

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

**MINUTES**

Board of Directors  
April 15, 2020  
5:30 P.M.  
ATM Room (409A)  
And Zoom

**Directors Present: (ATM Room – 409A)**

Lucy Richard (12)  
James Bubar (10)  
Roberta Fitzgerald-Hathaway (8)  
Robert Cawley (5)  
John R. Johnston (15)

**Directors Present: (Zoom)**

Carol Bell (6)	Desiree Chasse (13)
Curtis Culberson (11)	Michael Ouellette (4)
Julie Freeman (16)	Stephen Sutter (7)
Susan Goulet (14)	Paul Saija (17)
Dan Edgecomb (1)	Terry Sandusky (3)
Lori Kenneson (9)	

**Director Absent:** Joanna Newlands (2)

1. **Call to Order**

Chair Lucy Richard called the meeting to order at 5:30 p.m. and did a roll call attendance.

2. **Announcements**

Chair Richard announced the following meetings:

- a) She announced this meeting is being held remotely via Zoom due to CDC recommendations and Governor Mills' Executive Order dated March 31, 2020.
- b) Board Workshop – April 29, 2020 – 5:30 p.m. – Zoom
- c) Board of Directors – May 13, 2020 – 5:30 p.m. – To Be Announced
- d) She announced the Executive Session for Consideration of Administrative Planning and Assessment has been postponed.

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. Chair Richard did a roll call vote. Motion carried.

**5. Presentations**

There were no presentations.

**6. Public Participation**

The following citizens spoke to the Board via phone regarding the proposed Energy Audit:

Marie Sims – 288 Chapman Road – Presque Isle, ME 04769

Joseph Underwood – 45 Allen Street – Presque Isle, ME 04769

Chuck Johnston – 113 Fleetwood Street – Presque Isle, ME 04769

Dave Gardiner – 517 Grendell Road – Chapman, ME 04757

All expressed their concern about the cost for proposed work to be done at Presque Isle High School following the Energy Audit, and some felt approval of this project should be done by referendum vote.

**7. Approval of the Minutes – Board of Directors – March 11, 2020**

It was moved by Paul Saija and seconded by Carol Bell to approve the minutes of March 11, 2020 as presented. Chair Richard did a roll call vote. Motion carried.

Terry Sandusky joined the meeting at 5:45 p.m.

**8. Approval of Bills and Warrants Signed to Date – March 2020**

It was moved by Jim Bubar and seconded by Curtis Culberson to approve the bills and warrants signed to date as presented. Clint Deschene, Assistant Superintendent for Business, provided the Board with an overview of the March 2020 minutes. Chair Richard did a roll call vote. Motion carried unanimously.

**9. Superintendent's Report**

a) Superintendent Greenlaw provided the Board with an updated Budget Calendar. He stated that the 4/15/20 approval date for the Budget has been pushed back. The goal of the 2020-2021 budget is to keep taxes flat with no increase. He is planning to have the budget ready for approval at the May 13, 2020 Board Meeting. The District Budget Meeting is set for May 27, 2020, but that is subject to change, and the validation date will likely be July 14, 2020 in conjunction with the primary election. Discussion followed.

Robert Cawley asked if we are required to have a referendum vote on the Siemens Project.

Mr. Greenlaw stated we are not required to have a referendum vote.

Mr. Cawley then suggested extending the time for public participation, stating three (3) minutes is not enough time for people to speak.

b) Superintendent Greenlaw then provided the Board with a timeline on the Presque Isle High School energy savings project.

- 1) August – Looked at potential projects.
- 2) Sent out RFQs. Three companies applied.
- 3) Siemens got the bid and they worked on an Energy Audit – January- February- March.
- 4) In March Siemens gave presentation to the Board on updates needed.
- 5) Superintendent Greenlaw gave an overview of potential cost per year.
- 6) Superintendent Greelaw then recommended the project be delayed until March 2021.

Discussion followed regarding savings that may be lost to delay the project.

c) Covid-19 Response

Superintendent Greenlaw reported that all employees of the District have done a tremendous job during the shutdown. He provided an update on the food services program delivering meals and the responsibility of our District employees

d) Other

Superintendent Greenlaw reported that Jacob Foster, a CTE Business Program student, had placed second in the Securities Industry and Financial Markets Association year-long Stock Market Competition.

#### 10. **Old Business – Discussion and Action**

There was no Old Business.

#### 11. **Committee Reports**

Curtis Culberson, Chair of the Finance Committee, reported they met on April 13, 2020 via Zoom to review the March 2020 Financials.

Paul Saija, Chair of the Building and Grounds Committee, reported they met on March 20, 2020 and toured Presque Isle High School and discussed a plan of action if the Energy Audit was delayed.

#### 12. **New Business Discussion and Action**

a) Consideration of the MSAD #1 Remote Learning Plan

Dr. Jennifer Bourassa provided the Board with an update of the Remote Learning Plan. She stated all was going well with the focus on:

- 1) Equity and Special Education students.
- 2) Working on Phase III, which will take students/teachers to June 5, 2020.
- 3) Grading system used for the year will be pass/fail.
- 4) Seconded semester will not count toward GPAs.

She also reported that the community service requirements required for graduation will be forgiven for those seniors not completing the 40 hours.

Superintendent Greenlaw stated the Commissioner of Education has suggested remote learning for the rest of the 2019-2020 school year. Mr. Greenlaw stated his not ready to commit to that at this time. The Governor has declared a State of Emergency to May 15, 2020. That could put us back in school on May 18, 2020. It is wait and see at this time.

It was moved by Paul Saija and seconded by Susan Goulet to approve the updated Remote Learning Plan as presented. Chair Richard did a roll call vote. Motion carried unanimously.

b) Superintendent Greenlaw announced the following transfers for the 2020-2021 school year:

Michelle Tardif - Grade 3 Teacher/Zippel (1 Year Only) to Kindergarten Teacher/Pine  
Michael Boone – Social Studies Teacher/PIHS to Middle School Teacher/PIMS

It was moved by Roberta Fitzgerald-Hathaway and seconded by John Johnston to approve the transfers for 2020-2021 as presented. Chair Richard did a roll call vote. Motion carried unanimously.

c) Consideration of Staff Appointments

There were no staff appointments.

d) Consideration of Resignations/Retirements

Superintendent Greenlaw read into the minutes the following:

Resignation – Laura Lejman – grade 3 teacher/Zippel  
Retirement – Deborah Raymond – Director of Nursing – District Wide  
Retirement – Timothy Prescott – CTE Director

It was moved by Roberta Fitzgerald-Hathaway and seconded by Mike Ouellette to accept the resignations/retirements as read, with regret. Chair Richard did a roll call vote. Motion carried unanimously.

### 13. **Adjournment**

It was moved by Paul Saija and seconded by Steve Sutter to adjourn at 6:45 p.m. Chair Lucy Richard did a roll call vote. Motion carried unanimously.

/s/ Respectfully submitted,

Benjamin Greenlaw