, 2020 Emergency Meeting;
7. TABLED agenda adjustments;

### B. Old Business—None

### C. New Business:

1. HIRED Darcy Meijer as ELL Teacher at Narraguagus;
2. HIRED substitutes: Betsy Brown, Vernon Campbell, Kylee Joyce, Charles Pease, Kristina Bailey, Nancy Burgess, and Aimee Wagner;
3. HIRED coaches: Jr. High Soccer-Galen Elliott; Cross-country— Amanda Kowalsky (DWM), Kandi Robertson (HN), Donald and Richard Parker (ML), Nelson Santiago (7/8); Jr. High Volleyball: Holly Fraser and Hilary Oliver;
4. APPROVED changing October 13<sup>th</sup> workshop day to a student day;
5. AUTHORIZED Supt. To use his discretion on pay for the CTE custodian position;
6. ELECTED Vance Pineo, Jr. as delegate for MSBA Delegate Assembly;
7. APPROVED 1<sup>st</sup> reading of changes to policies/procedures: AC, ACAA, ACAA-R, ACAB, ACAB-R, ECB, ECB-E, and IKF