

**Wednesday, September 5, 2018**  
**Board of Directors Meeting - 7:00 p.m.**  
**Hampden Academy**

The Regional School Unit No. 22 Board of Directors met at Hampden Academy on Wednesday, September 5, 2018. Board Chair Karen Hawkes called the meeting to order at 7:00 p.m. Directors present were: Scott Cuddy, Jayne Dyer, Lucas Flanagan, Rob Frank, Wally Fraser, Allan Gordon, Jr., Jessica Hamilton, Karen Hawkes, John Holmes, Joseph Pickering, Mary Anne Royal and Amanda Sidell.

Heath Miller arrived at 7:11 p.m.; Jim Baines arrived at 7:20 p.m.; Anthony Liberatore, DMD arrived at 7:45 p.m.

**II. Approval of Minutes of Regular Meeting of August 1, 2018**

Dyer moved, Cuddy seconded, and the Board voted unanimously to approve the minutes of the Regular Meeting of August 1, 2018.

Abstain: Frank, Fraser

**III. Adjustment to Agenda**

None.

**IV. Persons Desiring to Address the Board**

None.

**V. Board Chair**

Chair Hawkes expressed congratulations for a great start to the school year. She has spoken to many teachers and congratulates the stellar start.

Chair Hawkes also welcomed Rob Frank back to the Board of Directors, representing Winterport.

## **VI. Personnel**

### **A. Resignations**

Superintendent Lyons announced the resignation of Reeds Brook part-time school nurse, Sarah Baillargeon.

### **B. Nominations/Transfers**

Superintendent Lyons announced the transfer of Nandrea Patterson from Grade 2 to Kindergarten teacher at Smith School.

Upon recommendation of Superintendent Lyons, Cuddy moved, Holmes seconded, and the Board voted unanimously to approve:

#### **Dorothy Dawson, Grade 5 Teacher, George B. Weatherbee School**

Juris Doctor, University of Manitoba, Canada

Graduate Certification in Gifted & Talented Education, University of Maine

BA in Developmental Psychology, University of Windsor, Canada

4 years, Gifted & Talented Specialist, RSU #34

1 year, ESL Teacher, RSU #34

2 years, Head Teacher, Foster Language School, Hiroshima, Japan

2 years, Senior Teacher, GEOS (Japan private eikaiwa schools), Takasaki, Japan

**Salary: \$48,015**

Fraser moved, Holmes seconded, and the Board voted unanimously to approve:

#### **Gloria DeRedin, Health Teacher, Hampden Academy**

Currently pursuing Masters in Educational Leadership, University of Maine

BS, Northern Michigan University

Associates of Arts, Finlandia University, Hancock, MI

11 years, Health Education Teacher, RSU #25 (grades 5 - 12)

1 years, Long-term substitute, RSU #25

**Salary: \$44,346**

Fraser moved, Cuddy seconded, and the Board voted unanimously to approve:

**Jacob Joy, English/Social Studies Teacher, Hampden Academy**

BS in Secondary Education, University of Maine

1 year, Middle School Social Studies Teacher, Glenburn Elementary School

Student taught at Hampden Academy and Center Drive School, Orrington

**Salary: \$33,150**

Fraser moved, Holmes seconded, and the Board voted unanimously to approve:

**Madison Porter, Grade 2 Teacher, Leroy H. Smith School**

BS in Early Childhood Education, University of Maine at Farmington

Long-term substitute at East Belfast School, April 2018 to present

Student taught at Leroy H. Smith School, September-December 2017

**Salary: \$33,150**

**VII. Superintendent of Schools**

**A. Reading of Essential Behaviors and Outcomes Proclamation**

Board Member Pickering read the Essential Behaviors and Outcomes Proclamation.

**B. 2018-2019 Student Enrollment / Opening of School**

Superintendent Lyons shared that the District Management Day on August 27 began with 375 people at breakfast in the Hampden Academy Greenier Dining Commons. Following a presentation in the Performing Arts Center with a keynote speaker, Detective Roy of the Maine State Police, 22 concurrent sessions were offered to faculty for enrichment followed by a district barbecue. The reports from staff were positive.

Student enrollment was reviewed. There has been a 6.5 % increase in population over five years. Planning Decisions has conducted an enrollment census. 37 tuition students are attending

Hampden Academy. Present enrollment is 2,450 students across the district; Hampden Academy is over 800 students in enrollment for the first time.

All public Pre-K sessions are full; 91 students are enrolled in Pre-K. Waldo County CAP and Highland PreSchool are partners with RSU #22 schools to provide Pre-K programming.

The capacity of Hampden Academy is 850 students as currently built. The infrastructure is present to add five to six classrooms on the third floor to expand capacity.

#### C. Teacher Exit Surveys

Superintendent Lyons shared a copy of the teacher exit survey questions and a summary of responses. The exit surveys were facilitated by building principals.

#### D. Student Representative

A new student representative, Sarah Gass, a junior from Hampden Academy, will be assigned to the Board of Directors.

#### E. Monthly Financial Report

Assistant Superintendent Nickels reviewed the monthly warrant article expenditure report for FY 19.

#### F. Assistant Superintendent Update

Assistant Superintendent Nickels shared updates including the submittal of the Maine Municipal Bond Bank application for November 1st funding, a facilities report including review of the Management Day & Opening Day in August, School Building Inspection Walkthroughs coming this fall, and Athletic Facilities updates regarding Turf & Stadium Lighting project completion, Winterport athletic field watering and the future booster's project of a replacement for the RBMS Snack Shack. Transportation ran efficiently for the opening week of school and is off to a well-manned start following concern regarding hiring enough bus drivers.

Ms. Nickels spoke to recent professional development offerings she attended including New Business Manager Training, at DOE Augusta and an OSHA Recordkeeping Seminar: Recording & Reporting Workplace Injury, at DOL Bangor.

School Board member are encouraged to update or complete biography statements for the district website. School photo dates were shared with the board.

Recognition was made of RSU #22 Facilities Coordinator David Greenier for 50 Years of Service to the district.

### **VIII. Questions of Board Members**

Board Member Royal noticed that the 15 miles per hour school zone beacons light on the incorrect days. Superintendent Lyons will inquire with Hampden Town Manager Chandler.

Board Member Royal inquired if RSU #22 had an active plan for reducing our carbon footprint. Hampden Academy is a Silver LEEDS School; all school buildings participate in recycling programs. Special parking spaces are designated at Hampden Academy for low emission vehicles. There is not a formal plan for carbon footprint reduction in RSU #22.

Ms. Royal also asked if the Superintendent has received or provided approval for requests for assistance from Immigration and Customs Enforcement (ICE) or Customs and Border Protection (CBP) agents? Superintendent Lyons has not.

Has the Superintendent received any requests from ICE or CBP or a law enforcement agent acting on their behalf for information about or access to any of our students? Superintendent Lyons has not.

### **IX. Committee Reports**

#### **A. Finance Committee**

Chair Miller shared the Finance Committee minutes. Consideration of comparison reports between FY 18 and FY 19 to compare expenditures between fiscal years at the same points in time are an idea for further Finance Committee discussion.

#### **B. Budget Committee**

None.

#### **C. Athletic Committee**

None.

#### D. Building Committee

Chair Gordon reviewed summer projects completed including the turf field, stadium lighting at Hampden Academy, drainage project at Leroy H. Smith School and propane installs at several schools. Annual building walkthroughs will be scheduled soon.

#### E. Negotiations Committee

Negotiations will be discussed in executive session.

#### F. Education Committee

Chair Sidell shared details of school opening and an emphasis on staff wellness, including a November 2nd performance by Gus LaCase, fiddler. Spanish teaching positions are full and grades 3-12 are being served. Class sizes at Reeds Brook Middle School, which are reaching 28 and 29 in certain cases, were discussed. The proficiency based diploma law has been rescinded and the administrative team is working on the future for the proficiency based diploma and programming in RSU #22. Standards (and clear course goals) will remain for all courses and will be reported on to parents; dual grading will continue. The elimination of proficiency based diplomas based on a standard of three or higher in every course is recommended. Diplomas will be issued based on traditional passing scores (70-100) in courses.

#### G. Policy Committee

Chairman Pickering has recently moved into the role. Policy and regulation alignment for student suspension was discussed.

#### H. United Technologies Center

None.

#### I. Behavioral Review Committee

None.

#### J. Education Foundation

None.

A board representative is being sought to participate as a liason with the Education Foundation. Board Member Royal inquired if the membership would consider a rotating attendance structure. Superintendent Lyons will research the current schedule and communication links.

K. SPRPCE Board

None.

L. Wellness Committee

None.

M. Community Relations Committee

None.

## **X. Policy Consideration**

A. Discuss and act on second reading and adoption of Regulation CBI-R, Evaluation of the Superintendent Guidelines.

Upon recommendation of Chair Pickering, Pickering moved, Royal seconded, to approve the second reading and adoption of Regulation CBI-R, Evaluation of the Superintendent Guidelines. After discussion, the motion failed 783 to 221 (Pickering, Royal, Fraser). The policy was then unanimously remanded back to the Policy Committee for review.

Board Member Dyer shared that the dates in the narrative do not match up on the timeline listed. Board Member Fraser spoke to the intention for Superintendent goal development in the beginning of the year. Concerns were discussed about policy passage with intended modifications versus taking the policy back for a second reading and delaying the implementation of new evaluation procedures.

B. Discuss and act on first reading of Policy KCD, Public Gifts/Donations to the Schools

Upon recommendation of Chair Pickering, Pickering moved, Cuddy seconded, and the Board unanimously approved the first reading of Policy KCD, Public Gifts/Donations to the Schools.

Board member Frank shared that there could be language considered to define reasons why a gift may not be accepted.

C. Discuss and act on first reading of Policy IHBAA, Referral/Pre-Referral

Upon recommendation of Chair Pickering, Pickering moved, Holmes seconded, and the Board unanimously approved the first reading of Policy IHBAA, Referral/Pre-Referral.

D. Discuss and act on first reading of Policy IHBAC, Child Find

Upon recommendation of Chair Pickering, Pickering moved, Royal seconded, and the Board unanimously approved the first reading of Policy IHBAC, Child Find.

Board member Frank inquired if there is guidance related to student age.

## **XI. Old Business**

A. Discuss Policy BAA, Evaluation of School Board/Board Self-Evaluation and the accompanying Regulation BAA-R.

The policy indicates that an Ad-hoc Committee should be formed to collect board member responses. The timeline listed in the regulation states that the self evaluation activity should occur in August following a summer retreat. The board has not hosted a summer retreat in some years. It is timely to review the policy and regulation.

Board Member Royal shared that the importance of self evaluation cannot be understated as it presents as a common and prioritized effort in school board best practice. Compliance with the policy and regulation is essential but before this is done perhaps the tool itself should be reviewed by committees and utilized by administrators to evaluate the board.

Chairwoman Hawkes shared appreciation for Board Member Royal's input. She indicated, however, that to review the document would prevent the board self evaluation function from happening. The current document will be utilized for this year's self evaluation and then will be considered for revision after members have been able to use the document.

Administrative team feedback was suggested as a route to inform board members through the evaluation process.

A suggestion of a timeline to clearly define policy dictated functions was also recommended.

Board members Royal, Hamilton and Baines will join Vice Chair Sidell for the Self Evaluation Ad hoc Committee. Reflections are due to the committee by September 19th. Administrative Assistant Gloria Aurelio will be requested to send an electronic version in Word format to all board members. Please include any suggestions for the self evaluation tool improvement with your self evaluation feedback.

## **XII. New Business**

### **A. Maine School Management Association Annual Fall Conference**

The MSMA Annual Fall Conference will be held on October 25-26, 2018 at the Civic Center in Augusta from 8:00 a.m. to 6:00 p.m. on Thursday and 8:00 a.m. to 1:00 p.m. on Friday. Board members were asked to contact Mr. Lyons and Gloria to sign up for the conference.

### **B. Discuss and act on request for unpaid leave of absence.**

Representative David Haggan, and 8th grade teacher at Reeds Brook Middle School, requested approval for leave for service in the Maine House of Representatives, Pursuant to Article 12 B (5) of the collective bargaining agreement with teachers.

Board member Pickering shared concerns regarding the leave based on experiences from the first year it was awarded.

Liberatore moved, Holmes seconded to approve Mr. Haggan's request for leave 45 days in 2018-19 and 35 days in 2019-20. The motion carried 719 to 285 (Fraser, Hamilton, Pickering and Hawkes) to approve the requested leave.

## **XIII. Communication and Correspondence**

### **A. Set Meeting Dates**

- Building Committee meeting September 14 at 10:00 a.m.
- Athletic Committee meeting October 3 at 6:00 p.m.
- Community Relations Committee meeting September 19 at 4:30 p.m.

## **XIV. Executive Sessions to Discuss a Personnel Matter According to 1 M.R.S.A. § 405(6)(A); to Discuss Negotiations Between the RSU #22 Board of Directors and EA22 Education Association, According to 1 M.R.S.A. § 405(6)(D).**

At 9:07 p.m. Pickering moved, Cuddy seconded, and the Board voted unanimously to enter executive session to discuss a personnel matter, according to 1 M.R.S.A. § 405(6)(A).

The Board entered back into regular session at 9:28 p.m.

At 9:29 Board member Pickering moved to extend the meeting by 30 minutes; Baines seconded and the Board voted 928 to 76 (Liberatore) to approve the extension.

At 9:29 p.m. Pickering moved, Cuddy seconded, and the Board voted 928 to 76 (Liberatore) to enter executive session to discuss negotiations between the RSU #22 Board of Directors and EA22 Education Association, according to 1 M.R.S.A. § 405(6)(D).

The Board entered back into regular session at 9:44 p.m.

#### **XV. Other Business**

A. To see what action, if any, the Board wishes to take on business required by items that are part of this agenda.

None.

#### **XVI. Adjourn**

Motion to adjourn 9:44 p.m. by Board member Libertore, seconded by Holmes; unanimously approved.

Respectfully submitted,

Richard A. Lyons, Superintendent of Schools