

MINUTES OF THE REGIONAL SCHOOL UNIT 1 MEETING HELD JULY 20, 2010 AT 6:00 PM AT ARROWSIC TOWN HALL. (NOTE: These minutes are not official until approved by the Board. Such action, either to approve or amend and approve, is anticipated at the August 16, 2010 meeting).

Members Present: Charles Durfee, Chairperson; Julie Rice, Vice Chairperson; David Barber, Timothy Harkins, Frances Tolan, Betsy Varian; Zack Shaw, Student Representative; William C. Shuttleworth, Superintendent of Schools

Members Absent: Chet Garrison

Others Present: Emily Thompson, Peter Kahl, Sharon Brown, Seth Koenig, Sukey Heard

CALL TO ORDER

Chairperson Durfee called the meeting to order at 6:02 PM.

RECOGNITION AND COMMENTS FROM CHAIR

Chairperson Durfee thanked Arrowsic for hosting the meeting. Mr. Durfee reported that we are continuing to have ongoing negotiation sessions with the teachers. They met this afternoon and will meet again tomorrow and August 10th. The Board is committed to having a contract by the end of the summer. Mr. Durfee also recognized our student representative Zack Shaw for attending tonight's meeting and being a great addition to the Board.

APPROVE/AMEND MINUTES OF JUNE 14, 2010

The minutes were revised as follows:

- The first executive session was to hear a grievance brought to the Board by the SEA.
- Page 4 under Woolwich Building Committee Report, 4th sentence – change “form” to “from.”

MOTION: Rice

SECOND: Barber

VOTE: Board (6-0)

Students (1-0)

TO: Approve the minutes of June 14, 2010 as revised.

ADJUSTMENTS TO AGENDA

The following adjustments were made to the agenda:

- Item 11.3 Schedule B nominations
- Old Business – MHS 4 x 4 Schedule Discussion

PUBLIC SESSION

Arrowsic Selectwoman Sukey Heard welcomed the Board to Arrowsic.

WOOLWICH BUILDING COMMITTEE REPORT

Superintendent Shuttleworth reported that there will be a pre-construction meeting tomorrow at central office to formally sign the contract. The move to Huse is going well with many teachers already settled into their classrooms. Student pick-up and drop-off routes have been finalized with the Bath police and signage has been posted outside of the building. Mr. Shuttleworth acknowledged David Richards and his staff for their hard work in getting the building ready for the fall. David has salvaged a lot of items from the old school to use and has given away parts of the building he didn't need but is still usable. Tom Soule has also had several meetings with the Bath Middle School athletic director to finalize the use of the athletic fields for the Woolwich athletic programs.

SUPERINTENDENT'S REPORT

Superintendent Shuttleworth reported on the following:

- The State of Maine was notified by the federal government that there will be \$100 million less in Medicaid funding this year. The Governor has already announced that if this happens \$40 million from education will be cut from the state budget. This would result in approximately \$600,000 being cut from RSU 1 state subsidy. Mr. Shuttleworth will be working with the administrators to make a plan to address this shortfall. The district ended the year with approximately \$300,000 in the black which was a credit to the work done by Ruth Moore and Debra Clark this year.
- We have been aggressively applying for grants and have been awarded a comprehensive health grant to help provide a small stipend to someone for this additional work on our wellness curriculum. We have also been awarded the Barbara Bush Literacy Grant in the amount of \$25,000 which will be used to create a multigenerational literacy center at Dike-Newell. This center will provide adult literacy and adult education programs.
- Superintendent Shuttleworth has been invited to Boston on August 2nd to meet with representatives regarding the Jessie B. Cox grant. The primary focus of the grant is early childhood education. If we are awarded this grant the funds would be used to support other children we didn't budget for this year.
- The Shallop Project is an undertaking to build a reproduction of a 16th century wooden workboat which will be completed by Morse High School 9th and 10th graders

under the direction of lead teacher Eric Varney. The boat is being built at Howie Kirkpatrick's place on Front Street. Will West is serving as the Shallop Project Boatwright. Mr. Shuttleworth recognized some of people who have made this project possible such as the Bath Rotary, BIW, Lowes, Sharon Drake and Tom Hoerth along with many of the volunteers who give of their time every day. Retired Phippsburg teacher Merry Chapin is actively participating in this project.

- The administrators attended a retreat last week at the Back River Boat Yard. One goal that was discussed was to have 100% of our students graduate from high school. This year we had around 90% of our students graduate.
- Staff attended a two day workshop on standards based education presented by Mark Kostin from Great Maine Schools Partnership.
- RSU 1 will be renegotiating our transportation contract with Bath Bus Service.
- The district will not be increasing the cost of food this year. The food service program ended the year with a balance although it was less than last year. This is due to eliminating unhealthy foods from our schools which were revenue producing.

SAG FOLLOW-UP

Chairperson Durfee reported that the Board met with representatives from each SAG in May. Some of the representatives felt that they need more specific guidelines and direction on what their focus should be. Board member Harkins stated that some of the communities feel that they are not getting enough information about what is going on in schools. One directive for next year would be to have the SAGs responsible for submitting regular reports to each community and being present at the town meetings to answer questions/concerns that may come up pertaining to the school system.

The role of the SAGs is clearly defined in the Board policy. Because some SAGs have been more active than others, the Board suggested sending the policy to the principals, in their role as SAG leaders, to encourage people to join and become more active. Another meeting with the SAGs will be scheduled in the fall.

MORSE HIGH SCHOOL 4 x 4 SCHEDULE

Board member Harkins spoke to a few parents and staff members about the 4 x 4 schedule since our last Board meeting and felt it is the Board's obligation to cast a vote in favor of implementing the 4 x 4 schedule.

Morse Principal Kahl reported that the schedules were completed by June 15th and there were some conflicts with the AP classes; however, we were able to accommodate 95% of the student requests. The schedule will be tweaked next year in order to avoid these conflicts. Students will be receiving more instruction this year with this change in schedule. Last year there were 22 study halls offered but next year there will only be 4 study halls scheduled. Academic help will be available during these study halls as well.

MOTION: Harkins

SECOND: Barber

VOTE: Board (6-0)

Students (1-0)

TO: Support the administration at Morse High School and the implementation of a 4 x 4 schedule and request that the Board receives reports over the course of the school year as to how the transition is going.

PERSONNEL ITEMS

Superintendent Shuttleworth reported that Kristin Ortiz, Grade 2 teacher in West Bath, will be taking a year leave of absence due to a family illness.

MOTION: Durfee **SECOND:** Rice **VOTE:** Board (6-0)
Students (1-0)

TO: Accept the resignation of the following staff members with regret:

Seth Thompson, Technology Director, District
Cynthia Hutchins, Psychological Examiner, District

At Superintendent Shuttleworth's request, Special Education Director Sharon Brown and Morse High School Principal Peter Kahl reviewed the hiring process for the high school special education position due to the fact that Valerie Boubel is Mr. Shuttleworth's daughter. Mrs. Brown explained the importance of bringing stability to the Morse High School special education staff and to hiring teachers with content knowledge and co-teaching experience. Mrs. Boubel worked in this position last year as a long term substitute. The position was posted in the spring and again in mid-June. The committee interviewed four candidates which resulted in two finalists. Mrs. Boubel had more teaching experience and great references from her previous position at Cheverus. Assistant Superintendent Bob Young will be reviewing Mrs. Boubel's evaluations. Mrs. Brown reported that Mrs. Boubel is eligible for a conditional special education certificate.

Chairperson Durfee reviewed the nepotism policy to the Board which included an exception clause which states, "The board may approve an exception to this policy where the board determines that granting of such exception is in the best interest of the school system."

MOTION: Durfee **SECOND:** Tolan **VOTE:** Board (6-0)
Students (1-0)

TO: Approve the nomination of Sabrina Vasoll, Guidance Counselor (3 days/wk), PB.

MOTION: Durfee **SECOND:** Rice **VOTE:** Board (6-0)
Students (1-0)

TO: Approve the nomination of George McGinty, Art teacher (2 days/wk), FM.

MOTION: Durfee **SECOND:** Rice **VOTE:** Board (6-0)
Students (1-0)

Barbara Mills, Varsity Field Hockey coach, BMS

Mark Anderson, Baseball coach, BMS

SECOND READING OF POLICY GCG-R SUBSTITUTE TEACHER – SCHEDULING

Vice Chairperson Rice stated that the policy was revised due to a request from the teachers' union.

MOTION: Harkins

SECOND: Barber

VOTE: Board (6-0)

Students (1-0)

TO: Approve the second reading of Policy GCG-R Substitute Teacher – Scheduling as read.

FIRST READING OF POLICY IKE AND IKE-R PROMOTE AND RETENTION OF STUDENTS

The Board recommended the following revisions:

- Change the title of the policy to “Retention of Students”
- Policy IKE - Revise the 2nd sentence of the 1st paragraph to read “When considering retention, it should be abundantly clear that such action will significantly...”
- Policy IKE – Under middle school Guidelines for Retention – A – revise to read “Students who are considered for retention and their parents shall be notified by April 1.”
- Policy IKE-E needs to be revised also.
- Policy IKE-R – A – revise to read “The teacher brings his/her concerns about the possible need for retention with a full written report including the rationale for...”
- Policy IKE-R – B – revise to read “...the parents shall be informed that the student is being referred to a review panel of appropriate staff.”

FIRST READING OF POLICY KBF, KBF-E1 AND KBF-E2 RSU 1 PARENT INVOLVEMENT IN TITLE I

Superintendent Shuttleworth reported that the Title I policies are a result of the Title I audit last year when we were sited as not having a policy talking about parent involvement. The policy is a template that was provided by the federal government along with some language that was adapted to RSU 1.

FIRST READING OF POLICY EEBB AND EEBB-R USE OF PRIVATE VEHICLES ON SCHOOL BUSINESS

Vice Chairperson Rice stated that the policy was presented to the policy committee due to the need to specify the guidelines for the possible occurrence where students are transported by staff in their private vehicles to school sponsored events. The parent permission form will be a part of the packet going home to parents in the fall. The staff permission form should be revised as follows:

- Question 1 – “Do you affirm that you carry.....”

FIRST READING OF POLICY JLCE-R FIRST AID

Vice Chairperson Rice stated that the school nurses had reviewed the First Aid policy and sent their recommendations to the policy committee. Some of their recommendations were included in the revised policy. Mrs. Rice also requested the following revision:

- Under C – revise to read “The parent shall be responsible for any fees in connection with (B) above.”

FIRST READING OF POLICY JHBB – RSU 1 ATTENDANCE POLICY

The Board requested that the policy is emailed out to the high school staff for their review and feedback.

Policy JHBB was revised as follows:

- Under Make-Up Work, 3rd paragraph – Revise to read “All excused absences, including absences due to disciplinary actions....”
- Under Make-Up Work, 1st paragraph – remove the second sentence.
- Under Make-Up Work, 4th paragraph – Revise to read “If a student has experienced hardships or extenuating circumstances that prevented him or her from being successful in a course due to attendance...”

FIRST READING OF POLICY JICH AND JICH-R – DRUG AND ALCOHOL USE BY STUDENTS

Board member Tolan stated that all references to tobacco were removed from the policy because we have a policy that addresses tobacco use. Morse High Principal Kahl explained that the policy was revised to show a distinction between those students buying drugs or alcohol and those distributing drugs or alcohol. The policy has also been aligned with the RSU 1’s co-curricular policy.

Policy JICH-R was revised as follows:

- Under D Miscellaneous Points – replace “Bath Police Department” with “appropriate law enforcement agency.”

SET NEXT MEETING DATES AND LOCATIONS

- Next RSU 1 Board meeting; Monday, August 16, 2010 at Fisher-Mitchell School.

EXECUTIVE SESSION

MOTION: Durfee

SECOND: Rice

VOTE: Board (6-0)

Students (1-0)

TO: Enter into executive session pursuant to 1 M.R.S.A § 405 (6)(D) to discuss labor contract discussions at 8:11 PM.

RETURN TO GENERAL SESSION

ADJOURN

The meeting was adjourned at 8:52 PM.

Respectfully submitted,

William Shuttleworth

Secretary