

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

MINUTES  
**Board of Directors**

Board Conference Room  
August 7, 2013  
5:30 P.M.

**Directors Present:**

Jim Bubar (10)	Scott Norton (7)
Brent Buck (1)	Lucy Richard (12)
Robert Cawley (5)	Paul Saija (17)
Curtis Culberson (11)	Terry Sandusky (3)
Susan Goulet (14)	Melissa Vance (4)
John R. Johnston (15)	

**Directors Absent:** Carol Bell (6), Susan Cook (13), Julie Freeman (16), Lori Kenneson (9), Barbara Ladner (8) and Joanna Newlands (2).

**Others Present:** There were approximately 10 members of the public present.

1. **Call to Order**

Chairperson Lucy Richard called the meeting to order at 5:33 P.M.

2. **Announcements**

Chairperson Lucy Richard announced the following meeting date:

Board of Directors - September 11, 2013 - 5:30 P.M. - School Educational Farm

John Hoffses, School Educational Farm Manager, provided the Board with an overview of blueberry and raspberry sales to date at the farm.

3. **Public Participation**

There were no requests for Public Participation.

4. **Approval of Minutes**

It was moved by Jim Bubar and seconded by Paul Saija to approve the minutes with corrections to time of adjournment. (7:50 instead of 6:50 P.M).

Motion carried with change noted.

5. **Committee Reports**

There were no committee reports.

**6. Superintendent's Report**

There were no staff transfers to report.

Superintendent Johnson introduced Richard Graves, who provided the Board with an overview of history leading to the recently published book titled "History of Public Education in Presque Isle". The Board was presented with a copy of the book.

Discussion followed.

Superintendent Johnson reported that as of August 7, 2013 enrollment has dropped from 27 to 25 in grade 4 at Mapleton Elementary School.

The Board was updated on the Chinese Initiative. Dr. Johnson reported there will one student attending PIHS in 2013 and a host family has been assigned - Dave and Linda Allen of Presque Isle.

Superintendent Johnson shared results of school lunch pizza bids for 2013-2014:

<b>Pat's Pizza</b>	<b>\$5.00</b>
The Sandwich Shop	\$6.50
Rosella's	\$6.75
Amato's	\$6.75 for Pepperoni \$6.25 for Cheese

Pat's Pizza was the low bid and received the contract for 2013-2014.

**7. Consideration of Fuel Bids for 2013-2014 (Unleaded Fuel and Diesel Fuel)**

<b>Unleaded Gasoline</b>	<b>Daigle Oil</b>	<b>0.1132</b>
	Dead River	0.1279
<b>Diesel Fuel</b>	<b>Daigle Oil</b>	<b>0.1082</b>
	Dead River	0.1290

It was moved by Curtis Culberson and seconded by Brent Buck to accept the low bid for unleaded gasoline and diesel fuel from Daigle Oil Company for 2013-2014. Motion carried unanimously.

**8. Consideration of Bond Referendum Results**

It was moved by Jim Bubar and seconded by Scott Norton that the Computation and Declaration of Votes dated August 7, 2013 and attached hereto be and is hereby approved.

Further moved that the Computation and Declaration of Votes be entered upon the records of the Maine School Administrative District No. 1 (the "District").

Further moved that a certified copy of the Computation and Declaration of Votes be sent to each of the municipal clerks within the District.

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

MINUTES  
**Board of Directors**

Board Conference Room  
July 17, 2013  
5:30 P.M.

**Directors Present:**

Carol Bell (6)	Barbara Ladner (8)
Jim Bubar (10)	Joanna Newlands (2)
Robert Cawley (5)	Scott Norton (7)
Susan Cook (13)	Lucy Richard (12)
Julie Freeman (16)	Paul Saija (17)
Susan Goulet (14)	Terry Sandusky (3)
John Johnston (15)	Melissa Vance (4)
Lori Kenneson (9)	

**Directors Absent:** Brent Buck (1) and Curtis Culberson (11).

**Others Present:** Approximately 15 members of the public and 1 member of the press.

1. **Call to Order**

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

John Hoffses, School Farm Manger, provided the Board with an overview of the 2013 strawberry season, noting that sales for the season were significantly down due to poor weather conditions.

Student Kori Butterfield addressed the Board regarding the latest value added product produced on the school farm - lip balm. She explained the process of making lip balm from bees honey and bees wax. Board members were given a sample of the lip balm product.

2. **Announcements**

Chairperson Lucy Richard announced the following meeting date:

Board of Directors - August 7, 2013 - 5:30 P.M. - Board Conference Room.

3. **Public Participation**

There were no requests for Public Participation.

4. **Approval of Minutes**

It was moved by Paul Saija and seconded by Jim Bubar to approve the minutes of June 12, 2013 as presented. Motion carried unanimously.

5. **Committee Reports**

There were no committee reports.

6. **Financial Statement(s)/Bills & Warrants Signed to Date**

It was moved by Robert Cawley and seconded by Jim Bubar to approve the Financial Statement(s)/Bills & Warrants Signed to Date as presented. Motion carried unanimously.

7. **Superintendent's Report**

Superintendent Johnson reported the following transfer for the 2013-2014 school year:

Kristi Stoutamyer      From 1/2 time Kindergarten/Mapleton to Grade 1/Pine

8. **Consideration of Staff Retirement(s)/Resignation(s)**

Superintendent Johnson read into the record a letter of resignation from Helena Ford, School Nurse. It was noted that the position will not be filled at this time.

It was moved by Barbara Ladner and seconded by Melissa Vance to accept the resignation as read. Motion carried unanimously.

9. **Consideration of Administrative Restructuring for MSAD #1 Business Manager/Assistant Superintendent Positions (Executive Session) 1 M.R.S.A. § 405 (6)(A)**

It was moved by Paul Saija and seconded by Scott Norton to move into Executive Session for consideration of administrative restructuring for MSAD #1 Business Manager/Assistant Superintendent Positions. Motion carried unanimously.

Executive Session commenced at 6:40 P.M.

Open Session resumed at 7:45 P.M.

It was moved by Scott Norton and seconded by Terry Sandusky to reinstate the Business Manager position to full-time and employ Charles Anderson in that position for a 2 year period. Motion carried unanimously.

It was further moved by Scott Norton and seconded by Terry Sandusky to eliminate the Assistant Superintendent/Curriculum Director position and restructure the position to be titled Curriculum Director with corresponding job description adjustments. Motion carried unanimously.

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

Superintendent Johnson recommended the following teacher appointments for the 2013-2014 school year:

Darrell Espling - Farm and Industrial Mechanics Instructor - PIRCTC

It was moved by Paul Saija and seconded by Jim Bubar to approve the recommendation as presented. Motion carried unanimously.

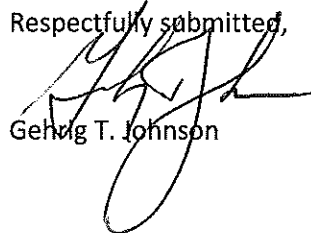
Kristi Greaves - 1/2 time Kindergarten teacher (1 year only) - Mapleton Elementary School

It was moved by Melissa Vance and seconded by Julie Freeman to approve the recommendation as presented. Motion carried unanimously.

**11. Adjournment**

It was moved by Scott Norton and seconded by Sue Cook to adjourn at 7:50 P.M. Motion carried unanimously.

/s/ Respectfully submitted,

  
Gehrig T. Johnson

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

MINUTES  
**Board of Directors**

Board Conference Room  
June 12, 2013  
5:30 P.M.

**Directors Present:**

Carol Bell (6)	John Johnston (15)
Brent Buck (1)	Lori Kenneson (9)
Jim Bubar (10)	Barbara Ladner (8)
Robert Cawley (5)	Scott Norton (7)
Susan Cook (13)	Lucy Richard (12)
Curtis Culberson (11)	Paul Saija (17)
Julie Freeman (16)	Terry Sandusky (3)
Susan Goulet (14)	Melissa Vance (4)

**Directors Absent:** Joanna Newlands (2).

**Others Present:** Approximately 30 members of the public and 1 member of the press.

1. **Call to Order**

Chairperson Lucy Richard called the meeting to order at 6:00 P.M.

The following retirees were recognized for their service to MSAD #1:

Gail Hamel	15 SAD #1 Years (3 other)	Total 18 Years
Marianne Dyer	24 SAD #1 Years (16 other)	Total 40 Years
Emily Knight	29 SAD #1 Years	Total 29 Years

Chairperson Lucy Richard recognized Assistant Superintendent Ellen Schneider who is leaving the District to take a position in Wells, ME.

2. **Announcements**

Chairperson Lucy Richard announced the following meetings:

Board of Directors - July 17, 2013 - 5:30 P.M. - Board Conference Room  
Board of Directors - August 14, 2013 - 5:30 P.M. - Board Conference Room

3. **Public Participation**

A number of parents of Mapleton Elementary School students spoke to the Board regarding class size concerns **in grade 4** for the 2013-2014 school year.

4. **Approval of Minutes**

It was moved by Scott Norton and seconded by Jim Bubar to approve the minutes as presented. Motion carried 15-1 (1 abstention - Paul Saija).

It was moved by Scott Norton and seconded by Jim Bubar to amend the motion to read - approve the minutes of May 1, 2013 and May 15, 2013 as presented. Motion carried 15-1 (1 abstention - Paul Saija).

5. **Committee Reports**

There were no committee reports.

6. **Financial Statment(s)/Bills & Warrants Signed to Date**

It was moved by Robert Cawley and seconded by Curtis Culberson to approve the Financial Statements of April 30 and May 31, 2013 as presented. Motion carried unanimously.

7. **Superintendent's Report**

Superintendent Johnson reported the following transfers for the 2013-2014 school year:

Doreen Archer	From 1/2 Kindergarten/Mapleton to Grade 3/Zippel
Christi Doyen	From Grade 4/Zippel to Grade 5/Mapleton
Jennifer Espling	From Grade 1/Pine to Grade 4/Zippel
Julie Gardner	From Grade 8 ELA/SS/PIMS to Grade 8 Math/Science/PIMS
Mary Graham	From Grade 4/Zippel to Grade 8 ELA/SS/PIMS
Melissa Buck	From Grade 5/Zippel to Grade 4/Zippel
Kelli Beaulieu	From Grade 1/Pine to Grade 4/Zippel

Superintendent Johnson provided the Board with the June 11, 2013 Budget, Bond Referendum and Referendum vote results.

An overview of MSAD #1's Service Agreement Contracts with surrounding school Districts was provided. Discussion followed.

Superintendent Johnson reported that the book "History of Public Education in Presque Isle" is at the publishers and should be available for distribution in August or September 2013.

Superintendent Johnson reported that Sheila Nemer, health teacher at Presque Isle High School has recently been awarded a \$500 Wellness Initiative Grant to promote Wellness awareness in MSAD #1.

Superintendent Johnson nominated the following teachers for hire starting the 2013-2014 school year:

Brittany Morrison - Special Education Teacher - Zippel Elementary School

It was moved by Jim Bubar and seconded by Lori Kenneson to approve the nomination of Brittany Morrison as presented. Motion carried unanimously.

Kristi Stoutamyer - Kindergarten teacher- Mapleton Elementary School (1/2 time - 1 Year only)

It was moved by Paul Saija and seconded by Melissa Vance to approve the nomination of Kristi Stoutamyer as presented. Motion carried unanimously.

**8. Consideration of Staff Retirement(s)/Resignation(s)**

Superintendent read into the minutes the following resignations:

Karen Weston	Grade 3 teacher - Zippel Elementary School
Barrett Parks	Farm Mechanics Teacher - PIRCTC
Gail Hamel	Grade 5 teacher - Mapleton Elementary School
Ellen Schneider	Assistant Superintendent

It was moved by Curtis Culberson and seconded by Paul Saija to accept the resignations as read, with letters of regret to be sent. Motion carried unanimously.

**9. 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 NCLBA, Title I, Title II, PL874, and to expend the funds in accordance with established Federal guidelines as the Agent of the Board**

It was moved by Curtis Culberson and seconded by Paul Saija to approve the Superintendent of Schools to act as the agent of the Board as presented. Motion carried unanimously.

**10. Consideration of Policy: JKAA - Use of Physical Restraint and Seclusion**

Assistant Superintendent Ellen Schneider provided an overview of modifications to policy JKAA - Use of Physical Restraint and Seclusion.

It was moved by Paul Saija and seconded by Bob Cawley to approve modifications to Policy JKAA as presented. Motion carried unanimously.

**11. Consideration of Proposals:**

**Bond Anticipation Loan:** Business Manager Charles Anderson provided the Board with an overview of Bond Anticipation Loan.



It was moved by Jim Bubar and seconded by Curtis Culberson that the vote entitled "Vote to Authorize Issuance of Bond Anticipation Notes in the amount of \$2,300,000," be approved in the form presented to this meeting and that the secretary file an attested copy of said vote with the minutes of this meeting.

Discussion followed. Motion carried unanimously.

**Lease Purchase of Buses:** Business Manager Charles Anderson provided the Board with an overview of Lease Purchase of Buses.

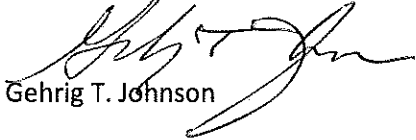
It was moved by Jim Bubar and seconded by Curtis Culberson that the vote entitled "Vote to Authorize Lease Purchase of Two (2) school buses in the principal amount of \$177,585," be adopted in form presented to this meeting and that the Secretary file an attested copy of said vote with the minutes of this meeting. Mr. Anderson recommended accepting the Key Bank bid of 2.33%.

Motion carried unanimously.

12. **Adjournment**

It was moved by Scott Norton and seconded by Susan Goulet to adjourn at 6:27 P.M.  
Motion carried.

/s/ Respectfully submitted,

  
Gehrig T. Johnson