

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

MINUTES
Board of Directors

Board Conference Room
5:30 P.M.
June 8, 2016

Directors Present:

Paul Barrett (8)	Lori Kenneson (9)
Carol Bell (6)	Joanna Newlands (2)
Jim Bubar (10)	Lucy Richard (12)
Robert Cawley (5)	Brandon Roope (7)
Curtis Culberson (11)	Paul Saija (17)
Julie Freeman (16)	Terry Sandusky (3)
Susan Goulet (14)	Timothy Levesque (13)
John R. Johnston (15)	Melissa Vance (4)

Director Absent: Brent Buck (1).

Others Present: Approximately 20 members of the public and one (1) member of the press.

1. **Call to Order**

Chairperson Lucy Richard called the meeting to order at 5:30 P.M.

Athena Hallowell, grade 2 teacher at Mapleton Elementary School, was recognized with a plaque of appreciation for 27 years of service to the students of MSAD #1. Principal Dan Duprey and the Board wished her well in her retirement.

2. **Announcements**

Chairperson Lucy Richard announced the following meeting dates:

June 16, 2016 - Tentative Board of Directors Meeting - 5:30 P.M. - Board Conference Room

July 18-19, 2016 - Board of Directors Retreat

June 9, 2016 - Class Day - 1:00 P.M. - PIHS Gymnasium

June 15, 2016 - Presque Isle Middle School Graduation

3. **Acceptance of the Agenda**

It was moved by Jim Bubar and seconded by Melissa Vance to accept the Agenda for June 8, 2016 as presented. Motion carried unanimously.

4. **Presentations**

There were no presentations.

5. **Public Participation**

Presque Isle High School student Meadow Reynolds spoke to the Board regarding MSAD #1 Dress Code Policy.

6. **Approval of Minutes: Special Board Meeting - May 2, 2016
Special Board Meeting - May 3, 2016
District Budget Meeting - June 2, 2016**

It was moved by Paul Saija and seconded by Melissa Vance to approve the minutes of the Special Board Meeting of May 2, 2016 as presented. Motion carried.

It was moved by Paul Saija and seconded by Curtis Culberson to approve the minutes of the Special Board Meeting of May 3, 2016 as presented. Motion carried 15-1. (Abstained, Paul Barrett).

It was moved by Terry Sandusky and seconded by Tim Levesque to approve the minutes of the District Budget Meeting of June 2, 2016 as presented. Motion carried 15-1. (Abstained, Paul Saija).

7. **Superintendent's Report**

Superintendent Carpenter reported the following teacher transfer for 2016-2017:

Kevin Malenfant - Grade 6 math/science teacher at PIMS to health teacher at Presque Isle High School.

It was moved by Tim Levesque and seconded by Paul Saija to allow Superintendent Carpenter to execute all hiring between now and through July. Motion carried.

8. **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 an overview of the April 30, 2016 Fund Balance. Discussion followed.

It was moved by Curtis Culberson and seconded by Brandon Roope to approve the Financial Report as presented. Motion carried unanimously.

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

Superintendent Carpenter provided the Board with an overview of the line-item budget.

This line-item budget will be reviewed by the Finance Committee.

Superintendent Carpenter reported he will have the Budget Validation vote results for The Board on June 15, 2016.

Superintendent Carpenter and Assistant Superintendent for Business Clint Deschene discussed facilities update with the Board regarding right-sizing facilities in the District. Discussion followed.

It was moved by Jim Bubar and seconded by Melissa Vance to continue the process of pursuing right-sizing facilities in MSAD #1. Discussion followed.

Motion carried 12-4. (Opposed - Lucy Richard, Joanna Newlands, Lori Kenneson and John Johnston).

Superintendent Carpenter reported asbestos removal in the District is scheduled to start at Presque Isle High School. He reported the high school will be basically closed until the project is completed.

10. **Committee Reports**

Terry Sandusky, Chair of the CTE Committee, and Melissa Vance reported the committee met on May 16, 2016. They reviewed the CTE Program of Studies, discussed enrollment for 16-17, toured the farm and visited the CTE Science Expo.

Susan Goulet, Chair of the Board Curriculum Committee, reported the committee met on April 27, 2016 and discussed all-day kindergarten/kindergarten curriculum. The next meeting is scheduled for June 22, 2016.

Paul Saija, Chair of the Building and Grounds Committee, reported they have not met to date.

Paul Barrett, Chair of the Board Policy Committee, reported they met on May 18, 2016, and discussed section F policies. Their next meeting is scheduled for July 20, 2016. Discussion followed.

Curtis Culberson, Chair of the Finance Committee, reported the next meeting is scheduled for June 13, 2016.

11. **New Business - Discussion/Action**

a) It was moved by Melissa Vance and seconded by Susan Goulet to approve the CTE Program of Studies for 2016-2017 as presented. Motion carried unanimously.

b) Superintendent Carpenter provided recommended the following staff appointments for 2016-2017:

Danelle Grenier	Special Education Teacher/Zippel Elementary School
Audra Kirk	Special Education Teacher/Zippel Elementary School
Dillon Kingsbury	Physical Education Teacher/Presque Isle High School
Jonna Boure	Spanish/French Teacher/Presque Isle High School
Jennifer Bourassa	Curriculum Leader-District Wide - Teacher/Presque Isle High School
Lori Soucy	Grade 1 Teacher (1 year only)/Zippel Elementary School (Correction made/grade 3 teacher)

It was moved by Curtis Culberson and duly seconded to approve the teacher recommendations as presented. Motion carried.

- c) Assistant Superintendent for Business Clint Deschene presented the Board with information regarding Insurance Bids for the District. He recommended going with the low bid of United Insurance Company. It was moved by Jim Bubar and seconded by Tim Levesque to approve the United Insurance bid of \$98,242 for the 2016-2017 school year. Motion carried.
- d) Assistant Superintendent for Business Clint Deschene then presented the Board with information regarding Driver Education car bids. He reported that after two extensions on the bid, the bid was awarded to low bidder Griffin Ford for a ford focus car.
- e) Authorization of the Superintendent of Schools to act as the agent of the Board relative to filing of applications for any and all Federal subsidies, grants, Federal assurance available under, but not limited to NCBLA, Title I, Title II, Title VI, PL874, and to expend the funds in accordance with established Federal guidelines as Agent of the Board.

It was moved by Jim Bubar and seconded by Curtis Culberson, to approve the Superintendent of Schools to act as agent of the Board as stated in 11e. Motion carried.

- f) Superintendent Carpenter read the following resignations into the minutes:

Trevor Esposito	Spanish/French teacher at Presque Isle High School
Joy Duncan	Business Office secretary/Fiscal Clerk

It was moved by Paul Barrett and seconded by Tim Levesque to accept the resignations as read. Motion carried.

- g) It was moved by Paul Barrett and seconded by Tim Levesque to adopt the following polices in block:

EDC	Authorized Use of School-Owned Materials
EEA	Student Transportation Services
EEAA	Walkers and Riders
EEA-B or	
EEAC	School Bus Scheduling
EEAC-A	Activity Trips
EEAC-B or	
EEAFA	Alternative Transportation Policy
EEAC-C or	
EEAEC	Student Conduct on School Buses
EEA-D	Special Use of School Buses
EEAE	School Bus Safety
EEAEAA	Student Transportation, Employee Requirements, Training, and Responsibilities/ Drug & Alcohol Testing of School Bus Drivers
EEAEAA-R	Drug & Alcohol Testing Procedures

EEAEF Video Cameras on Vehicles Used to Transport Students

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EEAF	Use of District Transportation by Non-Profit Groups
EEAG	Student Transportation in Private Vehicles
EF	Food Services Management
EFB or EFC	Free and Reduced Price (Food Services)
EFBA or EF-R	Offer vs. Serve (Food Services)
EFB-A	Local Wellness Policy
EFD	Pricing of and Payment for Food Services
EFE-A	Competitive Food Sales - Sales of Food in Competition With the School Food Services Program
EF-R	Food Services Management - Procedures
EFM	Environmentally Sustainable Practices
EGAD	Copyright Compliance
EGAD-R	Copyright Compliance Administrative Procedure
EI	Insurance Management
EIC	Worker Compensation Policy

Discussion followed. Motion carried unanimously.

12. **Consideration of Personnel Matter**

It was moved by Tim Levesque and seconded by Paul Saija to move into Executive Session for Consideration of Personnel Matter.

Executive Session commenced at 6:37 P.M.

Open Session resumed at 7:16 P.M.

No action was taken

13. **Adjournment**

It was moved by Jim Bubar and seconded by Melissa Vance to adjourn at 7:17 P.M.

/s/ Respectfully submitted,

Brian Carpenter