

REGIONAL SCHOOL UNIT NO. 18
BOARD OF DIRECTORS
OCTOBER 13, 2010
MINUTES

Chair Laura Tracy called the meeting of the Board of Directors to order at 7:02 p.m. in the cafeteria at Belgrade Central School in Belgrade. Directors Lawrence Brown, Charley Clark, Lora Downing, Elwood Ellis, Doreen Leighton, Kerri Oliver, Dennis Purington, Rebecca Seel and Laura Tracy were present. Director Donna Doucette was absent. A quorum was declared. Also present at all or parts of the meeting were Gwen Bacon, Irene Belanger, Dan Bowers, Paula Callan, Carl Gartley, Karalynn Gibson, Monique Gilbert, Catherine Gordon, Kathy Harris-Smedberg, Mark Hatch, Linda Laughlin, Richard McFarland, Jennifer McGee, Cheryl Mercier, Jonathan Moody, Mark Morisette, Adam Murray, Constance Packard, Nancy Reynolds and Kelly Roderick.

There were no delegations to be heard.

Seel/Purington The minutes of the September 15, 2010 and September 23, 2010 meetings be approved as printed.

Motion carried unanimously.

The Superintendent's Report was updated. Superintendent Smith noted that he held a meeting with Mike McQuarrie, Headmaster of Erskine Academy; Carl Gartley, Principal of China Middle School and China Primary School; and Lennie Goff, Transportation Supervisor to discuss how transportation and the relationship has evolved between the District and the Academy. Things have worked out nicely, and he will continue to have these meetings to continue conversations regarding common issues between the Academy and the District.

The Board had requested that the *Messalonskee Messenger* be ready for publication prior to November 2, 2010 referendum. The deadline has come, and the fall issue of the *Messenger* will be out prior to the referendum.

Since the last Board meeting Connie Packard, Business Manager, and Superintendent Smith met with the Oakland Town Council to discuss the potential closure of the Atwood Primary School and the fall referendum questions. This week the District submitted to the Commissioner of the Maine Department of Education and to the Town of Oakland an updated version of the cost savings model for the potential closure of the School. The original report included savings of \$416,000, and the revised report has projected savings at \$406,000. There were three major adjustments to the report: salary benefits, removal of projected cost of running the Williams Elementary School addition, and on-going costs for technology that were built into the budget and are allocated to each School. The Town of Oakland has 10 days, and the Commissioner has 20 days to respond to the proposal. The Oakland town Council did not express an opinion but asked many good questions. The councilors have read the material and the law and are well educated on the subject. Superintendent Smith will have similar meetings with the Belgrade Board of Selectpersons on October 19 and with the Sidney Board of Selectpersons on October 25. Mr. Smith is awaiting confirmation from the Town of China in terms of a similar meeting. The public forum related to the November 2, 2010 referendum will be held on October 21, 2010.

There has been a request for research related to the Alford Youth Center bus run, and the District is working on obtaining information from all the District towns. That information will be available for the next Board meeting on October 27.

There were no additions to the agenda by the Chair or Directors.

Mark Hatch, Principal of Messalonskee Middle School, provided a report of the School's Curriculum Night held on September 16, 2010. In years past, families gathered in the gym for the opening presentation. This year technology was used, and a presentation was recorded ahead of time and played on the Schools television system. Parents were in classrooms listening to the presentation. Much of the presentation focused on curriculum and laptop computers. The evening went well, with a good turnout.

Paula Callan, Associate Principal, provided a report of the Messalonskee High School Curriculum Night held on September 22, 2010. Parents attended first semester classes of their students, spending 15 minutes in each class reviewing the syllabus. Participation was not as high this year as in years past. The High School administration will strive to increase participation for future years.

Jennifer McGee, Principal of the Atwood Primary School, provided a report of the School's Curriculum Night held on September 29, 2010. The evening was very well attended, with 180 of 232 families represented. Families went into the garden where students had harvested food for the School's salad bar. Diane Carrillo, computer assistant teacher, introduced families to Web sites they can access from home, focusing on working with literacy in a fun way.

Kathy Harris-Smedberg, Principal of Williams Elementary School, provided a report of the School's Curriculum Night also held on September 29, 2010. The evening was an open house format with, multi-generational participation. Seventy-four percent of the students were represented. The evening featured classroom activities, and there was also a scavenger hunt.

Catherine Gordon, Principal, provided a report of the Belgrade Central School Curriculum Night held on September 30, 2010. Approximately 77% of the students were represented. Families had the opportunity to visit classrooms, music room, computer lab, art room, library, and the gym. This year Ellen Bowman, the School's guidance counselor, secured a visit from a certified nutritionist from Hannaford in Augusta. The School PTO provided dinner for the staff before the evening began, so that staff would not have to worry about where, how and when dinner would be happening for them that evening.

Nancy Reynolds, Principal, provided a report of the James H. Bean School Curriculum Night held on September 30, 2010. The evening was different in content than in years past. Many people worked on the Reinventing Schools Coalition (RISC) model this summer. Seven people brought to the staff all that they have learned. There is excitement in the building about this model, and everywhere there is a standard operating procedure (SOP) about something. The Board viewed a presentation which included vision statements of different grade levels and different classrooms.

Linda Laughlin, Assistant Superintendent, provided a report of the October 1, 2010 District workshop. The workshop provided for a variety of activities. The Messalonskee High School and Messalonskee Middle School staff who did not receive the initial RISC training received the first level of RISC training that day. The remaining elementary staff will receive their training in January. Special education staff simulated issues and how to appropriately restrain students. There was a lot of good training that occurred that day.

Becky Seel provided a report of the September 23, 2010 meeting of the Policy Committee. The Committee reviewed Policy File: ACAD, Service Animals for Students and Employees; Policy File: JLDBG, Reintegration of Students from Juvenile Correctional Facilities; Policy File: JLDBG-R, Reintegration of Students from Juvenile Correctional Facilities – Administrative Procedure; and Policy File: KFB, Facilities Use. The District is awaiting information from DrummondWoodsum, legal counsel, regarding the facilities use policy. Once received, the policy will be presented to the full Board for review. A copy of the minutes of the September 23 Policy Committee meeting are attached.

Elwood Ellis provided a report of the Budget, Finance and Property Committee meeting held on October 13, 2010. With six payrolls processed through September 30, 2010, there should be 77% of the budget remaining. Total budget to actual, including debt service, prepaid expenses and encumbrances shows 76.99% remaining. Adjusted budget to actual, less debt service, prepaid expenses and encumbrances extending to year-end, shows 80% remaining. Revenues are 1.4% above what is projected, and costs are below what is projected. The District is in good shape at this point in the year.

Lora Downing provided a report of the October 13, 2010 meeting of the Educational Programming Committee. Committee members received an update from Assistant Superintendent Linda Laughlin regarding the Nellie Mae grant. Two representatives of the Nellie Mae Grant Foundation will visit RSU 2 and RSU 18 October 14 and 15. The two Districts are working collaboratively on the grant. For the site visits the two school units are following a template provided by Nellie Mae representatives, which includes visits with students, parents, community members and community partners in the grant. Nellie Mae has hired a firm to perform community asset mapping, which will be done by phone. The two School Units have received \$8,000 each for costs incurred in development of the grant. A work plan and budget are due in early November. On December 8 an announcement will be made as to who will receive the planning grant. There are four school units competing for the grants.

Committee members also received an update regarding RISC curriculum work. Five days of work are scheduled, with three days completed in five content areas. The District has 18 teachers and eight administrators involved in this work.

The District has launched a School Board laptop project, with 10 laptops available for Board members. The Educational Programming Committee worked with Rick McFarland and Adam Murray of the Technology Department in obtaining feedback as to what type of training Board members would need. Dates and times will need to be identified for Board member orientation and training. The Educational Programming Committee is recommending setting up

email accounts for Board members through Google. The next meeting of the Committee will be on November 17, 2010 at 6:00 p.m. at Central Office.

Board members scheduled the first laptop training date for Wednesday, October 27, at 5:30 p.m. at the James H. Bean School.

Mr. Smith apprised the Board of the following resignations:

- Amanda Delorie, varsity swim coach, Messalonskee High School;
- William Joshua Reynolds, special education aide, Messalonskee Middle School; and
- Bruce Richards, custodian/maintenance, China Schools.

Downing/Oliver The nomination of the Superintendent be accepted, and Kelly Pinney-Michaud be elected to the position of grade 7 girls' basketball coach at Messalonskee Middle School for the 2010-11 school year. Motion carried unanimously.

The Board reviewed the October 1, 2010 enrollment report. Enrollment on October 1 was 3,257, compared to 3,242 at the last report on September 15. The Maine Department of Education has two points during the year for which it collects enrollment data from school districts – October 1 and April 1. The Department uses the enrollment on these dates for calculating General Purpose Aide (GPA). (Please see attached enrollment list.)

The Board reviewed the proposed core vision and mission statements, the RSU 18 shared vision draft, and the RSU 18 core values and beliefs. There are two versions of a mission statement for RSU 18. Teachers, administrators and representatives of the Future Search process provided input for the statements. The proposed statements are listed below.

1. Engaging Students – Strengthening Communities – Creating Global Leaders
2. RSU18: With Students, By Students, Creating Tomorrow

Seel/Brown The Board adopt “Engaging Students – Strengthening Communities – Creating Global Leaders” as the RSU 18 mission statement.

Motion carried unanimously.

Ellis/Downing The Board adopt the RSU 18 shared vision draft, RSU 18 core values and beliefs and RSU 18 mission statement as one document as presented. (Please see attached copy of mission statement, shared vision draft and core values and beliefs.)

Motion carried unanimously.

The Board reviewed the snowplow bids for the 2010-11 school year.

Oliver/Downing The snowplow bids of B.K. Construction, Rick Damren Plowing and Sanding and S.B. Martin be approved as presented.

Requested Items	*B.K. Construction	*Rick Damren Plowing & Sanding	*S.B.Martin	Manter Const. Co.
	James H. Bean	Belgrade Central School	China Schools	
Insurance Workers' Compensation Injury Benefits Property Damage	No Yes (ACORD)	No Yes (Keys Agency Inc.)	No Yes (Peerless Insurance)	Letter stating no bid
Job Rate Plowing Sanding	-\$55.00 per hour (pickups/3/4 ton) -\$60.00 per hour (skid steer) -\$100.00 per hour (3 yard loader) -\$85.00 per yard	-\$79.95 per hour (3-4 yard loader) -\$49.00 per hour (1 ton truck) -\$49.00 per hour (pickups) -\$62.00 per yard	-\$80.00 per hour (pick up) -\$90.00 per hour (loader) -\$85.00 per hour (1 ton pick up) \$ 200.00 per visit	

Motion carried unanimously.

The Board discussed recommended dates for an Oakland referendum and public forum related to the Atwood Primary School closure. The public forum would need to be held at least ten days prior to the referendum. The recommended date for the public forum is December 15, 2010, and the recommended date for the referendum is January 11, 2011.

Ellis/Leighton The Board accept the recommended dates for an Oakland referendum and public forum related to the Atwood Primary School closure, with the public forum scheduled for December 15, 2010, and the referendum scheduled for January 11, 2011.

Motion carried: 8-1.

For: Brown, Clark, Downing, Ellis, Leighton,
 Oliver, Purington and Tracy

Opposed: Seel

Recess: 8:00 – 8:11 p.m.

Brown/Downing The Board enter executive session to discuss negotiations with the Regional School Unit No. 18 Education Association per 1 M.R.S.A. §405(6)(D).

Motion carried unanimously.
Time: 8:12 p.m.

The Chair declared the Board out of executive session at 8:31 p.m.

Clark/Purington The meeting be adjourned.

Motion carried unanimously.
Time: 8:32 p.m.

Respectfully submitted,

Gary N. Smith
Superintendent of Schools

MEETINGS

October 14, 2010 – Cost Sharing Committee – 6:30 p.m. – Central Office

October 18, 2010 – Major Capital Application Committee – 6:30 p.m. – Central Office

October 19, 2010 – Negotiations Session – 4:30 p.m. – Central Office

October 21, 2010 – Governance Supper Meeting – 5:30 p.m. – Messalonskee High School

October 21, 2010 – Public Hearing Regarding November 2, 2010 District Referendum – 7:00 p.m.
– J. Duke Albanese Performing Arts Center - Messalonskee High School

October 27, 2010 – Board Workshop (laptop training) – 5:30 p.m. – James H. Bean School Library

October 27, 2010 – Board Meeting – 7:00 p.m. – James H. Bean School Cafeteria

November 10, 2010 – Board Meeting – 7:00 p.m. – Central Office

November 16, 2010 – Negotiations Session – 3:30 p.m. – Central Office

November 17, 2010 – Educational Programming Committee – 6:00 p.m. – Central Office

November 23, 2010 – Negotiations Session – 3:30 p.m. – Central Office

**REGIONAL SCHOOL UNIT NO. 18
POLICY COMMITTEE
MINUTES**

**September 23, 2010
6:00 p.m.
Central Office – Oakland**

Present: Larry Brown, Charley Clark, Carl Gartley, Kathy Harris-Smedberg, Mark Hatch, Linda Laughlin, Becky Seel, Gary N. Smith

Discussion of Policy ACAC, “Service Animals for Students and Employees”: The minutes of the August 17th meeting indicated that this policy would be referred to DrummondWoodsum for answers to some questions, and then Ms. Laughlin and Mr. Smith would prepare a new draft. Since this had not been done yet, the Committee asked Ms. Laughlin and Mr. Smith to send the policy back to DrummondWoodsum. If they respond before the October 13 Board meeting, Ms. Laughlin will email a new draft to the full Board for consideration at that meeting, rather than bringing it back to the Committee.

Discussion of Policy JLDBG, “Reintegration of Students from Juvenile Correctional Facilities” and Procedure JLDBG-R, “Reintegration of Students from Juvenile Correctional Facilities – Administrative Procedure: The Committee voted to send the merged version to DrummondWoodsum for confirmation that merging the two does not create legal problems or alter their meaning. If Ms. Laughlin and Mr. Smith are advised that additional revisions are necessary in order for the merged version to be legal and that DrummondWoodsum will charge an additional fee to prepare the necessary revisions, then the Committee recommends retaining the policy and procedure as separate documents and just getting confirmation that the deletion of certain language is ok.

Discussion of Policy KFB, “Facilities Use”: Mr. Smith and Ms. Laughlin met with the Oakland Parks and Recreation staff and also with the building administrators to discuss this policy. It was noted that the proposed policy is based on a similar policy from the Camden Hills school district that Mr. Gartley helped draft when he worked there. A question was raised as to whether the Performing Arts Center (PAC) at Messalonskee High School should be under a separate policy or merged with KFB. It was noted that RSU 18 rates are significantly lower than those charged by Lawrence and Cony. A main goal of the policy is to establish consistent practices throughout the District. Rather than bring this policy back to the Policy Committee for further review and action, the consensus was that this policy would go directly to the full Board for discussion and action when ready.

The meeting adjourned at approximately 6:40 p.m.

Respectfully submitted,

Becky Seel, Chairperson

REGIONAL SCHOOL UNIT NO. 18

ENROLLMENTS 2010-11 (as of October 1, 2010)

<i>Atwood Primary School</i>								
Teacher	PreK *	K	1	2	3	4	5	Totals
Teacher 1	32	15	19	19				Staff = 12
Teacher 2		16	20	19				
Teacher 3		16	19	19				
Teacher 4		15	20					
Totals	32	62	78	57				229
<i>Belgrade Central School</i>								
Teacher	PreK *	K	1	2	3	4	5	Totals
Teacher 1	30	14	18	14	15	20	16	Staff = 18
Teacher 2		14	17	15	16	22	16	
Teacher 3		15	19	16	15		16	
Totals	30	43	54	45	46	42	48	308
<i>China Primary School</i>								
Teacher	PreK	K	1	2	3	4		Totals
Teacher 1	22	15	14	16	16	19		Staff = 17
Teacher 2		15	14	14	16	17		
Teacher 3		14	14	15	15	19		
Teacher 4		14						
Totals	22	58	42	45	47	55		269
<i>James H. Bean School</i>								
Teacher	PreK	K	1	2	3	4	5	Totals
Teacher 1	28	16	17	14	21	19	13	Staff = 20
Teacher 2		16	16	16	21	19	15	
Teacher 3		17	16	15	20	19	14	
Teacher 4				14				
Totals	28	49	49	59	62	57	42	346
<i>Williams Elementary School</i>								
Teacher	PreK	K	1	2	3	4	5	Totals
Teacher 1					18	20	19	Staff = 13
Teacher 2					17	21	19	
Teacher 3					18	20	19	
Teacher 4					18	20	19	
Teacher 5			1			1	4	
Totals			1		71	82	80	234
			<i>China Middle School</i>		<i>Messalonskee Middle School</i>			
Grade			# Staff			# Staff		
5		59	3					
6		49	3			173	8	
7		58	3			222	10	
8		46	3			196	9	
Specialists			7.1				18.67	
Totals		212	19.1			591	45.67	
			<i>Messalonskee High School</i>		<i>Tuitions High School Students</i>			
9		195			Erskine Academy	215		
10		188			Other Schools	38		
11		212			Total	253		
12		220						
Totals		815						

Unit Total

3257

* Pre-K wait list of 16 at Atwood and 7 at Belgrade

RSU 18 Mission Statement

*Engaging Students – Strengthening
Communities – Creating Global Leaders*

RSU 18 Shared Vision Draft

RSU 18 is a community where...

All students are prepared to succeed in society by demonstrating mastery of a common set of rigorous standards. Parents, educators, business leaders, and community members are cooperative partners to help guide learning.

All students are creative problem solvers, critical thinkers, self-directed learners, effective communicators, collaborative workers, environmental stewards, and productive, healthy citizens. Students have a voice in their education and share in the development of individual learning plans guided by a dedicated and passionate staff.

All students engage in creative and innovative learning strategies. They use technology and other tools to connect to the world outside the classroom.

Students pursue multiple pathways inside and outside the classroom to achieve their learning goals. Learning takes place without boundaries of time and space.

All students are successful leaders and contributors to their community, nation, and world.

RSU 18 Core Values & Beliefs

LEARNER-CENTERED EDUCATIONAL SYSTEM

- We believe that clear and measurable standards should exist for all students and that our curriculum, instruction, assessment, and professional development should align with these educational standards.
- We believe that a standards-based system should measure each student against this set of clear expectations.

FLEXIBLE LEARNING SCHEDULES

- We believe that school schedules should be flexible, allowing all students to learn without boundaries of time or space.

INDIVIDUALIZATION

- We value a wide variety of personalized educational opportunities for all students. These include using individual learning plans, multiple pathways, flexible grouping, and standards-based programming.
- We believe students should be grouped by proficiency levels rather than by age/grade levels.

TECHNOLOGY LEADER

- We value students and staff using cutting-edge technology effectively to enhance their learning experience.

PREPARATION FOR REAL WORLD

- We believe that RSU No. 18 should prepare all students with the 21st Century skills necessary to be productive citizens in our global society.

HEALTH AND WELLNESS: WHOLE CHILD

- We believe that health, wellness, and safety are essential components of a student's complete educational experience.
- We believe that a RSU No. 18 education should include the values of rigorous and relevant academics, a healthy lifestyle, good citizenship, and ethical and moral behavior.

TEACHER – STUDENT RELATIONSHIP

- We value students and staff working together as collaborators within a student-centered learning environment.

COMMUNITY/EDUCATION PARTNERSHIPS

- We believe that schools and businesses should work together to offer mentoring, job shadowing, and business apprenticeships, and that these types of experiences should become a regular part of the students' educational experiences.
- We believe that this type of community collaboration will provide students with relevant, real-world applications for their learning.