

RSU #63 Board Meeting
Date: February 28, 2022
Location: Holbrook Middle School
Minutes

RSU 63 Board Member(s) Present:

Town of Holden: Matthew Campbell, Cherie Faulkner, Tracy Roberts, and Holly Whitmore

Town of Clifton: Linda Graban

Town of Eddington: Robin James and Jaime Pangburn

RSU 63 Board Member Present Remotely:

Town of Eddington: Tracy Bigney

Board Chair, Holly Whitmore called the meeting to order at 6:30pm

A flag salute was conducted and a moment of silence was observed.

Holly Whitmore read opening remarks regarding public comment guidelines.

Motion by Matthew Campbell with a second by Robin James to approve the January 24, 2022 Board Meeting Minutes.

Discussion: Linda Graban requested a conversation during the Superintendent Report regarding the Law Enforcement Appreciation at the Holden Elementary School be added to the January minutes. Superintendent advised that Shelley Wyman, Administrative Assistant, shared the email request from Ms. Graban with Holly Whitmore and Superintendent Smith. Ms. Wyman prepared an exact transcription of the meeting minutes on the conversation. Ms. Whitmore shared the transcription with the Board.

Cherie Faulkner stated she wanted a statement on the record that Superintendent Smith made when Ms. Faulkner asked Superintendent Smith a question. Ms. Faulkner said she asked Superintendent Smith if there were any more damages that the mice had caused at the Holden School and Superintendent Smith responded no, not to my knowledge. Superintendent Smith asked if Ms. Faulkner wanted the exact wording from the recording, Ms. Faulkner responded yes, whatever I said and responded is what I want on the record.

Matthew Campbell amended the original motion with a second by Robin James to approve the January 24, 2022 Board Meeting Minutes with the exact transcription, as shared, regarding masking at the Law Enforcement Day at Holden during the Superintendent Report discussion and exact transcription of the mice damage question and answer between Cherie Faulkner and Superintendent Smith during the Budget and Finance Report discussion.

Roll Call: Cherie Faulkner: Yes; Matthew Campbell: Yes; Robin James: Yes; Linda Graban: Yes; Tracy Roberts: Yes; Tracy Bigney: Yes; Jaime Pangburn: Yes; Holly Whitmore: Yes

Vote: 8 Approved; 0 Opposed

Recognition and/or Awards of Students, Staff, and Others: Superintendent Smith recognized Holbrook Middle School Spelling Bee Champions: Rylee Moore, Grade 7; Kaleb Jones, Grade 7; Kat Rivera, Grade 7; and Cooper Malm, Grade 5. Superintendent Smith congratulated the Boys A Basketball Team for their 1st Place finish in the B Flight, the Cheer Team for their 2nd Place finish in the Competition over the weekend, and the Chess Team for sharing the Sportsmanship Award with Bucksport.

Acceptance of Gifts/Donations: Superintendent Smith thanked area families and businesses for their donations to the Holbrook Raffle Fundraiser.

Presentation: FY21 Audit

Superintendent Smith introduced William Hall of RHR Smith and Co. Mr. Hall gave a detailed overview of the Audit. He explained this is the first time RSU 63 required a Federal Compliance Audit. This was due to spending over \$750,000 in federal funds (grants: ESSER and CRF). Mr. Hall continued to give a detailed explanation of fund balance, revenue and expenses, food service, high school tuition, capital improvement bond, and student activity accounts. Mr. Hall explained the Notes is where you can find all the terminology and understanding of the Audit report. Mr. Hall's synopsis is that RSU 63 is financially solid and Kelly Theriault is doing a great job keeping RSU 63 on track.

Questions from the Board Regarding FY21 Audit Presentation: Matthew Campbell asked about schedule I, high school tuition. Mr. Hall responded high school tuition is hard to budget. You never know how many new students you may get over the summer or through the school year. Superintendent Smith added high school tuition was less

than anticipated last year. Some area high school tuition rates decreased and surprised us. Kelly Theriault gave some examples of past years with the fluctuating high school transfers.

Questions from the Public Regarding FY21 Audit Presentation: None

Presentation: Outdoor Education

Superintendent Smith introduced Kelly Davis, RSU 63 Outdoor Education Coordinator and Ed Tech. Ms. Davis shared a handout of her PowerPoint presentation. See Attachment A. Ms. Davis shared information on activities, grants, donations, and resources used to build outdoor learning areas, walking trails, rain gear for Pre-K, gardens, and the formation of an apple orchard.

Questions from the Board Regarding Outdoor Education Presentation: Linda Graban asked if this program was for all students. Kelly Davis responded yes, but some programs require sign up. Holly Whitmore asked if there was additional resources needed. Kelly Davis responded additional training for teachers would be helpful. Not all teachers are comfortable with outdoor learning as they are unsure how to incorporate it into their curriculum. Cherie Faulkner suggested developing an outdoor curriculum program. Kelly Davis agreed that would be helpful as long as it aligned with the state standards. Tracy Roberts asked what the state standard meant and Superintendent Smith explained these. Superintendent Smith advised there is a lot of enthusiasm for outdoor education here and at the state level. As it is a new program, teachers worry about fitting in the required curriculum.

Questions from the Public Regarding Outdoor Education Presentation: None

Dates of Next Meetings:

Policy Committee Meeting: Monday, March 7, 2022 at 5:30pm, Holbrook Middle School

Budget and Finance Committee Meeting: Tuesday, March 15, 2022 at 5:30pm, Holbrook Middle School

FY23 Budget Workshop: Tuesday, March 15, 2022 at 6:00pm, Holbrook Middle School

FY23 Budget Workshop: Tuesday, March 22, 2022 at 5:30pm, Holbrook Middle School

Board Meeting: Monday, March 28, 2022 at 6:30pm, Holden Elementary School.

Superintendent Smith added there will need to be a brief Budget and Finance Committee Meeting on Tuesday, March 22, 2022 prior to the FY23 Budget Workshop regarding the Holbrook Middle School Indoor Air Quality Bid.

Budget and Finance: Nothing to add to the Business Manager Report. Cherie Faulkner asked Tracy Roberts if she wanted to add anything. Tracy Roberts stated as not all Board members were present for the Budget and Finance Committee meeting on January 12, 2022, she thought a significant discussion regarding staffing and classrooms took place, especially on the number of teachers and eliminating ed techs. She stated the minutes did not capture all of that discussion. She stated she did not have anything to propose to add to the meeting minutes. Cherie Faulkner added that there were parts of the minutes regarding discussion that she does not remember being part of the discussion, specifically on funding ed techs through ESSER and realigning of ed techs.

Superintendent's Report: Nothing to add.

RSU #63 Chair's Report: Nothing to add.

Acceptance of Reports: Motion by Robin James with a second by Linda Graban to approve the written and verbal reports from Budget and Finance Committee, Policy Committee, Administrators, Superintendent, and Board Chair.

Discussion: Tracy Bigney asked Jake Morgan when the results of the lead water testing would be in. Jake Morgan responded Holden received results today and should receive Holbrook and Eddington's later in the week. Tracy Roberts stated she brought this up at the last meeting that she has concerns that our students across our schools have learning gaps. She is very interested in an update from the RISE meetings, how individualized plans are coming along and being communicated to parents. Superintendent Smith asked if this was something the full Board was interested in. The Board confirmed. Jaime Pangburn stated the other thing she was interested in was if the RISE Program was able to hire a tutor. Supt. Smith stated they were hiring an Instructional Coach, but has not been able to do so yet. Tracy Roberts stated another piece she is interested in is to understand more aspects of the programs we have and would like a presentation on this as the Board moves forward with strategic planning. Jaime Pangburn commented that Mr. Spencer's Report has an inaccurate student number count.

Roll Call: Cherie Faulkner: Yes; Matthew Campbell: Yes; Robin James: Yes; Linda Graban: Yes; Tracy Roberts: Yes; Tracy Bigney: Yes; Jaime Pangburn: Yes; Holly Whitmore: Yes

Vote: 8 Approved; 0 Opposed

Old Business:

Strategic Planning Advisory Committee: Superintendent Smith advised the proposal from Judy Sanders and policy BA – Operational Goals were included in the Board packet. Superintendent Smith added, in conversation with Ms. Sanders, Ms. Sanders intent was for Goal 4 (Technology) be included. Ms. Sanders proposal does not include facilities, transportation, or finances.

Motion by Matthew Campbell with a second by Tracy Bigney to accept Judy Sanders proposal for her role as consultant to the Strategic Planning Committee.

Discussion: None

Roll Call: Cherie Faulkner: Yes; Matthew Campbell: Yes; Robin James: Yes; Linda Graban: Yes; Tracy Roberts: Yes; Tracy Bigney: Yes; Jaime Pangburn: Yes; Holly Whitmore: Yes

Vote: 8 Approved; 0 Opposed

COVID-19 Procedures:

Motion by Matthew Campbell with a second by Linda Graban to update the 2021-2022 Guide for Returning to School. Remove contact tracing and pooled testing and make masks optional for the remainder of the school year, effective immediately.

Discussion: There was much discussion among board members and Superintendent Smith regarding the pros, cons, and consequences of this motion. After clarification that RSU 63 would still follow the Standard Operating Procedures (SOP) from the Maine CDC, Matt Campbell called for a vote.

Roll Call Vote: Cherie Faulkner, Yes; Robin James, Yes; Linda Graban, Yes; Tracy Roberts, No; Jaime Pangburn, Yes; Tracy Bigney, No; Holly Whitmore, Yes; Matthew Campbell, Yes

Vote: 6 Approved; 2 Opposed

The Board made it clear they wanted this message to go out tonight via a schoolmessenger phone call.

Motion by Linda Graban with a second by Cherie Faulkner to return all RSU 63 operations back to “pre-COVID” procedures. Students will eat lunch in the cafeteria, parent pick-up will return to normal, all activities will resume (including sports, concerts, graduations). Parent teacher conferences and all IEP and Special Education meetings to be in person at school.

Discussion: Linda Graban stated she understands eating in the cafeteria and parent pick-up will take a day or two to make the changes. Superintendent Smith stated there could be some unintended consequences regarding the wording in the motion. There are safety concerns regarding changing pick-up and spacing and scheduling concerns with eating lunch in the cafeteria. Matthew Campbell asked if Ms. Graban would be open to amending the motion to allow time for schedule changes. Motion change: Lunch in cafeteria and parent pick-up changes effective March 14, 2022. Don Spencer advised the construction going on at the elementary schools in the cafeteria area is almost at the end. Schedule changes are significant for students to eat in the cafeteria. Kelly Theriault advised Holbrook may require a complete schedule change because there is not enough time in the schedule right now. Linda Graban said, let’s do April 1st then. Matthew Campbell agreed, lets shoot for April 1st, if it is not working let us know and we can revisit in March. Superintendent Smith stated the next Board meeting is March 28th.

New motion by Linda Graban with a second by Matthew Campbell to return all RSU 63 operations back to “pre-COVID” procedures. Students will eat lunch in the cafeteria by April 1st. Parent pick-up will return to normal April 1st. All activities will resume including: sports, concerts, graduations, parent teacher conferences and all IEP and Special Education meetings can resume in person, effective immediately.

Discussion: None

Roll Call Vote: Cherie Faulkner, Yes; Matthew Campbell, Yes; Linda Graban, Yes; Jaime Pangburn, Yes; Tracy Roberts, Yes; Robin James, Yes; Tracy Bigney, Yes; Holly Whitmore, Yes

Vote: 8 Approved; 0 Opposed

Motion by Robin James with a second by Jaime Pangburn to extend the meeting past 8:30pm.

Discussion: None

Roll Call: Cherie Faulkner: Yes; Matthew Campbell: Yes; Robin James: Yes; Linda Graban: Yes; Tracy Roberts: Yes; Tracy Bigney: Yes; Jaime Pangburn: Yes; Holly Whitmore: Yes

Vote: 8 Approved; 0 Opposed

Questions from the Public Regarding COVID-19 Procedures: Josh Baillargeon, Eddington resident and former RSU 63 employee, began discussing a personnel issue. Superintendent Smith stated we cannot discuss personnel issues in a public setting. Josh Baillargeon stated this is not a personnel issue. He continued. Matthew Campbell stopped Mr. Baillargeon and advised this was in fact a personnel issue. Josh Baillargeon asked when a good time would be

to talk. Superintendent Smith advised she could set up a time for them to talk. Mr. Baillargeon politely declined and asked to meet with the Board. Superintendent Smith advised he would need to make a request with the Board Chair. Mr. Baillargeon asked to make a request. Superintendent Smith stated he should put that request in writing.

Alex Mitchell, Holden resident stated he has two children in school and he appreciates the time and effort the Board puts in. He agrees with the Board's decision. However, he cautioned the Board to stand up for their reasoning and not be swayed back and forth as they were in the fall.

Nathaniel Larson, Holbrook student stated he realized a few weeks ago the American Flag at the Holbrook School was ripped. Robin James asked if Daniel would take care of the ripped flag when it is replaced. Mr. Larson said he could take care of it.

Peter Walsh, Holden resident and Holbrook Teacher stated he had concerns that the SOP requires 5 days of masking after a return to school and how to police that. Matthew Campbell stated we have to follow the SOP. Peter Walsh stated they have no way to police that as they do not know who was positive. Superintendent Smith stated we will have to take a closer look at the SOP and enforce it.

Brandy Cullen, online stated she was concerned how the Board and Superintendent Smith was going to ensure the safety of children at school with this new motion and questioned why the public comment was not allowed before the decision was made. Brandy Cullen also stated she is highly concerned there is no contact tracing, pooled testing, and optional masking, how does that ensure our students are safe when the Board changed the SOP. Matthew Campbell stated the Board is following the SOP. Superintendent Smith stated RSU 63 will continue to follow the SOP. Matthew Campbell also stated public comment was not allowed before the Board voted because it was a procedural agenda item.

Ashley Allen, Holbrook Principal (online) wanted to let the Board know middle school scheduling is extremely complex and will do her best to make the changes to the lunch schedule, but it may alter all student schedules.

New Business:

2022-2023 School Year Calendar:

Motion by Cherie Faulkner with a second by Matthew Campbell to approve the 2022-2023 School Year Calendar.

Discussion: Tracy Bigney asked what an exchange day was. Superintendent Smith advised it is in the teacher's contract in exchange for the two days of after-hours for parent teacher conferences.

Roll Call: Cherie Faulkner: Yes; Matthew Campbell: Yes; Robin James: Yes; Linda Graban: Yes; Tracy Roberts: Yes; Tracy Bigney: Yes; Jaime Pangburn: Yes; Holly Whitmore: Yes

Vote: 8 Approved; 0 Opposed

Policies to Approve: Robin James gave a brief overview of policies for approval. Policy EBABA requires annual review and had language changes regarding "labs". Policy JF, JFAB, JFABA, JFABD, and JFBC had language added regarding military-connected students to comply with a new law. Some wording was added regarding Superintendent Agreement circumstances and high school transportation. Additional small grammatical changes were made.

Motion by Robin James with a second by Cherie Faulkner to approve policy EBABA – Chemical Hygiene; policy JF – Student Residency; JFAB – Non-resident Secondary Students; policy JFABA – Non-resident Elementary Students; policy JFABD – Admission and Education of Homeless Students; policy JFBC – Secondary School Tuition.

Discussion: None

Roll Call: Cherie Faulkner: Yes; Matthew Campbell: Yes; Robin James: Yes; Linda Graban: Yes; Tracy Roberts: Yes; Tracy Bigney: Yes; Jaime Pangburn: Yes; Holly Whitmore: Yes

Vote: 8 Approved; 0 Opposed

Board Meeting Agenda Format; Policy BEDB-R: Linda Graban stated at the last meeting public comment was skipped and stated she made a request to discuss changing the format of the agenda without a vote. She does not want public comment taken off the agenda unless voted on by the Board. Tracy Roberts asked if Ms. Graban was requesting to keep the public comment after the presentation. Ms. Graban confirmed. Tracy Roberts stated, I just brought this up tonight to have public comment before voting and the Board said no. Superintendent Smith stated we have a policy on the Agenda Format. Cherie Faulkner stated this policy needs to go to Policy Committee. Robin James stated it would not be this month, but would be reviewed in April.

Personnel Actions:

Appointments: Dennis Whitney, Holden Custodian and Joshua Nelson, Holden Cook.

Resignations: Tom Colavito, Bus Driver/Mechanic; Kim Colavito, Substitute Bus Driver; and Scott Sanborn, Bus Driver.

Reassignment: Karen Tate, Substitute Bus Driver to Bus Driver.

Searches: Full Time Ed Tech II or III, Math Support (Holden); Track and Field Coach; B Baseball Coach; A Softball Coach; B Softball Coach; Substitutes; After School Coordinator; and After School Guided Study.

Jaime Pangburn asked if a plea could be sent out for Track and Field.

Questions and Comments from the Public: Alex Mitchell, stated a plea to parents should include the detail of the track program not happening, how many students participated last year, and the potential of that number of students not being able to participate if no one steps up. That creates more of an impact than the typical “we are looking for a coach”.

Adjournment:

Holly directed the Board to their board binders for reflection.

At 9:00pm, motion by Robin James with a second by Cherie Faulkner to adjourn the meeting.

Discussion: None

Roll Call: Cherie Faulkner: Yes; Matthew Campbell: Yes; Robin James: Yes; Linda Graban: Yes; Tracy Roberts: Yes;

Tracy Bigney: Yes; Jaime Pangburn: Yes; Holly Whitmore: Yes

Vote: 8 Approved; 0 Opposed

Respectfully submitted by,



Susan M. Smith

RSU #63 Superintendent/Director of Curriculum and Instruction

Approved: March 28, 2022