

MAINE SCHOOL ADMINISTRATIVE DISTRICT NO. 1  
Castle Hill - Chapman - Mapleton - Presque Isle - Westfield

**MINUTES**

Board of Directors  
September 20, 2017  
5:30 P.M.  
Board Conference Room

**Directors Present:**

Carol Bell (6)	Lori Kenneson (9)
Jim Bubar (10)	Joanna Newlands (2)
Curtis Culberson (11)	Lucy Richard (12)
Roberta Fitzgerald-Hathaway (8)	Brandon Roope (7)
Julie Freeman (16)	Paul Saija (17)
Susan Goulet (14)	Terry Sandusky (3)
Jane James (1)	Melissa Vance (4)
John R. Johnston (15)	

**Directors Absent:** Robert Cawley (5) and Timothy Levesque (13).

**Others Present:** Approximately 15 members of the public.

1. **Call to Order**

Chair Lucy Richard called the meeting to order at 5:36 p.m.

2. **Announcements**

Chair Lucy Richard announced the following upcoming meetings:

Board of Directors - October 18, 2017 - 5:30 P.M. - MSAD #1 School Farm  
Legislative Meeting - November 28, 2017 - Caribou Performing Arts Center

3. **Adjustments to the Agenda**

There were no adjustments to the Agenda.

4. **Acceptance of the Agenda**

It was moved by Roberta Fitzgerald-Hathaway and seconded by Paul Saija to accept the Agenda as presented. Motion carried unanimously.

5. **Presentations**

There were no presentations.

6. **Public Participation**

There were no requests for Public Participation.

7. **Approval of Minutes (August 16, 2017)**

It was moved by Carol Bell and seconded by Melissa Vance to approve the minutes of August 16, 2017 as presented. Motion carried unanimously.

8. **Superintendent's Report**

Chair Lucy Richard asked for a volunteer for the Delegate to the MSMA Fall Conference. Terry Sandusky volunteered to be the Delegate.

Chair Lucy Richard provided the Board with the proposed 2017 MSBA Resolutions.

9. **Financial Report by the Assistant Superintendent for Business (Including bills, warrants and payrolls signed to date by the Finance Committee and the Superintendent)**

Assistant Superintendent for Business Clint Deschene provided the Board with an overview of the August 2017 financials.

It was moved by Jim Bubar and seconded by Curtis Culberson to approve the financials of August 2017 as presented. Motion carried unanimously.

Assistant Superintendent for Business then provided the Board with information and an overview pertaining to right sizing. He reported that Oak Point Consultants have been awarded the contract for the project.

10. **Old Business - Discussion and Action**

There was no Old Business to discuss.

11. **Committee Reports**

Susan Goulet, Chair of the Curriculum Committee, announced they will meet on October 4, 2017, 5:30 p.m. in the Hall of Fame Conference Room.

Paul Saija, Chair of the Building and Grounds Committee reported they and the Finance Committee met on September 5, 2017, to review the contractor bids for right-sizing/re-purposing.

Terry Sandusky, Chair of the CTE Committee reported the committee met on September 13, 2017 and reviewed the Program of Studies and Dual Enrollment Programs for CTE. He reported they have an increased enrollment for 2017-2018 of 42 students. The CTE program has 506 Dual Enrollment credits this year, and CTE is working on accreditation.

**12. Consideration of Staff Appointment(s)**

Assistant Superintendent for Business Clint Deschene recommended the following teacher for 2017-2018:

Paul Lamoreau                      Grade 8 ELA/SS                      PIMS                      B-31

It was moved by Brandon Roope and seconded by Curtis Culberson to approve the recommendation of Paul Lamoreau as presented. Motion carried unanimously.

**13. Consideration of Staff Resignation(s)**

There were no staff resignations to report.

**14. New Business Discussion/Action**

Assistant Superintendent for Business provided an overview of the Budget Calendar for 2017-2018.

It was moved by Paul Saija and seconded by Curtis Culberson to approve the Budget Calendar for 2017-2018 as presented. Motion carried unanimously.

Assistant Superintendent for Business Clint Deschene overviewed a lease for temporary and interim instructional space for the Alternative Education Program. This item will be put on hold until further research can be done. Discussion followed.

The MSAD #1 LAU Plan was provided to the Board. It was moved by Roberta Fitzgerald-Hathaway and seconded by Jane James to approve the MSAD #1 LAU Plan as presented. Motion carried unanimously.

The Board voted to approve the MSAD #1 Crisis Response Plan which is updated and available on the MSAD #1 website as follows: It was moved by Melissa Vance and seconded by Roberta Fitzgerald-Hathaway to approve the MSAD #1 Crisis Response Plan as posted on the MSAD #1 website. Motion carried unanimously.

**15. Consideration of Title Update**

Terry Wood, MSAD #1 Title Coordinator, provided the Board with an update of MSAD #1 Title Funds for 2017-2018. Discussion followed.

**16. Consideration of Policies**

- JLF      Reporting Child Abuse and Neglect**
- JL      MSAD #1 Wellness Policy**
- \*\*\*    Administrative Policy - Consulting/Outside Employment**
- BBF-A   Conflict of Interest**

**DJ Bidding/Purchasing Requirements**  
**DJH Purchasing and Contracting: Procurement Staff Code of Conduct**

It was moved by Melissa Vance and seconded by Paul Saija to approve the above listed Policies/Administrative Policy as presented. Motion carried unanimously.

17. **Consideration of Student Disciplinary Matter Pursuant to 1 MRSA § 405(6)(B). (3/5ths recorded vote required).**

It was moved by Paul Saija and seconded by Susan Goulet to move into Executive Session pursuant to 1 MRSA § 405(6)(B). Motion carried unanimously.

Executive Session commenced at 6:21 p.m.

Open Session resumed at 6:40 p.m.

It was moved by Jim Bubar and seconded by Roberta Fitzgerald-Hathaway that the following action be taken:

- 1) The student under consideration has been deliberately disobedient and has engaged in infraction(s) of MSAD #1 policies;
- 2) The student's removal from school is necessary for the peace and usefulness of the school;
- 3) As discipline, the student will be EXPELLED from school; and
- 4) The Superintendent of Schools will provide the student and the student's parents/guardians written notice of the Board of Directors' findings and conclusions.

Motion carried unanimously.

18. **Adjournment**

It was moved by Susan Goulet and seconded by Jane James to adjourn at 6:43 p.m. Motion carried unanimously.

/s/ Respectfully submitted,

Brian Carpenter