

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

Board of Directors  
May 13, 2020  
5:30 p.m.  
ATM Room (409A)  
And Zoom

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

Jim Bubar (10)  
Robert Cawley (5)  
Curtis Culberson (11)  
Roberta Fitzgerald-Hathaway (8)  
John R. Johnston (15)  
Lucy Richard (12)

**Directors Present: (Zoom)**

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

**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 Lucy 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 which was extended on April 28, 2020.
- b) School Board Meeting – Wednesday, June 17, 2020, 6:00 p.m. in the Board Conference Room.
- c) Wednesday, June 17, 2020 at 7:00 p.m. in the PIHS Cafeteria, PIHS Auditorium, and PIHS Gymnasium.

3. **Adjustments to the Agenda**

There were no adjustments to the agenda.

4. **Acceptance of the Agenda**

It was moved by Jim Bubar and seconded by Roberta Fitzgerald-Hathaway to accept the Agenda as presented. Chair Richard did a roll call vote. Motion carried.

5. **Presentations**

There were no presentations.

6. **Public Participation**

There were no requests for Public Participation.

7. **Approval of the Minutes – Board of Directors – April 15, 2020**

It was moved by Paul Saija and seconded by Stephen Sutter to approve the minutes of April 15, 2020 as presented. Chair Richard did a roll call vote. Motion carried.

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

Assistant Superintendent for Business Clint Deschene provided the Board with an overview of Bills & Warrants signed to date for April 2020.

It was moved by Jim Bubar and seconded by Robert Cawley to approve the Bills & Warrants Signed to date as presented. Chair Richard did a roll call vote. Motion carried.

9. **Superintendent's Report**

Superintendent Ben Greenlaw provided the Board with an update on COVID 19.

He reported summer feeding will start as soon as schools close for the summer.

Pre-K through 8 last day will be June 12 and PIHS students last day will be June 15, 2020.

Dr. Bourassa then updated the Board on Distance Learning, stating that we are currently in Phase III.

Superintendent Greenlaw reported on PIHS graduation, which will be done in segments on June 5th and 6th. It will also be live streamed. Discussion followed.

Mr. Greenlaw stated there no answers yet as to whether school will open in the fall. Staff are working on different plans. 1) Return to school. 2) Remote learning if school does not open. 3) Combination of return/remote learning. 4) Start remote and return to full time at a later date.

He stated things could change at any time. Discussion followed.

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

There was no old business.

11. **Committee Reports**

Curtis Culberson, Chair of the Finance Committee, reported the committee met before the Board Meeting to review the April 2020 Financials.

Lucy Richard, Chair of the Negotiations Committee, reported the committee had met with the Teacher’s Association and negotiated a one year contract.

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

- a) **Adoption of FY20/21 Budget** – Superintendent Greenlaw provided an overview of the FY20/21 Budget. He reported the budget represents 2.9% increase which the local tax allocation will allow the city to hold taxes at the same rate as last year. He stated this budget also includes the elimination of 2 teachers, 2 ed techs, and an elementary computer teacher position that will not be filled. A CTE Director will be a shared position with Caribou CTE.

It was moved by Jim Bubar and seconded by Steve Sutter to approve the budget for 20-21 (July 1, 2020 – June 30, 2021) as presented. Chair Richard did a roll call vote. Motion carried.

- b) **Consideration of Staff Appointments** – Superintendent Greenlaw nominated the following teacher for 20-21: Kristan Bua – grade 4 teacher – Zippel Elementary School – (1 Year Only).

It was moved by Lori Kenneson and seconded by Desiree Chasse to approve the nomination as presented. Chair Richard did a roll call vote. Motion carried.

He then nominated Jenna Westrack – grade 3 teacher – Zippel Elementary School.

It was moved by Lori Kenneson and seconded by Paul Saija to approve the nomination as presented. Chair Richard did a roll call vote. Motion carried.

- c) **Consideration of Administrative Appointments** – Superintendent Greenlaw recommended the following for Director of Nursing – Lisa McKenna.

It was moved by Julie Freeman and seconded by Susan Goulet to approve the recommendation as presented. Chair Richard did a roll call vote. Motion carried.

Superintendent Greenlaw then recommended the following for CTE Director:

Ralph Conroy, CTE Director in Caribou for part time Director of PIRCTC. Discussion followed.

It was moved by Paul Saija and seconded by Carol Bell to approve the appointments of Ralph Conroy as part time Director PIRCTC. Chair Lucy Richard did a roll call vote. Motion carried.

- d. **Consideration of Resignation(s)/Retirement(s)** - Superintendent Greenlaw read into the minutes the retirement of Doreen Archer, grade 2 teacher at Pine Street Elementary School and resignation of Lisa Dow, grade 8 math/ science teacher at Presque Isle Middle School.

It was moved by Roberta Fitzgerald-Hathaway and seconded by Stephen Sutter to accept the retirement of Doreen Archer and resignation of Lisa Dow with letter of regret to be sent to each. Chair Richard did a roll call vote. Motion carried.

- e. **Consideration of a 1 Year Extension of the MSAD #1 Teachers Contract** – Superintendent Greenlaw provided the Board with an overview of the 1 year teacher contract. It was moved by Terry Sandusky and seconded by Lori Kenneson to accept the contract as presented. Chair Richard did a roll call vote. Motion carried.

13. **Adjournment**

It was moved by Roberta Fitzgerald-Hathaway and seconded by John Johnston to adjourn at 6:25 p.m. Motion carried.

/s/ Respectfully submitted,

Benjamin Greenlaw