

**MINUTES OF THE REGIONAL SCHOOL UNIT 1 MEETING HELD August 22, 2016 AT 5:45 PM AT WOOLWICH CENTRAL SCHOOL. (NOTE: These minutes are not official until approved by the Board. Such action, either to approve or amend and approve, is anticipated at the September 26, 2016 meeting).**

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**Members Present:** Timothy Harkins, Chairperson; Stephen August, Vice Chairperson; Alan Walton, Megan Fuller, Bill Perkins and Jennifer Ritch-Smith; Noa Sreden, Student Representative; Patrick Manuel, Superintendent of Schools

**Members Absent:** Lou Ensel

**Others Present:** Debra Clark, Judith Harvey

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**CALL TO ORDER**

Chairperson Harkins called the meeting to order at 6:00 pm and the Pledge of Allegiance was recited.

**RECOGNITION AND COMMENTS FROM CHAIR**

None

**APPROVE/AMEND MINUTES OF JUNE 27, 2016**

**MOTION:** Walton                                   **SECOND:** Perkins                                   **VOTE:** Board (6-0)  
Students (1-0)

**TO:** Approved the minutes of June 27, 2016 as written.

**APPROVE/AMEND MINUTES OF AUGUST 2, 2016**

**MOTION:** Perkins                                   **SECOND:** August                                   **VOTE:** Board (6-0)  
Students (1 abstained)

**TO:** Approved the minutes of August 2, 2016 as written.

**ADJUSTMENTS TO AGENDA**

- The agenda was adjusted to include the following:
- Item 12.5 executive session to discuss a real estate matter
  - Item 10.3 additional field trip request
  - Personnel nomination

**PUBLIC COMMENTS**

None

**MORSE HIGH SCHOOL BUILDING PROJECT**

Superintendent Manuel reported that the Morse High School building committee met in the district on July 26<sup>th</sup>. Dr. Manuel attended a meeting with the Department of Education on August 11<sup>th</sup> and developed a task list of what needs to be done in order to get to site approval. The goal is to have a straw poll vote this fall. During the July meeting the

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committee authorized the Superintendent to make an option to purchase a piece of land. Dr. Manuel hopes to have a press release out by the end of the week to let the community know what piece of land we are interested in and where we are in the process. We are working closely with the architect and attorneys to make sure we have done everything we need to do in order to meet the fall deadline to have the straw poll vote.

## **SUPERINTENDENT'S REPORT**

Superintendent Manuel reported on the following:

- The Proficiency-Based Leadership committee met two days last week and did a lot of planning for the system.
- Dr. Manuel thanked Board member Ensel for offering his place of business to the administrative team to have their retreat this summer.
- New staff orientation will be held on August 25<sup>th</sup>.
- August 30<sup>th</sup> and 31<sup>st</sup> will be professional development days in the district with students starting before Labor Day.
- Currently we have four ed tech positions, a part-time health position at Woolwich and a PreK teacher position at Woolwich that are still open.
- Assistant Superintendent Harvey presented the Professional Development plan for this year and highlighted some of the upcoming training that will be available for teachers as well as ed techs. A representative from NWEA will be providing data training for the administrative team this year and will go over all the reports and how we can best use the information to improve instruction.
- Dr. Manuel acknowledged the work that Benchmark, Facilities Director David Richards and his crew have done over the summer. Summer projects included a lot of painting, new signs at Fisher-Mitchell and Dike-Newell, enlarging the Fisher-Mitchell office area and work on the Fisher-Mitchell bathrooms.

## **FINANCIAL REPORT**

Business Manager Debra Clark presented the financial reports for the month ending June 30, 2016 and July 31, 2016. The June report is unaudited but shows that we will have \$354,000 remaining in expenditures when the audit is complete. As expected, the Special Education Tuition cost center is in the negative by \$163,000. Co- & Extra-Curricular and School Administration cost centers are also a negative amount as a result of the distribution of salary and benefits based upon how we had budgeted for negotiations. The July report shows expenditures that includes payroll and benefits for the July contract staff and the beginning of purchasing supplies for the new school year.

## **REVIEW OF BOARD GOALS**

Chairperson Harkins asked the Board to begin thinking about the Board goals for this year and suggested that the Board have a special meeting before the September Board meeting to focus on working on our goals.

## **SECOND READING OF POLICY JICB – CARE OF SCHOOL PROPERTY**

**MOTION:** Perkins

**SECOND:** August

**VOTE:** Board (6-0)  
Students (1-0)

**TO:** Approve Policy JICB – Care of School Property as written.

## **PERSONNEL ITEMS - Report**

The Board received a list of the Schedule B appointments for the 2016-2017 school year.

## **PERSONNEL ITEMS - Action**

**MOTION:** Perkins

**SECOND:** Walton

**VOTE:** Board (6-0)  
Students (1-0)

**TO:** Approve the nomination of Brandi Tainter, School Nurse (one day per week) at Phippsburg School as presented.

## **OVERNIGHT FIELD TRIP REQUESTS FOR STUDENTS TO PARTICIPATE IN THE FLOW PROGRAM**

**MOTION:** Perkins

**SECOND:** Walton

**VOTE:** Board (6-0)  
Students (1-0)

**TO:** Approve the three field trip requests for students to participate in the FLOW program as a group.

## **FIRST READING OF BOARD POLICIES**

The Board reviewed following policies:

- JRA – Student Education Records and Information
- JICA – Student Dress – The Board requested that the administrators review the policy before it comes back to the Board for a second reading. Chairperson Harkins also asked for clarification as to why the name of the policy was changed from “Student Dress Code” to “Student Dress.”

## **PUBLIC COMMENTS**

None

## **NEXT MEETING DATE AND LOCATION**

- Next regular RSU 1 Board Meeting; Monday, September 26, 2016 at Phippsburg School

## **EXECUTIVE SESSION**

**MOTION:** Walton

**SECOND:** Perkins

**VOTE:** Board (6-0)  
Students (1-0)

**TO:** Enter into executive session to discuss a real estate matter at 7:42 pm.

## **GENERAL SESSION**

**MOTION:** Perkins

**SECOND:** Walton

**VOTE:** Board (6-0)

**TO:** Return to general session.

## **VOTE ON AMENDED OPTION AGREEMENT**

**MOTION:** August

**SECOND:** Fuller

**VOTE:** Board (6-0)

**TO:** Approve the amended option agreement dated August 16, 2016.

**ADJOURN**

**MOTION:** Perkins

**SECOND:** Walton

**VOTE:** Board (6-0)

**TO:** Adjourn.

Respectfully submitted,

Patrick Manuel  
Secretary

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