

MAINE SCHOOL ADMINISTRATIVE DISTRICT NO. 56

Frankfort • Searsport • Stockton Springs

Minutes

Board of Directors Meeting
January 10, 2006 – 6:30 P.M.
Central Office - Searsport

Present: Kimberly Ashley Nedra Bellows Tom Calderwood
 Robert Danks Michael Housman Christopher Krause
 Veronica Magnan Twyler Webster

Absent: Bonnie-Jean Brooks (ex.), Harold Grove (ex.), Glenn McFadden (ex.)

Visitors: 8

1. **CALL TO ORDER.** The Superintendent of Schools convened the meeting at 6:30 P.M. In the absence of the Chairperson and the Vice-Chairperson, the Superintendent asked for nominations for someone to serve as the pro-temp Chairperson. A motion was made by Tom Calderwood and seconded by Bob Danks to nominate Nedra Bellows as the pro-temp Chairperson for this meeting.

VOTE: 7-0-1 (Bellows)

Item B under New Business will be eliminated since it was already approved by the Board at the November 8, 2005 meeting.

2. **APPROVAL OF MINUTES.** A motion was made by Bob Danks and seconded by Twyler Webster to approve the December 13, 2005 Board minutes.

VOTE: 8-0-0

3. **PRESENTATIONS.**

- A. Chris Krause, Tom Calderwood, and Mary Szwec gave a presentation on the MSMA Fall Conference. They attended sessions on the following issues: 1) The lack of companies writing insurance policies across the state. 2) Beware of comments made in executive session that may change the superintendent's view of a person. What we say is not always privileged. 3) Intelligent Design is a hot issue across the state. 4) The Commissioner answered questions about the SAT. 5) The gay/lesbian session focused more on bullying. We need to make the district good for all students. 5) We have covered ethics well in this district. We need to look again at Sports Done Right because of issues with both parents and players. 6) Small schools with successful programs. 7) Community programs where Jackman guarantees jobs for those who received a college degree. 8) Liability 101 for School Boards. 9) Delegate Assembly. 10) New special education program.
- B. Gregg Palmer gave a presentation on standards at the high school. He gave an informational packet to each Board member and to people in the audience. They are changing the structure to fit the pedagogy in the classroom. All of our standards come from state and national standards. Instead of needing four Carnegie units, they

need to meet the standards. The packet included examples of standards and how they can be met with our courses.

4. **PUBLIC PARTICIPATION.** None. The Superintendent introduced two new Board members: Veronica Magnan from Stockton Springs, and Michael Housman from Searsport.

5. **REPORT FROM THE SUPERINTENDENT.**
 - A. The district received a large number of art books donated by Bonnie-Jean Brooks and her family. They have been placed in the district's Professional Library at the Searsport District High School. A list of the available materials has been sent to all staff. The Superintendent also sent a letter of thanks to Bonnie-Jean Brooks.
 - B. Melissa Wallace has been hired as a Child Associate. This position is funded by Title IV funds.
 - C. 2006-07 School Calendar. The superintendent informed the Board that our district is working with SAD 3, SAD 34, and Region 7 to develop the calendar. The law states that we can only have 9 dissimilar instructional days within each regional calendar.
 - D. The superintendent reviewed the latest data from the Gates Grant. Freshmen and juniors have been surveyed about school climate and expectations. It is important to realize that our high school is compared to the top performing Gates schools, not the national average for high schools. We have made some huge gains. Students feel safe and challenged.
 - E. Enrollments. The superintendent pointed out an increase of seven students this past month, which is unusual for this time of year.
 - F. Administrative Reports. The superintendent pointed out the number of observations done by administrators in their reports as well as some specific websites to visit: www.sdhsradio.msad56.org which is Leslie Gregory's radio station done with students, and www.msba.msad56.org/myweb/ where our students have written book reviews. This website was developed by Barbara Rehmeyer, our K-5 Technology Literacy Specialist.
 - G. Curriculum, Assessment, Instruction. The superintendent and Julie DellaMattera, our Gifted and Talented coordinator, have been meeting with each school staff regarding the Gifted and Talented program.
 - H. The superintendent shared that the Town of Stockton Springs wants to give us a switch, which will give us the ability to hook up a generator to the Stockton Springs school. It will keep the school heated and provide some lighting. We do not have a generator at this time but we could hook one up if there is ever an emergency situation. A motion was made by Tom Calderwood and seconded by Bob Danks to accept the donation of a switch from the Town of Stockton Springs. The superintendent will write a letter to the town thanking them for the switch.

VOTE: 8-0-0
 - I. Capital Asset Management Report. The superintendent gave a brief update. The Buildings and Grounds Committee will be meeting with McCormick on January 25 from 4:30 – 6:30 P.M. getting information on the report.
 - J. Other.

1. Curriculum Steering Committee. This committee will start meetings and they will be hearing detailed presentations on the district's revisions and programs in each content area. The superintendent emphasized that their discussions would be similar to the Policy Committee. Nedra Bellows, Bob Danks, Harold Grove, and Twyler Webster are members of the committee.
2. OSHA. The superintendent passed out information on the status of our compliance with OSHA rules. We will be providing training. She emphasized the need to remain in compliance.

6. **COMMITTEE REPORTS.**

A. Finance Committee. Nedra Bellows reported that the minutes from this month's meeting are in the Board's packet. We need to elect a representative from Stockton Springs. A motion was made by Tom Calderwood and seconded by Bob Danks to elect Veronica Magnan to the Finance Committee. Mrs. Magnan noted that her term on the Board actually runs until June 2006 since Stockton has its elections in June, not March.

VOTE: 7-0-1 (Magnan)

- B. Transportation Committee. The superintendent shared that the meeting scheduled for January 24, 2006 needs to either be cancelled or scheduled for 4 P.M. The committee also needs to elect a new chairperson. By consensus, the committee agreed to meet at 4 P.M. on the 24th.
- C. Buildings and Grounds Committee. Tom Calderwood reported that the committee did a walkthrough of the Frankfort Elementary School last night. He complimented the principal, Tina Boone, on the good condition of the school. The committee will meet two more times this month: January 23rd from 4:30 – 6:30, and January 25th from 4:30 – 6:30 on the Capital Asset Management Report.
- D. Policy Committee. Bob Danks reported in Harold Grove's absence. In response to a Board request, the committee looked at the policies needing to be changed if the Board begins to meet two times per month. These policies are on the agenda tonight.
- E. Region Seven. The next meeting is scheduled for January 19, 2006.
- F. Personnel Committee. Chris Krause reported that the minutes are in the Board's packets. A motion was made by Tom Calderwood and seconded by Chris Krause to have the Searsport Elementary School secretary's position be filled by one person, rather than two half-time people, and to cover any additional costs for this change. The half-time secretary position in the special education office will now be a full-time position.

VOTE: 8-0-0

- G. Legislative Report. The superintendent passed out the latest MSMA Legislative Bulletin, outlining the most important bills facing school districts.
- H. Superintendent's Evaluation Committee. Chris Krause reported that the committee met this week. They are taking a tool/instrument with questions to rate the superintendent, for use by the Board, support staff, administrators, and teachers. They will be returned to Central Office, and a report will be made next month. In the future, the Board wants to use a performance-based evaluation with goals. There will be measurable objectives under each goal. This will be used in 2006-07. The superintendent will give her goals to the Board of Directors for the upcoming year.

The committee felt this would be more objective than a subjective evaluation.

7. **OLD BUSINESS.**

A. Second readings of the following policies:

1. A motion was made by Bob Danks and seconded by Twyler Webster to approve JRA, Student Educational Records, for a second reading.

VOTE: 7-0-1 (Housman)

2. A motion was made by Twyler Webster and seconded by Bob Danks to approve JRA-R, Student Educational Records – Administrative Procedure, for a second reading.

VOTE: 7-0-1 (Housman)

3. A motion was made by Twyler Webster and seconded by Bob Danks to approve JRA-E, Annual Notice of Student Educational Records and Information Rights, for a second reading.

VOTE: 7-0-1 (Housman)

4. A motion was made by Bob Danks and seconded by Chris Krause to approve IJND, District Web Site Policy, for a second reading.

VOTE: 8-0-0

5. A motion was made by Bob Danks and seconded by Tom Calderwood to approve IJND-R, Web Site Guidelines, for a second reading.

VOTE: 8-0-0

- B. The superintendent announced the resignations of John Moran and Ralph Jewell from the Board of Directors.

8. **NEW BUSINESS.**

- A. A motion was made by Twyler Webster and seconded by Bob Danks to authorize the Superintendent to accept a lease/purchase proposal from Gorham Leasing for a school bus at a 4.77% fixed rate.

VOTE: 8-0-0

- B. Consideration of applying to purchase a new school bus. This item was deleted from the agenda because it was not needed.

- C. First readings of the following policies:

1. A motion was made by Twyler Webster and seconded by Bob Danks to approve BEA, Regular Board Meetings, for a first reading. The Board discussed what would happen if a meeting was omitted or postponed. This would be done only in emergency situations. The superintendent shared how the agendas would/might work.

VOTE: 8-0-0

2. A motion was made by Bob Danks and seconded by Twyler Webster to approve BDA, Board Organizational Meeting, for a first reading. The Board organizational meeting will be the first meeting in July. Kim Ashley left the meeting.

VOTE: 7-0-0

3. A motion was made by Twyler Webster and seconded by Bob Danks to approve BEDB, Agenda Format, for a first reading. "Adjustments to the Agenda" means changes in the agenda's order.

VOTE: 7-0-0

4. A motion was made by Tom Calderwood and seconded by Bob Danks to approve BBA, School Board Powers and Responsibilities, for a first reading. The superintendent explained that this is a required policy.

VOTE: 7-0-0

5. A motion was made by Twyler Webster and seconded by Bob Danks to approve DN, School Properties Disposition, for a first reading.

VOTE: 6-0-1 (Housman)

A motion was made by Bob Danks and seconded by Tom Calderwood to allow the superintendent to place an ad to sell the DVD/VCRs, etc. that do not meet OSHA standards. These products are safe for homes, but are not in compliance for schools, town buildings, etc.

VOTE: 7-0-0

- D. A motion was made by Bob Danks and seconded by Twyler Webster to enter executive session for the evaluations of an official and an employee pursuant to 1 MRSA § 405 (6) (A).

VOTE: 7-0-0

The Board entered executive session at 8:10 P.M. and resumed public session at 8:35 P.M.

9. **ADJOURNMENT.** A motion was made by Bob Danks and seconded by Tom Calderwood to adjourn the meeting at 8:45 P.M.

VOTE: 7-0-0

Respectfully submitted,