

Minutes

RSU 26 Board of Directors Meeting
Orono Town Council Chambers
Tuesday, August 22, 2017, at 6:00 p.m.

- x Brian McGill, chairperson
- x Jacob Eckert, vice-chair
- x Mark Brewer
- Michelle Smith *attended via Google Hangout*
- x Erin Ellis
- x Becca Gallandt, Student Advisor
- x Ben Allen-Rahill, Student Advisor

1. Opening

- A. Call to Order - *The meeting was called to order at 6:04 p.m.*
 - i. Michelle Smith attended the meeting via Google Hangout but did not exercise voting privileges.
- B. Pledge of Allegiance
- C. Agenda Adjustments
 - i. Add Facilities Report as Presentations 6.D.
 - ii. Add Discussion of Board Newsletter as 7.D.
 - iii. Add Resignations as Action item 8.A.i.
 - iv. Approval of OT Vendor – Action item 8.G.
 - v. Approval of OT Contract – Action item 8.H.
 - vi. Approval of Stipend for International Program Asst. – Action item 8.I.
 - vii. Add Executive Session 11.B – Discuss Collective Bargaining Agreement MOU Article 18.B. Discretionary Leave
 - viii. Drop item 7.C. *Athletic Game Worker Payment Schedule Change*

Motion: Brian McGill moved to approve the agenda adjustments as presented and Erin Ellis seconded the motion. Vote 4-0

2. Consideration of the Minutes

- A. July 25, 2017

Motion: Brian McGill moved to accept the July 25th minutes as presented and Erin Ellis seconded the motion. Vote 4-0

3. Approval of Warrants

- A. Payrolls – 3,4

- B. Warrants – 27B, 27C, 2, 3, July ME Pers
- C. ME Pers - July

Motion: Brian McGill moved to approve the warrants as presented and Erin Ellis seconded the motion. Vote 4-0

4. Acknowledgements

- Potluck at Asa 2nd weekend of school
- Thanks to Sean for setting up long distance communication.
- Hard work staff is putting in for the beginning of the year. Teachers who aren't working on contract for all the hard work
- Supt. Higgins notified the board that OMS Principal Heath Kennie was excused from the meeting due to a family emergency.

5. Public Comment - none

6. Presentations

A. Superintendent Report

- Ms. Higgins updated the board on recent resignations and hiring.
- 22 new employees will be attending New Staff Orientation.
- Staff is returning on Monday where they will be meeting as a whole group in the morning and the other half with principals.

B. Principal Reports - *reports attached*

C. Student Advisor Report - none

D. Facilities Report Facilities – *Brent Fournier, Director of Facilities and Maintenance* - Mr. Fournier thanked the custodians for their work as they are wrapping things up before the start of school. He updated the board on the following topic:

- i. Projects done with monies from last year with reallocated funds
 1. Football bleachers – additional
 2. New windows in east wing of HS – 1st floor done, 2nd floor being completed.
 3. Lighting
 4. Curtain
 5. Roof over main office – leaks- replaced
 6. Breezeway project – due to safety issues, monies put into repairing the roof. Leave rest as-is. Sprinkler issue remains. If breezeway were taken down, a security issue is created as doors would be left unlocked so kids could go to and from class. Leaving the breezeway allows the area to stay secure.

Still in code violation. Hope to address it in the coming facilities study.

7. Back parking lot culverts which were sunken are repaired
8. New shelving added to kitchen in high school
9. Additional shelving in Asa kitchen
10. Library office area, 5th grade wing project
11. OMS asbestos abatement removal of tiles
12. OMS tiles replaced
13. OHS tiles in the kitchen
14. Bad potholes in rear parking lot have been fixed.

7. Discussion Items

A. Facilities Study RFPs

- i. Four proposals were received and reviewed by Supt. Higgins and Mr. Fournier. Interviews will be set up to meet with each firm.
- ii. Interview committee members: Brian McGill and Erin Ellis (tentatively) board members; Brent Fournier, Dir. of Facilities; Meredith Higgins, Supt.; Reg Ruhlin, OHS Principal; Lisa Erhardt and Gerry Martin, REA representatives; and one community member. Interviews will be held on Tuesday, Sept. 5th. The goal is to bring a recommendation to the Sept. 5th meeting.
- iii. Selection process:
 1. Ms. Higgins shared with the board that the State highly recommended to remove cost from review & selection.
 2. After selecting a firm, enter negotiations to decide on a cost. If unsuccessful, choose a different firm.
 3. Will need to come back to the board with a final contract that would need to be approved. Threshold of \$50,000 – above / below
 4. This is a committee only for selection purposes. A full committee will be created for the next step in the process.
 - a. Next logical step after selecting a vendor- have a workshop? To discuss and develop a timeline

B. Request to dispose of surplus inventory

- i. Special Education
 1. Used (Electric) Hoyer Lift with child's large sling - \$400 obo
 2. Used (Electric) Height Adjustable Changing table - \$400 obo
- ii. Asa Adams
 1. Obsolete televisions from the library

Discussion: The board discussed changing the threshold to \$500. This will need to go to the policy committee.

Motion: Brian McGill moved to authorize the disposal of surplus inventory as discussed and Erin Ellis seconded the motion. Vote: 4-0

~~C. Athletic Game Worker Payment Schedule Change~~

D. Board newsletter

Discussion: Brian McGill proposed having a board newsletter and queried the board as to their thoughts and suggestions.

- i. Suggested frequency of newsletter: 2-3 times a year; Fall, January, budget times.
- ii. Use as an opportunity to introduce board members to the community on a more personal basis.

8. Action Items

A. Staff Nominations & Resignations

i. Resignations

1. Marci Buschner - .5 ELL teacher

Motion: Brian McGill moved to accept Marci Buschner's resignation with regret, and Erin Ellis seconded the motion, also with regret. Vote: 4-0

ii. Staff Nominations - none

iii. Extra-curricular Nominations

1. Megan Norris, New Asst. Drama, OMS
2. Grant Meserve, Football coach, OMS
3. Jessica Archer, Newspaper (.50), OMS
4. Amy Hart, Newspaper (.50), OMS
5. Christy Boyd, Yearbook, OHS
6. Cathy Van Dolman, RTI Coordinator, OHS
7. Diana Smart, Asa Technology Leader
8. Deb White, Student Council, Asa
9. Aimee Nielsen, Sub Caller, Asa
10. Char Chasse, RTI Coord (.50), Asa
11. Lisa Erhardt, RTI Coord (.50), Asa
12. Lisa Erhardt, Principal Sub, Asa
13. Maddie Mellor, Governance, Asa

Motion: Brian McGill moved to approve the co-curricular nominations as presented, and Erin Ellis seconded the motion. Vote: 4-0

B. Approval of Revised Tax Assessment for FY18

Motion: Brian McGill read the following motion, "I move that the Amended Warrant for Assessment of Tax and the Amended Assessment Schedule and Notice of Installments for the Town of Orono prepared by the Treasurer for the fiscal year 2017-

2018 be approved and be issued in form presented to this meeting; and that the Treasurer be authorized and directed to deliver to the Town of Orono its Amended Warrant for Assessment of Tax and its Amended Assessment Schedule and Notice of Installments.” Erin Ellis seconded the motion. Vote: 4-0

C. Approval of PEPG Plan - Special Services Director, Sharon Brady presented the final PEPG plan to the board, asking for their approval.

Motion: Brian McGill moved to **approve the plan as presented** and Jake Eckert seconded the motion. Vote: 3-1

D. Approval of Emergency Response Plan

Motion: Brian McGill moved to **approve the plan as presented** and Jake Eckert seconded the motion. Vote: 4-0

E. Approval of amended SPRPCE Interlocal agreement

Motion: Brian McGill moved to **approve the agreement as presented** and Erin Ellis seconded the motion. Vote: 4-0

F. Approval of School Physician – Dr. Dianne Kallen

Discussion: The Board acknowledged Dr. Kallen’s continuous commitment to the school and are grateful for her services as the position is entirely voluntary.

Motion: Brian McGill moved to **approve the Dr. Kallen as the RSU 26 School Physician** and Erin Ellis seconded the motion. Vote: 4-0

G. Approval of SPED Occupational Therapist Vendor

Motion: Brian McGill moved to **approve the Occupational Therapist as presented** and Erin Ellis seconded the motion. Vote: 4-0

H. Approval of SPED Occupational Therapist Contract

I. Approval of Stipend for International Program Asst.

Discussion: Previous discussions agreed that international student enrollment must be greater than 9 in order to approve this new position for the coming year. As of the current date 10 or 11 students are enrolled in OHS.

Motion: Brian McGill moved to **approve the stipend position for the International Program assistant** and Erin Ellis seconded the motion. Vote: 4-0

9. Subcommittee Reports

- A. Policy Subcommittee - 1st Thurs of the month from 3:30-4:30 beginning October 5.
- B. United Technology Center - Meeting August 24th
- C. SPRPCE – *report attached*
- D. Curriculum Subcommittee - 2nd Thurs of the month, beginning in September.

10. Other Business - none

Public Comment – moved up from item 13 - *none*

11. Executive Sessions

- A. Goal setting for Supt. FY 17-18 -- *1 M.R.S.A. 405(6)(A) - Duties of officials/appointees/employees*

Motion: *Brian McGill moved to enter executive session per 1 M.R.S.A. 405(6)(A) - Duties of officials/appointees/employees and Jake Eckert seconded. Vote: 4-0*

The board entered executive session at 7:39 and returned at 8:55 pm.

- B. Discuss Collective Bargaining Agreement MOU Article 18.B. Discretionary Leave -- *1 M.R.S.A. 405(6)(D) – Labor contract meeting with RSU 26 School Board and Riverside Education Association*

Motion: *Brian McGill moved to enter executive session per 1 M.R.S.A. 405(6)(D) – Labor contract meeting with RSU 26 School Board and Riverside Education Association and Erin Ellis seconded the motion. Vote: 4-0*

The board entered executive session at 8:56 pm and returned at 9:13 pm.

12. Future Agenda Items

- A. Recommendation for RFP (Sept. 5th)
- B. MEA Comparisons (Sept. 5th)
- C. Tech Director presentation/update
- D. Change dollar threshold for policy DJH (disposition of property)

13. Public Comment - moved to directly after Other Business

14. Date, Time, and Location of Next Meetings

- A. September 5, 2017 at 6:00 p.m., Town Council Chambers
- B. September 19, 2017 at 6:00 p.m., Town Council Chambers

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15. Request for Information and Follow-up

16. Adjournment

Motion: Brian McGill moved to adjourn the meeting at 9:13 p.m. and Erin Ellis seconded the motion. Vote: 4-0

Meeting adjourned.

Respectfully submitted,
Meredith Higgins