

### Minutes

RSU #26 Board of Directors Meeting  
Orono Town Council Chambers  
Tuesday, March 27, 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 Student Advisor
- x Student Advisor

#### 1. Opening

##### A. Call to Order

Brian McGill called the meeting to order at 6:01 p.m.

##### B. Pledge of Allegiance

##### C. Agenda Adjustments

- i. Move item 1.F. "Recognition of Student Advisors" to 1.D.
- ii. Add Action item 8.F. as "Board schedule change"

Motion: Brian McGill moved to **approve the agenda adjustments** and Jake Eckert seconded the motion. Vote: 4-0

##### D. Recognition of Student Advisors

Brian McGill thanked the student advisors Becca Gallandt and Ben Allan-Rahill for their committed work, substantive input and dedication. The board valued their participation and hoped it was as beneficial to them as well as to the district. The board recognized the students with a certificate and a small gift.

Becca and Ben both thanked the board for the opportunity to serve as it has given them a great learning experience. Student advisors were dismissed.

After a process of soliciting students to apply for the open student positions, Meredith Higgins introduced and welcomed Eli McGill to the board as one of the newest student advisors. *Brian McGill recused himself.*

Eli expressed his looking forward to this position and looking forward to bringing student's voices to the board. He was dismissed.

##### E. Election of Board Officers

###### i. Chair

Motion: Mark Brewer moved to **nominate Brian McGill as chair of the board of directors**, and Jake Eckert seconded. Vote: 3-0-1 Brian McGill abstained

###### ii. Vice-Chair

Motion: Brian McGill moved to **nominate Jake Eckert as vice-chair to the board of directors**, and Mark Brewer seconded. 3-0-1 Jake Eckert abstained.

##### F. Board Subcommittee Representatives

- i. **UTC** - Erin Ellis volunteered to continue serving as board representative to UTC.

Motion: Brian McGill moved to **nominate Erin Ellis as representative for UTC**, and Mark Brewer seconded the motion. Vote: 3-0-1 Erin Ellis abstained.

- ii. **SPRPCE** - Jake Eckert volunteered to continue serving as board representative for SPRPCE.

Motion: Brian McGill moved to **nominate Jake Eckert as representative to SPRPCE**, and Mark Brewer seconded the motion. Vote: 3-0-1 Jake Eckert abstained.

- iii. **JPDC** - Jake Eckert and Brian McGill volunteered to continue serving as representatives.

Motion: Mark Brewer moved to **nominate Jake Eckert and Brian McGill as representatives to JPDC**, and Erin Ellis seconded the motion. Vote: 4-0

- iv. **Curriculum Subcommittee** - Michelle Smith and Mark Brewer volunteered to continue serving on the subcommittee.

Motion: Brian McGill moved to **nominate Michelle Smith and Mark Brewer as representatives to the Curriculum Subcommittee**. Erin Ellis seconded the motion. Vote: 3-0-1 Mark Brewer abstained.

- v. **Policy Subcommittee** - Brian McGill and Mark Brewer volunteered to continue serving on the subcommittee.

Motion: Erin Ellis moved to **nominate Brian McGill and Mark Brewer as representatives to the Policy Subcommittee**. Jake Eckert seconded. Vote: 4-0

- vi. **Stipend Subcommittee** - Jake Eckert volunteered to continue serving on the committee unless someone else wanted to serve. Erin Ellis volunteered to serve.

Motion: Jake Eckert moved to **nominate Erin Ellis as representative to the Stipend Committee** and Brian McGill seconded the motion. Vote: 3-0-1 Erin Ellis abstained.

- vii. **Wellness Team** - Michelle Smith volunteered to continue serving on the committee.

Motion: Brian McGill moved to **nominate Michelle Smith as representative to the Wellness Team**, and Jake Eckert seconded the motion. Vote: 4-0

- viii. **Facilities Team** - Erin Ellis and Brian McGill volunteered to serve.

Motion: Mark Brewer moved to **nominate Erin Ellis and Brian McGill to the Facilities Team**, and Jake Eckert seconded the motion. Vote: 4-0

## 2. Consideration of the Minutes

### A. February 27

Motion: Brian McGill moved to **approve the February 27 minutes**, and Jake Eckert seconded the motion. Vote: 4-0

### B. March 6

Motion: Brian McGill moved to **approve the March 6 minutes with change of wording for executive session as “in conjunction with the prevention of terrorist acts,”** and Jake Eckert seconded the motion. Vote: 4-0

## 3. Approval of Warrants

Motion: Brian McGill moved to **approve warrants 18, 19, 19ci and 19 payroll**. Erin Ellis seconded the motion. Vote: 4-0

#### 4. Acknowledgements

- Jake Eckert acknowledged the hard work put into the Asa Adams concert which was wonderful and the set was amazing!
- Erin Ellis acknowledged Asa Adams for doing a great job putting together a visit with Anne Nesbet as well as the OMS jazz band performance.
- Mark Brewer recognized the middle school show choir performances which were impressive. He also acknowledged all of the administrators for running a smooth Walkout last Wednesday.
- Supt. Higgins thanked Shana Goodall for covering the audio for tonight's board meeting as Sean Malone was absent.
  - Congratulations to the hockey team for winning the Class B State Championships
  - OMS & OHS chess teams won state championships
  - The NHS induction ceremony was held last week and was very well done. It was a really nice evening.
  - There have been many concerts over the past month;
    - All levels orchestra and all levels band concerts, in addition to the others previously mentioned.
    - Asa show choir - Recognition and thanks to Zivi Osher and Becci Tocci for their dedication to help make the Asa Show choir happen.
    - High school and middle school made it to the State Jazz band competition. This is the first time performing at the state level competition.
    - A group of teachers attended an ASCD conference in Boston this past weekend. Supt. Higgins acknowledged the following group of staff members for their dedication; Reg Ruhlin, Darcie Fournier, Heath Kenney, Jessica Archer, Danielle Pelletier, Shana Goodall, Allison Estes, Tammy Cyr and Megan Dreher.
    - In addition to acknowledging students, Supt. Higgins thanked the Orono PD for their support and for providing a safe environment for the Walkout.
    - Brian McGill acknowledged the One Act Play and the state performance where they received second place.

#### 5. Public Comment - none

#### 6. Presentations

##### A. Superintendent

Supt. Higgins updated the board on the following items:

##### i. Compliance visit by the Maine State Bureau of Labor

The school received a surprise compliance visit from the Maine State Bureau of Labor where received a glowing report which is a testament to our staff who were able to provide accurate information. The compliance officer encouraged the school district to apply for a SHAPE Certification which would help decrease liability insurance for the school. The following staff members were key in demonstrating that the district is in compliance with labor safety laws: Brent Fournier, Sue Bell, Ben Jacobson, Karen Martin, Todd Hillier (chem safety officer), custodians, food service staff and Anjela Gray Nicholas.

##### ii. Comprehensive Needs Assessment and SAU Consolidated Plan

Supt Higgins updated the board on work being done for the required state reporting of the Comprehensive Needs Assessment which is a short-term commitment wrapping up in June. As part of this assessment, a board member is needed as a representative on the team. Mark Brewer volunteered to be the board representative. No motion needed.

## 7. Discussion Items

### A. Budget Discussion FY18-19

The board continued discussion of budget priorities.

## 8. Action Items

### A. Staff Resignations & Nominations

#### i. Resignation

Nancy Connor, Chapter 104 plans to retire, effective this year. Supt. Higgins recognized Ms. Connor's enormous contribution to the program and she will be greatly missed. The board regretfully acknowledged her resignation and wished her well. No motion needed.

### B. Approval of School Calendar FY18-19

Discussion: A draft version of the school calendar was presented to the board for review, however, alignment with UTC's calendar needs to be verified before the board can officially approve the FY 18-19 calendar. Supt Higgins thanked Shana for her great work on the new black and white format. The only change other than formatting is moving the May early release day to May 22. The 15th was problematic because it fell in the middle of AP exam week. The calendar is set at the minimum window for seniors to go to school and still graduate on time. The schedule has been structured to allow the opportunity to repurpose a teacher's day if needed to make up a snow day.

### C. Indigenous People's Day

Discussion: There is no legal holiday in the contract and there is no official designation for the holiday known as "Columbus Day." Brian McGill suggested that the board should give guidance in order to maintain consistency across the board. Supt. Higgins reported back from speaking with town officials who indicated no complications have resulted in their change to Indigenous People's Day.

Motion: Brian McGill moved that **RSU 26 recognize the holiday as Indigenous People's Day**, and Erin Ellis seconded the motion. Vote: 4-0

### D. Approval of Job Descriptions

The following job descriptions were brought forward for board approval.

- i. Custodian
- ii. School Administrative Assistant
- iii. Food Service Worker
- iv. Ed Tech I, II, III

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

### E. Policies

#### i. Amendments

1. JRA - Student Education Records and Information

Discussion: The policy committee reviewed changes made to policy JRA. There were no other changes outside of Section A.

Motion: Brian McGill moved to **amend policy JRA with changes presented**, and Erin Ellis seconded the motion. Vote: 4-0

#### ii. Second Reading

1. JLF & JLF-E - Reporting Child Abuse and Neglect; Reporting Form

Discussion: JLF is a required law. Changes were reviewed in policy subcommittee and were thoroughly discussed. This policy will most likely be brought back for amendments in the Spring. Brian McGill recommended to adopt this tonight with recommendation to bring back later this spring as he feels the district is exposed without it. No suggested changes otherwise.

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

F. Change of board schedule

Discussion: Due to the proximity of meetings falling weekly and in light of the joint budget meeting with the Town on April 9th, the board felt it prudent to move the April 3 board meeting to April 10.

Motion: Brian McGill moved to **approve changing the next board meeting from April 3 to April 10**. Jake Eckert seconded the motion. Vote: 4-0

**9. Subcommittee Reports**

- A. Policy Subcommittee - Due to the time of year, the policy subcommittee will be going into two meetings per month. The next top policy priority will be regarding surveys.
- B. United Technology Center - none
- C. SPRPCE - Met last Thursday and passed 5 budgets from 5 regional schools.
- D. Curriculum Subcommittee - There is no board meeting until April
- E. Facilities - no meetings scheduled at this time

**10. Other Business**

**11. Future Agenda Items**

**12. Public Comment**

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

- A. April 10, 2018 - 6:00 p.m., Orono Town Council Chambers
- B. April 9, 2018 - 6:00 p.m., Budget Workshop with Town Council, Orono Town Council Chambers
- C. April 24, 2018 - 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 8:29 p.m.**, Erin Ellis seconded the motion. Vote: 4-0

**Meeting adjourned.**

**Respectfully submitted,  
Meredith Higgins**