

**REGIONAL SCHOOL UNIT NO. 18**  
**BOARD OF DIRECTORS**  
**MAY 19, 2010**  
**MINUTES**

Chair Laura Tracy called the meeting of the Board of Directors to order at 7:05 p.m. in the cafeteria at Mid-Maine Technical Center in Waterville. Directors Donna Doucette, Elwood Ellis, Doreen Leighton, Kerri Oliver, Rebecca Seel, and Laura Tracy were present. Directors Lawrence Brown, Glen Davis, Lora Downing and Deanne Pizzo were absent. A quorum was declared. Also present at all or parts of the meeting were Gwen Bacon, Irene Belanger, Lois Bowden, Dan Bowers, Carol Browne, Paula Callan, Linda Click, Monique Gilbert, Catherine Gordon, Kathy Harris-Smedberg, Mark Hatch, Linda Laughlin, Todd Leighton, Jennifer McGee, Cheryl Mercier, Jonathan Moody, Mark Powers, Nancy Reynolds and Gary N. Smith.

Mark Powers, Director of the Mid-Maine Technical Center (MMTC), thanked Board members for coming to Mid-Maine Technical Center for their meeting. He reviewed the MMTC student national and state certifications for the 2009-10 school year. MMTC offers 51 certifications. For the 2009-10 school year, 654 students were tested (83.5% eligible tested), with 467 students receiving certification (81.2% of the students tested being certified). In comparison to the 2008-09 school year, 621 students were tested (78% eligible tested), with 512 students receiving certification (76% of the students tested being certified). Total cost to MMTC to provide for 51 program certifications to students is \$10,415.

Mr. Powers also reviewed the MMTC 2009-10 list of dual college credits. There are 138 students who will earn 572 college credits for the 2009-10 school year, five more students and 52 more credits than last year. The cost for MMTC students taking college courses is \$422 per course. Students need to obtain a grade of 86 to remain in the program.

Mr. Powers took Board members and members of the audience on a tour of MMTC. MMTC began a renovation project last summer before school closed. The renovation includes a new kitchen, office space, CAD tech area, café and staff room. The digital graphics and medical careers programs are in the process of being moved within the building. All programs will now be in one area, with the exception of the early childhood education program. Staff members from all four sending districts may have their children attend day care at MMTC.

Tour: 7:12 – 7:30 p.m.

There were no delegations to be heard.

Ellis/Doucette            The minutes of the May 5, 2010 meeting be approved as printed.  
Motion carried unanimously.

The Superintendent's Report was updated. The District did submit a Memorandum of Understanding (MOU) for participation in the Maine Race to the Top Program. The MOU is an agreement and articulation of the specific roles and responsibilities of the State and participating school units in the implementation of an approved Race to the Top grant.

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Google held a contest entitled, "Doodle 4 Google," a competition that was open to all students in U.S. schools from kindergarten through grade 12. Teachers were allowed to submit doodles on behalf of their students in the following brackets: grades K-3, grades 4-6, grades 7-9 and grades 10-12. There were 400 state finalists chosen from 33,000 entries from across the U.S., two of whom are from RSU 18. Gabrielle Elkin of the James H. Bean School won for her entry, "Recycle the World," and Shelby Caret of Messalonskee High School won for her entry entitled, "Travel the World".

Under way is work on the next steps in the strategic planning process. The vision statement writing team has met, and that process should be completed soon. On May 7 Superintendent Smith attended the 19<sup>th</sup> Annual Superintendents' Seminar sponsored by DrummondWoodsum, focusing on school legal issues. This was a complimentary workshop offered to DrummondWoodsum's school clients. A packet of information related to school law was distributed to participants, a copy of which will be provided to the Board.

Superintendent Smith met with Carl Gartley, Principal of China Middle School and China Primary School, and members of the support staff in China to discuss options regarding staff reductions at the China schools. As a result of some of the changes that are taking place, it appears that the District will be able to reassign staff as opposed to completing a reduction in force.

As students and staff are preparing for graduation at Messalonskee High School, discussions have occurred with the senior class regarding proper etiquette at the graduation ceremony. There have been student-led discussion groups with their peers. Feedback has been positive. A significant amount of work is occurring in terms of class sizes and scheduling. Today a meeting was held with members of the Messalonskee Transportation Association regarding combining the two contract agreements. A proposal will be presented to the Board for consideration at the June 2, 2010 meeting.

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

Donna Doucette provided a report of the Mid-Maine Technical Center Governance Board meeting held on May 10, 2010. She noted that she has been on the MMTC Governance Board for 12 years, and that the MMTC is very successful because of Mark Powers, Director, noting that he is very dedicated. Governance Board members discussed the 2010-11 MMTC budget. Also reviewed were the program certifications. Messalonskee High School currently has 138 students enrolled at MMTC (56 morning students and 82 afternoon students), the highest enrollment to date, and the highest of all other sending schools. The MMTC Student Recognition Night will be held on May 27 at 7:00 p.m. at Waterville Senior High School.

Donna Doucette provided a report of the Extracurricular Activities Committee meeting held on May 10, 2010. Committee members are still working on Policy File: IGDK, Eligibility Requirements for Participation in Interscholastic Activities.

Superintendent Smith provided a report of the May 12, 2010 Cost Sharing Committee meeting. Three years ago the MDOE had set aside a reorganization fund to work with schools on consolidation. Those funds have now been depleted, and that service with the MDOE ended with the May 12 meeting. There are three main components of school funding: state contribution, local mill required contribution and additional local funds (ALF). The ALF is the only component for which the Cost Sharing Committee may come up with an alternative cost sharing formula. That number in this year's budget is less than 5% of the budget in terms of revenues. This cost sharing model keeps FY 10 and FY 11 valuation data from 2007 and October 1 enrollment data fixed to the 2008-09 funding year. The base year is 2008-09 with a fixed percentage. It takes the current year and looks at a 75% valuation and 25% student count split. In the consolidation plan the ALF allocation for towns is based on a fixed percent for years 1 through 3. In years 4 through 6 the plan is to transition from 75% valuation/ 25% count. The Committee is making good progress.

Superintendent Smith provided a report of the District Budget Meeting held on May 13, 2010. The budget was passed. Board members provided suggestions as to how the process may be improved for next year, including introduction of Board members, providing copies of the articles/ explanation to the audience, providing enrollment/ class size information, and providing information as to how much of the appropriated budget has been spent. .

Superintendent Smith apprised the Board of the following resignations.

- Miranda Babson, technology teacher, China Schools, effective at the close of the school year
- Beverly Howard, nutrition worker, China Primary School, effective at the close of the school year
- Deb Lajoie, data analyst, District, effective May 21, 2010
- Joyce Smith, English, Messalonskee High School, effective at the close of the school year

The Board reviewed a request from Theresa Violette, a grade 1 teacher at Belgrade Central School, for a sabbatical leave for the 2010-11 school year, and a request from Rena Dodge, a grade 1 teacher at the James H. Bean School, for a one-year leave of absence for the 2010-11 school year.

Oliver/Leighton The request from Theresa Violette, a grade 1 teacher at Belgrade Central School, for a sabbatical leave for the 2010-11 school year, and the request from Rena Dodge, a grade 1 teacher at the James H. Bean School, for a one-year leave of absence for the 2010-11 school year be approved as presented.

Motion carried unanimously.

Superintendent Smith explained the need to have the Board endorse the filing of various federal and state grant applications throughout the year.

Ellis/Doucette            The Board authorizes the administration to file applications for various federal and state grant programs throughout the 2010-11 school year.

Motion carried unanimously.

Linda Laughlin reviewed with the Board the projected enrollment figures for the 2010-11 school year. Kindergarten registrations have occurred within the District schools. This year the enrollment study is being reviewed in terms of what may be anticipated and what the District currently has for enrollments. At this time of year there is movement, and adjustments may need to be made later in the summer in terms of additional classes at certain grade levels. On May 5 the Board was provided with the enrollment numbers for Messalonskee High School. With recent retirements and resignations, there may be opportunity to reallocate resources at the elementary level where class sizes may increase. The kindergarten class sizes at Atwood Primary School, Belgrade Central School, and China Primary School are being watched closely. With respect to the enrollment study, there are currently 57 students registered for kindergarten at the Atwood Primary School, but the enrollment study shows a projected enrollment of 70 students. As the current enrollment figure is low compared to the study, an additional kindergarten screening session will be held.

Superintendent Smith provided for the Board an update regarding the Jobs for Maine's Graduates (JMG) Program. The District currently has programs at China Middle School and Messalonskee High School. The administration is working with Elaine Miller of JMG, and the District has applied for a grant, which is pending. If the District is successful in receiving the grant, then a program will be implemented at Messalonskee Middle School, sometime after the start of the school year.

Carl Gartley, Principal for China Middle School (CMS), noted that the JMG program at CMS is a year-long program, five days a week for one period for a certain population of the students. Entry into the program requires a recommendation from a teacher, parent or student. Hauns Bassett, JMG teacher at CMS, is doing a phenomenal job with the students. Many of the students enrolled in the program had attendance issues, and they have indicated that they like the program, how it works, how it benefits them, and that the program is the only reason they come to school.

Lois Bowden, Assistant Principal for China Middle School, noted that Mr. Bassett checks in with the students as they transition as freshmen. They complete a lot of community service projects. This year the program services all three grades at CMS (6, 7 and 8), but traditionally it has serviced only students in grades 7 and 8.

Linda Laughlin, Assistant Superintendent, provided the Board with an update regarding flu clinics for the 2010-11 school year. She met with Alison Webb of MaineGeneral today, and MaineGeneral is offering services for 2010-11. MaineGeneral has data that shows lower ICU, emergency room and general admissions this winter, and they attribute that to the flu clinics which were held last year. MaineGeneral is again partnering with schools to get the student

population vaccinated again this year. The tentative plan is for six clinics in the fall, within eight school buildings.

The biggest challenge will be in the month of October when there is a great amount of state testing occurring. The difference this year is that there will only be one vaccine, which is a combination of flu and H1N1. The recommendation for the Board would be to approve the clinics for the upcoming school year. All services will be performed by MaineGeneral staff, with the exception of one person for clerical administration, the school nurses being engaged when clinics are held in their respective buildings, and administrators obtaining volunteers to help with movement of the children.

Ellis/Doucette           The administration be authorized to partner with MaineGeneral to host flu clinics for the students of RSU 18 as described above for the 2010-11 school year.

Motion carried unanimously.

Superintendent Smith reviewed with the Board the process for applying for Qualified School Construction Bonds (QSCB) and Qualified Zone Academy Bonds (QZAB). Earlier this year the Board authorized the administration to submit applications for potential work at Williams Elementary School, the turnaround at Messalonskee Middle School and the bus loop at Messalonskee High School. The application deadline for QSCB and QZAB programs has been extended to May 31, 2010. If the Board would be willing, the administration would recommend submitting applications for traffic flow redesign at Belgrade Central School and renovations at Messalonskee High School, including conversion of two rooms in the science wing from classroom space to wet labs, a small change to the cafeteria space for better acoustics, and the complete restoration of the entryway to the High School. If the District submits applications and is successful in obtaining the bonds, it has the option of choosing whether or not to move forward with the projects. Previous applications submitted for site renovations at Messalonskee High School, Messalonskee Middle School and Williams Elementary School; Williams Elementary School renovations; and energy projects at Messalonskee High School, Messalonskee Middle School, Williams Elementary School, James H. Bean School, Belgrade Central School and Central Office were all approved.

Superintendent Smith noted that the Qualified Zone Academy Bond (QZAB) Program is a tax credit bond program that provides low cost loans to school units meeting certain rural and poverty characteristics. The QZAB Program would require school units to use local money and obtain a 10% matching grant from a private entity.

Oliver/Leighton       The administration be authorized to submit Qualified School Construction Bond (QSCB) applications for traffic flow redesign at Belgrade Central School and renovations at Messalonskee High School, including conversion of two rooms in the science wing from classroom space to wet labs, a small change to the cafeteria space for better acoustics, and the complete restoration of the entryway to the High School, with the understanding that if the District is successful in obtaining the bonds, it has the option of choosing whether or not to move forward with the projects.

Motion carried unanimously.

Superintendent Smith reviewed with the Board the process for applying for School Revolving Renovation Funds (SRRF) through the Maine Department of Education. The SRRF will be able to provide approximately \$10,000,000 in loans, with a portion of each loan considered a grant and being forgiven, and the remaining portion being paid back over 5 or 10 years at 0% interest. The projects for which the District would submit applications would be replacement of the septic system at the James H. Bean School, a secondary egress for emergency vehicle access to China Primary School, and a traffic flow plan for Belgrade Central School. All would be potential Priority One projects. Priority One projects include indoor air quality improvement, roof repair or replacement, asbestos abatement, ADA compliance and other health, safety and compliance renovations.

Oliver/Leighton        The administration be authorized to submit applications for School Revolving Renovation Funds (SRRF) through the Maine Department of Education for the replacement of the septic system at the James H. Bean School, a secondary egress for emergency vehicle access to China Primary School, and a traffic flow plan for Belgrade Central School.

Motion carried unanimously.

Superintendent Smith provided the Board with a status update regarding the Atwood School closure cost savings work. On April 14 the Board authorized the administration to submit a request for a cost savings analysis to the State, get the analysis validated, and report back to the Board. However, in speaking with financial and facility representatives at the State level, both groups indicated that since the possible closure of the School is tied to an elementary school construction project, no vote to close the School is required, and no cost savings estimate is needed. Superintendent Smith then asked DrummondWoodsum, the District's legal counsel, to review the process regarding the steps required for closing a school. Robert Nadeau of DrummondWoodsum provided a summary in a letter, which was distributed to Board members. The legal opinion is that the school construction project will require voter approval at referendum. A separate referendum article should be included on the school construction warrant in the Town of Oakland to approve closure of the Atwood School. All RSU towns would approve the school construction project, while only the citizens of Oakland would vote on the Atwood School closure. The cost figures used in the calculation of the additional cost of keeping the school open must be based on the most recent year the school is operating. The Department would also require that the RSU submit audited financial statements for FY 2010. Typically the school unit audit does not happen until the fall, so the District would need to work with the auditors. If the Oakland voters chose not to close the School, then the cost savings estimate would be assessed to the Town of Oakland for that year, but the following year would be assessed to the District. Then the Board would again have the option to consider closing the school. The recommendation would be to plan a Board review and decision regarding the Atwood School closure, the addition to Williams Elementary School, and the 5<sup>th</sup> grade move to Messalonskee Middle School on June 23. The reason is that, even though a vote would not necessarily occur until November, there would be significant planning time in order to be ready for the fall of 2011. However, not obtaining approval until November would shorten the window for design, construction, etc.

Doucette/Oliver        The meeting be adjourned.

Motion carried unanimously.  
Time: 8:46 p.m.

Respectfully submitted,

Gary N. Smith  
Superintendent of Schools

### **MEETINGS**

**Thursday, May 20, 2010** – District Budget Validation Referendum – 12:00 p.m. to 8:00 p.m. – District Towns

**Tuesday, May 25, 2010** – Messalonskee High School Band and Chorus Concert – 7:00 p.m. – J. Duke Albanese Performing Arts Center – Messalonskee High School

**Wednesday, May 26, 2010** – Adult Education Graduation – 7:00 p.m. – Waterville Senior High School

**Thursday, May 27, 2010** – Cost Sharing Committee – 6:30 p.m. – Central Office

**Thursday, May 27, 2010** – District 5 Chorus Concert – 7:00 p.m. – J. Duke Albanese Performing Arts Center – Messalonskee High School

**Thursday, May 27, 2010** – Mid-Maine Technical Center Recognition Night – 7:00 p.m. – Waterville Senior High School

**Tuesday, June 1, 2010** – Messalonskee Middle School Grade 6 Chorus and Beginning Band Concert – 7:00 p.m. – J. Duke Albanese Performing Arts Center – Messalonskee High School

**Wednesday, June 2, 2010** – China Primary School Grades K-2 Concert – 1:00 p.m. – China Primary School

**Wednesday, June 2, 2010** – Regular Board Meeting – 7:00 p.m. – Williams Elementary School

**Thursday, June 3, 2010** – Regional School Unit No. 18 1<sup>st</sup> Annual End-of-Year Staff Celebration – 5:30 p.m. – Waterville Elks' Banquet and Conference Center

**Thursday, June 3, 2010** – Messalonskee Middle School Concert Band and Grades 7-8 Chorus Concert – J. Duke Albanese Performing Arts Center – Messalonskee High School

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**Friday, June 4, 2010** – Central Maine Learning Center Graduation – 11:00 a.m. – Central Maine Learning Center

**Sunday, June 6, 2010** – Baccalaureate – 2:00 p.m. – Messalonskee High School

**Monday, June 7, 2010** – Educational Programming Committee – 6:00 p.m. – Central Office

**Tuesday, June 8, 2010** – Negotiations Session – 4:30 p.m. – Central Office

**Wednesday, June 9, 2010** – China Primary School Grades 3-4 Concert – 1:00 p.m. – China Primary School

**Thursday, June 10, 2010** – Messalonskee High School Graduation – 7:00 p.m. – Augusta Civic Center

**Thursday, June 10, 2010** – China Middle School Recognition Night – 6:30 p.m. – China Lakes Conference Center

**Friday, June 11, 2010** – Messalonskee Middle School Recognition Night – 6:00 p.m. – Messalonskee High School

**Wednesday, June 23, 2010** – Regular Board Meeting – 7:00 p.m. – Messalonskee Middle School