

## Minutes

RSU 26 Board of Directors Meeting  
Orono High School Library  
Tuesday, January 9, 2018, at 6:00 p.m.

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

### 1. Opening

- A. Call to Order

Brian McGill called the meeting to order at 6:04 p.m.

- B. Pledge of Allegiance
- C. Agenda Adjustments
  - i. Remove item 8.D.i. – First Reading ACAA-A
  - ii. Remove item 8.A. – Staff Nominations
  - iii. Adjust and reverse order of 8.C.i. and 8.C.ii.

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

### 2. Consideration of the Minutes

- A. December 13, 2017

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

### 3. Approval of Warrants

- A. Warrants – 11, 12, 12CI, 13, 13CI
- B. Payroll – 12, 13, Maine PERS

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

### 4. Acknowledgments

- Brian McGill thanked those who helped to accommodate his absence by providing remote video communication, allowing him to maintain participation with board business.
- All of the winter concerts were “fabulous” and the performances were wonderfully showcased.
- Appreciations to Supt. Higgins and staff for smooth communication of school delays and cancellations. Drop-off was easy and traffic flowed well through the school campus.
- Supt. Higgins thanked staff and the Town for their work clearing snow and keeping up with the storm. She also thanked staff and families for their efforts getting to work and kids to school.

**5. Public Comment - none**

**6. Presentations**

A. Superintendent – Supt. Higgins updated the board on the interviews and the process from the past two days. It was a very fast-paced schedule in which a lot of ground was covered. Feedback from staff revealed that Alan and Lyndon were very easy to share ideas with and those who participated appreciated being heard as they shared their own concerns with the facility.

i. Employee Updates –

1. Sabbatical - Chris Luthin is taking sabbatical this next semester and Amanda Johnston has been hired to be the long-term sub in his stead. She is already on staff with the English department as an Ed Tech so this will help make it a seamless transition.
2. Resignation – Megan Norris, OMS Admin Asst. resigned from her position.

Motion: Brian McGill moved to **enter executive session at 6:36 p.m. under 1 MRSA § 506(A)** to discuss the matter and Jake Eckert seconded the motion. Vote: 4-0

The board came out of executive session at 6:45 p.m. and resumed the meeting. No formal vote taken in acceptance of the resignation, as none was required.

ii. Budget – Staff are working on budgets. Big-impact numbers will be presented for the February 8 board meeting, specific numbers being ready for presentation at the end of February.

B. Principals - Principals Ruhlin, Fournier, and Kennie presented their reports to the board.

i. Of particular notice, Principal Fournier highlighted 2<sup>nd</sup> grade teacher Kim Oldenburgh and her collaboration with poet and blogger Amy Ludwig Vanderwater. Using poems and work from former students in RSU 26, these students' poems have been showcased in several publications as resources for teachers.

C. Student Advisors – The sports teams have had a successful season so far; Winter Carnival is coming up soon; there are two new classes being offered this semester – Music Theory and Music Writing; Ukulele Coffeehouse is January 16; and there were student concerns regarding pathway access through the athletic fields after the recent snowstorm.

D. Facilities Update – Alan, Cuniholm, Principal Architect, PDT

PDT Architects, Alan Kuniholm and Lyndon Keck, spent the last couple days interviewing staff and community to gather input regarding needs within the school. This will be an ongoing process, continuing through the spring and culminating with a community workshop in the spring. Engineers with PDT studied the facility onsite and identified several critical repairs, some of which included major structural, mechanical and electrical repairs as well as identifying several areas in need of being upgraded to meet current ADA requirements. A cost analysis is being calculated to address the most urgent needs. The firm is also looking at current and emerging educational programs and trends in an effort to anticipate the most efficient use of space. There will be a community forum in February to gather more input from parents and citizens. The firm expects to complete the study in June 2018.

**7. Discussion Items**

A. Board FY19 Budget priorities

There was a brief discussion between the board and admin to discuss budget priorities. Due to the encompassing nature of the facilities study, Brian McGill advised delaying any big project decisions until PDT shares a master plan, focusing instead on educational priorities.

- i. Of particular notice,
  1. Recent growth of enrollment in certain classes and coupled with that of current teacher configurations in the middle school, staffing has become an issue;
  2. Current network infrastructure at Asa Adams is severely lacking and does not support testing.

**8. Action Items**

A. **Staff Nomination**

- i. Co-Curricular nominations

B. **Employee request for extended leave**

Discussion: Molly Dalton has requested an extension of leave from February 14 through the end of the school year. She intends to return in the fall.

Motion: Brian McGill moved to **enter executive session per 1 MRSA § 506(A)** at 7:21 p.m. and Erin Ellis seconded the motion. Vote: 4-0

The board came out of executive session at 7:24 p.m.

Motion: Brian McGill moved to **approve the request for extended leave of absence** and Erin Ellis seconded the motion. Vote: 4-0

C. **Recommendations from audit for approval of:**

- i. Write off Food Service uncollectable lunch account debt

Discussion: Request for the write off is due to carry-over of unpaid charges for students who are either no longer within the system, or due to a change in student FRL status.

Motion: Brian McGill moved to **approve the authorization of funds to write off Food Service uncollectable lunch account debt in the amount of \$3292.87 as of August 2017.** Erin Ellis seconded the motion. Vote: 4-0

- ii. Food service fund balance deficit transfer

Discussion: This amount includes the write-off balance of uncollectable lunch account debt as well as other deficits that have accumulated over previous years.

Motion: Brian McGill moved to **approve the authorization of funds to offset Food Service funds balance deficit from undesignated fund balance up to \$14,430.87,** and Erin Ellis seconded the motion. Vote: 4-0

- iii. Designate \$15,000 for Asa Adams capital improvement from FY 17 to FY 18 budget

Discussion: Funding is designated for reconfiguration of rooms at Asa Adams.

Motion: Brian McGill moved to **approve the designation of \$15,000 for Asa Adams capital improvement from FY 17 to FY 18 budget.** Seconded by Erin Ellis. Vote: 4-0

**D. Policies**

Revisions

*i. First Reading*

~~1. AACA A: Transgender Student Guidelines~~

*(Due to weather and school cancellations, this policy has not gone through the policy subcommittee. The board will resume discussion on this policy at the January 30 board meeting.)*

*ii. Second Reading*

1. KF: Community Use of School Facilities

Discussion: Policy KF has been restructured to reflect corrections in speech and consistent language in line with current law. Stronger language has been added regarding certificates of liability insurance.

Motion: Brian McGill moved to adopt policy KF as presented, and Erin Ellis seconded the motion. Vote: 4-0

*(Mark Brewer reasserted that he does not want these changes to affect priority group 4 and would be very unhappy if this changes their ability to access to use the facilities. Brian McGill clarified that this policy change will affect larger groups and does not change access for most groups.)*

E. E-Rate Cat 2 Network Project Vendor Selection

Discussion: This motion would authorize IT Director, Sean Malone, to secure 50% in matching funds in the amount of \$60,000 for network/infrastructure upgrades. Funding from E-Rate will be closing at the end of March. The vendor has committed to staying under 60K. This contract will also allow the district a refresh/reboot update in five years.

Motion: Brian McGill moved to authorize the Superintendent and IT Director to negotiate a contract with the vendor (ENA) to be brought back to the board for final approval. Jake Eckert seconded the motion. Vote: 4-0

**9. Subcommittee Reports**

- A. Policy – the next meeting is January 18<sup>th</sup> and will review ACAA-A as well as a policy lineup for the spring.
- B. United Technology Center – Upcoming meeting this Thursday, January 11.
- C. SPRPCE - none
- D. Curriculum – December work focused on Habits of Mind, assessment of goals and communication with parents. February 7<sup>th</sup> is an early release day and will begin working on the list of vertical priorities. More time will be spent on work habits and evaluations during the coming months.
- E. Facilities – Community Facilities forum will be taking place February 28<sup>th</sup>.

**10. Other Business**

**11. Future Agenda Items**

- A. An informal workshop will be held on RSU 26 data on January 30.
- B. Audit Presentation (Jan. 30)
- C. NESDEC Presentation (Jan. 30)

**12. Public Comment**

**13. Date, Time, and Location of Next Meetings**

- A. January 30, 2018 at 6:00 p.m., Orono Town Council Chambers

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B. February 6, 2018 at 6:00 p.m., Orono Town Council Chambers

**14. Request for Information and Follow-up**

**15. Adjournment**

Motion: Brian McGill moved to adjourn the meeting at 7:47 p.m., and Erin Ellis seconded the motion. Vote: 4-0

Meeting adjourned.

Respectfully submitted,  
Meredith Higgins