

MINUTES OF THE REGIONAL SCHOOL UNIT 1 MEETING HELD MARCH 28, 2011 AT 6:00 PM AT BATH MIDDLE 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 April 27, 2011 meeting).

Members Present: Timothy Harkins, Chairperson; Julie Rice, Vice Chairperson; Chet Garrison, Robin Buczkowski, Alan Walton, David Barber; Zack Shaw, Elizabeth Young, Student Representatives; William C. Shuttleworth, Superintendent of Schools

Members Absent: Betsy Varian

Others Present: Sharon Brown, Nancy Harriman, Kari Babcock, Emily Thompson, Tom Soule, Peter Kahl, Joel Austin, Sally Brown, Louis Solebello, Kim Emerson, Pam Moody, Ross Berkowitz, Rick Joyce, Laura Joyce, Tom Rackmales, Dean Emmerson, Andy Kenny, Julie Kenny, Seth Koenig and members of the RSU 1 community

CALL TO ORDER

EXECUTIVE SESSION

MOTION: Rice

SECOND: Barber

VOTE: Board (6-0)

TO: Enter executive session pursuant to 1 M.R.S.A. § 405(6)(A) to discuss employment of officials/appointees/employees (5:00 PM).

GENERAL SESSION

MOTION: Walton

SECOND: Barber

VOTE: Board (6-0)

TO: Enter into general session at 6:12 PM.

The Pledge of Allegiance was recited.

RECOGNITION AND COMMENTS FROM CHAIR

Chairperson Harkins thanked Bath Middle School for hosting the meeting and highlighted some recent events in the district. Mr. Harkins congratulated Woolwich Central School for raising over \$12,000 for their Washington, DC trip during their annual auction held over the weekend.

Chairperson Harkins reported that during this year alone 33 students have moved into Fisher-Mitchell School while 22 students move out of the school. This is an example of an important thing to think about during the budget process and the impact this has on the district.

Chairperson Harkins thanked Superintendent Shuttleworth for continuing to work on the staff evaluation process with the goal to evaluate all staff district-wide consistently and effectively.

Morse High School will be holding a 4x4 panel discussion on Thursday, April 7th from 5:00-7:00 PM. Representatives from Cony High School and Deering High School will be present to talk about their experience using the 4x4 schedule.

APPROVE/AMEND MINUTES OF FEBRUARY 28, 2011

The minutes were revised on page 5 – Public Comments. The last sentence in the first paragraph should read, “She stated that she has deep concerns about not teaching the traditional algorithms.”

MOTION: Barber

SECOND: Garrison

VOTE: Board (6-0)
Students (2-0)

TO: Approve the minutes of February 28, 2011 as revised.

ADJUSTMENTS TO AGENDA

Superintendent Shuttleworth adjusted the agenda as follows:

- Under Personnel Items – add resignation of Larry Bean, Information Systems Coordinator for Technology
- Under Staff Report – the Interact Club Presentation was removed from the agenda.
- Schedule B Report – will be a report on the current status and will not be an action item

PUBLIC SESSION

Woolwich resident Charlie Durfee presented his thoughts and suggestions in the spirit of helping the district find its way through another budget season. Mr. Durfee stated that all shareholders including parents, students, staff and community members should share the responsibility and burden during this process. Some ideas for savings would include no raises for the employees in RSU 1, furlough days, unfilled positions realized through retirements/resignations, and cuts in programs, personnel and other expenses. The community needs to agree to a tax hike. Everyone needs to be involved and share in the responsibility.

Bath resident Claire Berkowitz shared her experience working with the Officer Salty Program at Fisher-Mitchell today and how much the students learned through this hands-on experience.

Bath resident and Morse High School teacher Tom Rackmales stated that he serves as a coach in RSU 1 and would not recommend a raise for the Schedule B positions. Mr. Rackmales felt that those who coach do it for the love of it and for the kids. Mr. Rackmales also stated that everyone including administrators and teachers should think about taking a pay freeze as a fundamental way to share in the sacrifice.

STAFF REPORT

Mrs. Trundy's report was postponed until the April Board meeting.

WOOLWICH BUILDING COMMITTEE REPORT

Superintendent Shuttleworth reported that the steel girders are up in the academic wing. The current septic system is inoperable and has been redesigned and will be moved closer to the school. He will be taking this to the Woolwich Planning Board next week for approval and sanctions. Mr. Shuttleworth encouraged people to stop by the site to see the progress that has been made. We are still pushing hard to have a generator for backup support for the woodchip boiler and have spoken with State Architect Scott Brown to get his approval.

AD HOC MATH CURRICULUM COMMITTEE

Superintendent Shuttleworth reported that due to the interest in Everyday Math an ad hoc committee was formed to meet 3 times between now and May to look at the current status of the math program. The committee will make a formal recommendation for improving or changing the product, or moving forward with the program. Members of the committee will visit other schools that are outperforming RSU 1 to observe their math program. Along with the Superintendent, the committee consists of administrators, math teachers, elementary teachers and members of the community.

SUPERINTENDENT SEARCH COMMITTEE REPORT

Vice Chairperson Rice reviewed the superintendent search process for the public. The search committee screened the applications and chose the candidates they recommended to be interviewed. The members included Eric Varney, Sharon Brown, Joel Austin, Jim London, Tim Harkins, Betsy Varian and Julie Rice. We have now moved on to the interview process. The interview committee consists of the same members on the search committee along with Lori Franklin, Jason Libby, Tom Soule and Ruth Moore. A special Board meeting will be held before our next regular Board meeting to approve the nomination of the successful candidate.

SUPERINTENDENT'S REPORT

Superintendent Shuttleworth reported on the following:

- The district has received the following grants:
 - Fisher-Mitchell has received a \$10,000 grant to purchase a touch tank.
 - American Legion donated \$2,000 towards the swimming program in RSU 1.
 - The Shallop Project received a \$15,000 grant from the Davis Foundation.
 - BRCTC received \$15,000 from a private donor to buy state of the art diagnostic equipment for the automotive program.
 - Dike-Newell received a \$2,800 grant from Davenport Trust to buy leveled textbooks.
 - The Bath PTA received a \$10,000 grant from Davenport Trust for summer camp experiences for kids.
 - The Woolwich auction held Saturday night was a great success and an example of the community coming together to raise funds for our kids.

- Odyssey of the Mind students competed in the OM state tournament at Sanford High School on Saturday. Our West Bath students came in first and will be going to the nationals in May. The Morse High School students place second.
- A group of 15 people from Hillsboro, NH visited Woolwich School on Thursday to review our wellness policy and food service delivery program. Our guests were very impressed and felt we were ahead of the curve with our wellness policy. Mr. Shuttleworth acknowledged the Woolwich staff and Ellen Beal for all their hard work.
- Parent/teacher conferences are coming up next month and Superintendent Shuttleworth took a moment to remind parents of the importance of these meetings and encouraged all parents to make an appointment to discuss their children's progress.
- A large number of fundraiser requests were included in the Board packet.
- RSU 1 has implemented a spending freeze except for essentials until the end of the school year. Every principal reviews each request thoroughly before it is processed.

REVIEW OF BOARD GOAL PROGRESS

Chairperson Harkins read the District Goal for the public: *Increase the percentage of students who are proficient in literacy and math by 10% as measured by local assessment and/or increase the percentage of student's making a year's growth in literacy and math by 10% as measured by local assessment.*

Superintendent Shuttleworth reviewed the strategies and the district's progress towards meeting the district goal. Mr. Shuttleworth stated that he will have more data next month which he will provide to the Board at the April Board meeting.

SUPERINTENDENT OF SCHOOLS JOB DESCRIPTION

MOTION: Garrison

SECOND: Walton

VOTE: Board (6-0)
Students (2-0)

TO: Approve the Superintendent of Schools job description as written.

PRESENTATION OF DRAFT BUDGET

Chairperson Harkins reviewed the budget process for the public. Superintendent Shuttleworth stated that the Board charged him to present a budget with a 0%, 2% and 3% increase. Administrators put in many hours working out the details of the proposed budget. Over the next couple of weeks there will be a number of public meetings and workshops to discuss the budget. Administrators are finding it more and more challenging to find cuts that don't impact our kids. Next year we will be looking at establishing a finance committee to look at options in our district. Mr. Shuttleworth will be meeting with the union presidents tomorrow afternoon to identify positions that could be affected by the proposed budget. Staff members will be informed of the cuts at the building level on Wednesday. We value the results of our community survey which listed small class sizes, need for AP classes and vocational education for kids who need hands on learning as very important. We have locked in our fuel oil for a two-year period and our transportation budget through 2013. Capital improvements will be substantially cut next year. We need to balance the needs of the taxpayers and the needs of the children in this budget. Everyone's voice is essential in this process and members of the public are encouraged to

attend one of the workshops that have been scheduled to discuss the details of the budget.

Mr. Harkins reviewed the schedule for the upcoming Board/budget meetings:

Wednesday, March 30	Public Hearing	MHS Cafeteria (6:00 PM)
Monday, April 4	Public Hearing	BMS Cafeteria (6:00 PM)
Monday, April 11	Board/A-Team Workshop	BRCTC, Room 301 (5:00 PM)
Wednesday, April 27	Board Meeting	West Bath (6:00 PM)
Thursday, April 28	Public Hearing to discuss impact of proposed budget	BMS Cafeteria (6:00 PM)
Tuesday, May 10	Special Board Meeting	MHS Cafeteria (6:00 PM)
Tuesday, May 31	District-wide Budget Meeting Vote	BMS Gymnasium (6:00 PM)
Tuesday, June 7	Referendum Vote	

Board member Garrison stressed the importance of the public coming to the hearings to voice their concerns, recommendations and suggestions.

PERSONNEL ITEMS

Superintendent Shuttleworth reported on the following resignations:

- Christina Hagan, Ed Tech III, MHS
- Sally Adair, Foreign Language teacher, MHS
- Larry Bean, Information Systems Coordinator for Technology

ADMINISTRATOR CONTRACTS

MOTION: Garrison **SECOND:** Barber **VOTE:** Board (6-0)
Students (2-0)

TO: Approve the recommendation and nomination of the Superintendent of Schools to elect the following administrators for the 2011-12 school year (Article VII.B of the Agreement between the RSU 1 Board of Directors and RSU 1 School Administrators Group):

Peter Kahl, Principal, Morse High School
Sally Brown, Principal, Dike-Newell School
Louis Solebello, Principal, Bath Middle School
Tom Soule, Principal, Woolwich Central School
Emily Thompson, Principal, West Bath School
Kari Babcock, Principal, Phippsburg Elementary School
Joel Austin, Director, BRCTC
Ross Berkowitz, Assistant Principal, BMS/MHS
Scott Walker, Athletic Director, Morse High School
Jay Lemont, Assistant Principal, Morse High School

ADMINISTRATOR CONTRACTS

MOTION: Garrison **SECOND:** Walton **VOTE:** Board (6-0)
Students (2-0)

TO: Approve the recommendation and nomination of the Superintendent of Schools to elect the following administrator for the 2011-12 school year (Article VII.A of the Agreement between the RSU 1 Board of Directors and RSU 1 School Administrators Group):

Nancy Harriman, Principal, Fisher-Mitchell School

ADMINISTRATOR CONTRACTS

MOTION: Garrison **SECOND:** Buczkowski **VOTE:** Board (6-0)
Students (2-0)

TO: Approve the following administrator nominations for the 2011-12 school year:

Sharon Brown, Special Education Director
Pam Moody, Adult Education Director

SCHEDULE B COMMITTEE REPORT

Chairperson Harkins stated that the SEA Presidents and members of the Board have not been able to meet to review the Schedule B Committee Report. The meeting will be rescheduled with the intent of the Board taking action on it next month.

GIFTED AND TALENTED TEACHER JOB DESCRIPTION

The job description was revised to specify that a K-12 endorsement is required.

MOTION: Garrison **SECOND:** Rice **VOTE:** Board (6-0)
Students (2-0)

TO: Approve the Gifted and Talented Teacher job description as revised.

MLTI COORDINATOR AND TECHNOLOGY SUPPORT SPECIALIST JOB DESCRIPTION

MOTION: Walton **SECOND:** Rice **VOTE:** Board (6-0)
Students (2-0)

TO: Approve the MLTI Coordinator and Technology Support Specialist job description as written.

OUT-OF-STATE OVERNIGHT FIELD TRIP REQUEST FROM WCS 8TH GRADERS

MOTION: Barber **SECOND:** Walton **VOTE:** Board (6-0)
Students (2-0)

TO: Approve the out-of-state overnight field trip request from WCS 8th graders.

OUT-OF-STATE FIELD TRIP REQUEST FROM PHIPPSBURG 4TH AND 5TH GRADERS

MOTION: Walton **SECOND:** Rice **VOTE:** Board (6-0)
Students (2-0)

TO: Approve the out-of-state field trip request from the Phippsburg 4th and 5th graders to visit Boston, MA.

FIRST READING OF POLICY CB SCHOOL SUPERINTENDENT

Vice Chairperson Rice stated that Maine School Management Association provided the Board with policies regarding the superintendent of schools position during their Board workshop. The policy language stated that a majority vote of all members of the board shall be required when selecting a superintendent.

FIRST READING OF POLICY CBD SUPERINTENDENT'S CONTRACT

Superintendent Shuttleworth stated that the policy committee added a sentence to this policy when addressing how to discharge a superintendent as that language was not provided in the original policy.

FIRST READING OF POLICY BE REGULAR BOARD MEETINGS

Vice Chairperson Rice reported that the policy was revised to read that the Board will meet every fourth Monday, addressed the length of the meetings and where the agendas are posted. Board member Garrison suggested revising the last sentence in the first paragraph to include "or a written request by three members of the Board of Directors."

FIRST READING OF TOBACCO-FREE SCHOOL POLICY

Superintendent Shuttleworth acknowledged Assistant Principal Ross Berkowitz for his efforts in drafting this policy. Mr. Berkowitz stated that if the policy is accepted the district will be able to receive free signage from Tobacco-Free Maine.

FIRST READING OF POLICY JJEAFUND-RAISING ACTIVITIES

Vice Chairperson Rice stated that the policy committee revised the policy in order for it to comply with the district wellness policy, particularly with the large amount of fundraiser requests. Chairperson Harkins voiced his concern about the number of fundraisers and that the same people seem to get targeted over and over. Mr. Harkins expressed the need to recognize this and be sensitive to it.

FIRST READING OF POLICY ILD EDUCATIONAL RESEARCH: STUDENT SUBMISSION TO SURVEYS, ANALYSES, OR EVALUATIONS

Superintendent Shuttleworth stated that we need to provide safety to our children and make sure that any surveys or evaluations are done within strict confines of protecting our children. Vice Chairperson Rice reported that the policy states that parents are notified ahead of time and can always opt their child out of participation in any survey, analysis, or evaluation.

FIRST READING OF POLICY IK REPORTING OF STUDENT ACADEMIC ACHIEVEMENT

Superintendent Shuttleworth stated that the district had an old policy; however, it didn't have much substance to it. The expectation is that a guidance counselor or teacher will

communicate with parents if there is a decline in their child's performance. Student Representative Shaw suggested including technology as a primary source of communication.

PUBLIC COMMENTS

Bath resident Patti Shuttleworth reported that the Tsugaru Program will be holding a fundraiser on April 9th in support of the Japan recovery efforts. The event will start at the Bath YMCA with a lap swim and conclude in the evening at Grace Episcopal Church with a silent auction and light hors d'oeuvres. Those wishing to donate to our Sister State, Aomori, for their recovery efforts should contact Carolyn Lockwood at Bath City Hall.

Bath resident Claire Berkowitz stated that Bath has a high rate of child poverty. Bath has 25% of children under five years old living in poverty which is higher than the state average. It costs more to educate children in poverty than those living in an upper income household. It is much more costly in the end to have a high school dropout. To those not wanting to see their taxes go up, they will see it in other ways if we don't support our school district. Mrs. Berkowitz voiced her support of Charlie Durfee's ideas and thanked the Board for their hard work.

NEXT MEETING DATES AND LOCATIONS

- Next RSU 1 Board meeting; Wednesday, April 27, 2011, West Bath School

EXECUTIVE SESSION

MOTION: Garrison **SECOND:** Walton **VOTE:** Board (6-0)

TO: Enter executive Session pursuant to 1 M.R.S.A. § 405(6)(E) to discuss litigation, pending or contemplated (7:45 PM)

The Board entered executive Session pursuant to 1 M.R.S.A. § 405(6)(A) to discuss appointment of officials/appointees/employees.

ADJOURN

MOTION: Walton **SECOND:** Garrison **VOTE:** Board (6-0)

TO: Adjourn at 8:15 pm

Respectfully submitted,

William C. Shuttleworth
Secretary