

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

**MINUTES**

Board of Directors  
February 10, 2021  
5:30 P.M.  
PIHS Cafeteria

**Directors Present:**

|                                 |                       |
|---------------------------------|-----------------------|
| Desiree Albert (13)             | John R. Johnston (15) |
| Carol Bell (6)                  | Lori Kenneson (9)     |
| James Bubar (10)                | Michael Ouellette (4) |
| Curtis Culberson (11)           | Lucy Richard (12)     |
| Julie Freeman (16)              | Paul Saija (17)       |
| Susan Goulet (14)               | Terry Sandusky (3)    |
| Roberta Fitzgerald-Hathaway (8) | Stephen Sutter (7)    |
| John Harvell (5)                |                       |

**Directors Absent:** Dan Edgecomb (1) and Joanna Newlands (2).

1. **Call to Order**

Chair Lucy Richard called the meeting to order at 5:30 p.m.

2. **Announcements**

Chair Lucy Richard announced the following meeting:

Board of Directors – March 17, 2021 – 5:30 p.m. – PIHS Cafeteria

3. **Adjustments to the Agenda**

There were no adjustments to the Agenda.

4. **Acceptance of the Agenda**

It was moved by Paul Saija and seconded by Susan Goulet to accept the Agenda as presented.  
Motion carried unanimously.

5. **Presentations – John Hoffses, MSAD #1 School Farm Manager**

John Hoffses, MSAD #1 School Farm Manager, provided the Board with an overview of the 2020 school farm production. He reported the 2020 season was well above the 5 year average.

6. **Public Participation**

There were no requests for Public Participation.

7. **Approval of Minutes – January 20, 2021**

Paul Saija noted a correction to be made in the January 2021 minutes. Item #12 should read 2021 not 20201.

Mr. Saija then moved to approve the minutes of January 20, 2021 with correction to be made. It was seconded by Stephen Sutter. Motion carried unanimously.

8. **Approval of Bills and Warrants Signed to Date – January 2021**

Interim Business Manager Charles Anderson reported that the Finance Committee had approved the January 2021 Bills and Warrants signed to date as presented. It was moved by Curtis Culberson and seconded by Jim Bubar to approve the January 2021 Bills and Warrants signed to date as presented. Motion carried unanimously.

9. **Superintendent's Report**

a. **COVID-19 and Our Schools**

Superintendent Greenlaw reported that the district will receive 1.7 million more in federal funds for COVID relief. The district has until September 2023 to spend ESSA funds, whereas CRF funds had to be spent by December 30, 2020.

He then stated that the district needs to be thinking and preparing for the 2021-2022 school year. 1) Remote learning with the possibility of more staff or 2) Traditional opening.

b. **Preview Preliminary 2021-2022 ED 279**

Superintendent Greenlaw provided the Board with an overview of the *preliminary* state ED 279.

He reported state funding is based on student enrollment and town/city evaluations.

c. **Other**

Mr. Greenlaw provided an Adult Education and CTE newsletter to Board members.

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

There was no old business.

11. **Committee Reports**

Terry Sandusky, Chair of the CTE Committee, reported the committee met on February 9, 2021 and received and reviewed an in-depth farm report.

He reported Mr. Conroy is looking into filming commercials through WAGM to help promote our programs. Traditional recruiting methods are not possible due to gathering restrictions.

He stated Mr. Conroy suggested looking into receiving surplus items that students could work on and sell for a profit.

He said it was discussed to look into a live construction project (such as building a house from the ground up) with Presque Isle/Caribou CTE students working together.

Paul Saija, Chair of the Building and Grounds Committee, reported they had not met.

Susan Goulet, Chair of the Curriculum Committee, reported they had not met.

Stephen Sutter, Chair of the Policy Committee, reported they had not met.

Curtis Culberson, Chair of the Finance Committee, reported they had met prior to the Board Meeting and reviewed the January 2021 Bills & Warrants.

Lucy Richard, Chair of the Negotiations Committee, reported they had not met.

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

a. **Adoption of School Calendars for 2021-2022**

Superintendent Greenlaw presented the 2021-2022 school calendars for the Board.

It was moved by Stephen Sutter and seconded by Jim Bubar to adopt the school calendar as presented. Motion carried unanimously.

b. **Consideration of the Annual Opt-Out of the Nutritious Foods Program for Our Students**

Superintendent Greenlaw reported that MSAD #1 does not have any after-school programs that allow us to be eligible for the Child and Adult Care Food Program.

It was moved by Paul Saija and seconded by Jim Bubar to opt out of the Child and Adult Care Food Program for the 2021-2022 school year.

c. **Consideration of Staff Resignations(s)/Retirement(s)**

Superintendent Greenlaw read into the minutes the retirement of Ralph Michaud, physical education teacher (38 years) at Mapleton Elementary School at the end of the 2019-2020 school year.

It was moved by Lori Kenneson and seconded by Susan Goulet to accept the retirement of Ralph Michaud as read into the minutes. Motion carried unanimously.

d. **Consideration of 1 Year Only School Nurse Position**

Mr. Greenlaw asked for the Board's approval to extend the current 1 year only school nurse position to another year (2021-2022 school year). Reasoning is that with COVID the extra nurse was well utilized this school year. It was moved by Paul Saija and seconded by Julie Freeman to extend the 1 year only school nurse position to 2021-2022. Motion carried unanimously.

e. **Consideration of Policy – DJR – MSAD #1 Internal Controls – Federal Procurement Manual**

Curriculum Director Dr. Jen Bourassa updated the Board on the current changes to Policy – DJR.

It was moved by Stephen Sutter and seconded by Paul Saija to approve the amended Policy – DJR as presented. Motion carried unanimously.

13. **Adjournment**

It was moved by Stephen Sutter and seconded by John Johnston to adjourn at 6:13 p.m. Motion carried.

/s/ Respectfully submitted,

Benjamin Greenlaw