

**MINUTES OF THE REGIONAL SCHOOL UNIT 1 MEETING HELD December 19, 2016 AT 5:00 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 **January 23, 2017** meeting).**

---

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

**Members Absent:** Sarah Gray

**Others Present:** Debra Clark, Judith Harvey, Jason Libby, Ross Berkowitz, Monica Blatt, Mary Parker, Joan Newkirk

---

### **CALL TO ORDER**

Chairperson Harkins called the meeting to order at 5:10 pm and the Pledge of Allegiance was recited.

### **RECOGNITION AND COMMENTS FROM CHAIR**

None

### **APPROVE/AMEND MINUTES OF NOVEMBER 28, 2016**

**MOTION:** August

**SECOND:** Ensel

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

**TO:** Approved the minutes of November 28, 2016 as written.

### **ADJUSTMENTS TO AGENDA**

The agenda was adjusted to include Item 12.3 Out-of-state, overnight field trip request for MHS students to participate in the Ocean Bowl Competition in New Hampshire.

### **PUBLIC COMMENTS**

Woolwich resident Beth Schultz spoke in support of adopting a communication policy in the district. Ms. Schultz passed out a few examples of ways other districts communicate with their parents. Ms. Schultz felt that it is important for us to model strong communication as we begin to work with students to improve the way that they communicate.

### **LITERACY MENTORING PARTNERSHIP**

Fisher-Mitchell Literacy teacher Monica Blatt provided the Board with the background of the program as we are now in our second year. The goal of the program is to build relationships between the elementary students and high school students through literacy. This year the funding from the Barbara Bush Foundation is available to the 2<sup>nd</sup> grade at Dike-Newell School. Ms. Blatt stated that she met with Morse Academy teacher Mary Parker to find a way to continue the program at Fisher-Mitchell without the funding and how they could make it better. Ms. Blatt described the differences in the program this year and the plan to expand the program with the help of Fisher-Mitchell teacher Joan Newkirk. Third grader Joseph Smith was present at the meeting and shared his experiences, what he enjoys about the program and his favorite book.

Ms. Parker stated that the high school students are recommended by the guidance counselors and then interviewed by her to make sure that they are good candidates for the program. Ms. Parker also works with the students involved in the Dike-Newell literacy program.

## **FINANCE COMMITTEE**

Vice Chairperson August stated that the Finance Committee met this month. The agenda included an overview of the Special Education budget by Special Education Director Justin Keleher. The materials from this meeting were also shared with the full Board. The next meeting is scheduled to take place on January 5<sup>th</sup>.

## **FACILITIES COMMITTEE**

Board member Perkins stated that the Facilities Committee met last week. During the meeting Facilities Director David Richards reported that some of the tiles at Woolwich Central School have been lifting so he will be bringing some floor specialists together to find out what caused the problem, how to solve it and get it paid for. The schools are scheduled to have their drinking water tested for lead. Phippsburg School has had their water tested and received a clean report. Mr. Richards is working on submitting a test kit for the remaining schools.

Superintendent Manuel stated that all the schools will be tested by the end of January and that the state will be paying for the samples. A specialist looked at the Woolwich floor and found that it is in good shape; however, moisture got on the slab which caused the tiles to lift. The floor will be fixed over February break at a small cost to the district.

## **PROFICIENCY-BASED LEARNING UPDATE**

Assistant Superintendent Judy Harvey reported that the two main conversations that are happening now are what it means to actually meet the standards and discussions around trying to establish common expectations when retaking assessments. We need to provide students an opportunity to retake assessments; however, we do not want this to become common practice. There is a lot of work being done between the middle and high school level departments to compare their work around the standards so that student coming into the high school have a common set of knowledge and skills. The high school staff is working on a new video that talks about the initiation of a standard and how it effects the students. Bob Jordan is taking the lead on this project and Noa Sreden will be doing the artwork. The video should be completed in the near future and posted on our website.

## **MORSE HIGH SCHOOL BUILDING PROJECT**

Superintendent Manuel reported that the yellow book appraisal has been done and he will be meeting with all parties involved to talk about the Economic Development Administration restrictions regarding the West Bath property. The Design Committee, Sustainability Committee, and Building Committee all met on Thursday, December 15<sup>th</sup>. We are distributing flyers to the community during all RSU 1 events to encourage people to get involved with the process. The public meetings have been scheduled in preparation of the straw poll vote that will be scheduled soon. The dates of the meetings are as follows:

- January 11<sup>th</sup> – Phippsburg Town Hall at 6:00 pm
- January 17<sup>th</sup> – Woolwich Town Hall at 6:00 pm
- February 1<sup>st</sup> – Bath City Hall – 6:00 pm
- February 13<sup>th</sup> – Arrowsic Town Hall at 6:30 pm

Chairperson Harkins asked that the meeting agendas be posted on the RSU 1 website.

## **SUPERINTENDENT'S REPORT**

Superintendent Manuel reported on the following:

- Bath Middle School Principal Brandon Ward received an email from the Maine Environmental Education Association (MEEA) stating that Bath Middle School has been named MEEA's 2016 School of the Year. BMS was recognized for their commitment to engaging our students in the environment and their partnership with Chewonki, Kennebec Estuary Land Trust and The Ecology School. Mr. Ward will be presented the award on January 25<sup>th</sup> during the MEEA Awards night ceremony.
- Dr. Manuel attended the Educate Maine conference on December 9<sup>th</sup> which included business and school personnel. RSU 1 teacher Lawrence Kovacs was recognized during the County Teacher of the Year ceremony.
- Students have been invited to a reception at the Hall of Flags on December 21<sup>st</sup> to be recognized for their art work which is on display at the State House.
- Students and staff were acknowledged for their efforts in giving back to our families that are going through a tough time during the holiday season.

## **FINANCIAL REPORT**

Business Manager Debra Clark presented the financial report for the month ending November 30, 2016. Currently 30% of the budget has been expended which follows the trend for previous years. On the revenue side, the district has received 44% of our revenues which is also on track with other years. The report showed that the State Agency Client revenue is coming in to support the state agency client students that we are paying tuition for in RSU 1. The audit is complete and our auditor will be present at the January Finance Committee meeting to go over the report. The budget process starts soon with non-labor budgets due by Friday, January 20<sup>th</sup>.

## **REVIEW OF 2016-2017 BOARD GOALS**

Board member Ritch-Smith reviewed the goals that were addressed during the meeting. In an effort to improve community-wide relationships, we will be going to every town to talk about the new high school which addresses Goal #1. The Superintendent updates the Board at every meeting on the progress of the Morse High School Construction Project which speaks to Goal #2. Goal #3 was the focus during the Board Administrators Retreat this evening that included discussions about the importance of RTI and the STEAM initiative. The addition of the monthly Proficiency-based Learning update has also been very informative.

Chairperson Harkins asked the Board to share their thoughts on the formation of a Communication Committee by having a discussion by email before the next meeting. Board member Ritch-Smith asked that Technology Director Dean Emmerson be included in this discussion to share his input about list serves.

## **PERSONNEL ITEMS - Report**

Superintendent Manuel announced the following retirements and resignations and thanked each staff member for their service:

Retirement(s): Mark Merry, Welding Instructor, BRCTC

Darcy Emerson, Grade 6 teacher, WCS

Resignation(s): Elizabeth Harrington, Physical Education teacher, WCS

## **FIRST READING OF BOARD POLICIES**

- JC – Transgender Students – Guidelines – The policy was reviewed without any revisions.
- JICE – Student Productions and Publications – The policy was reviewed without any revisions.

- JFAA – Admission of Resident Students – The policy was reviewed without any revisions.

#### **FIELD TRIP REQUEST**

**MOTION:** August

**SECOND:** Perkins

**VOTE:** Board (7-0)  
Students (1-0)

**TO:** Approve an overnight field trip request from MHS Ocean Bowl students to participate in the Nor'easter Regional Competition in New Hampshire.

#### **PUBLIC COMMENTS**

None

#### **EXECUTIVE SESSION**

**MOTION:** Perkins

**SECOND:** August

**VOTE:** Board (7-0)  
Students (1-0)

**TO:** Enter Executive Session to discuss acquisition of property pursuant to Title 20-A, Section 405(6)(C) at 5:55 pm.

#### **RETURN TO GENERAL SESSION**

**MOTION:** Ritch-Smith

**SECOND:** Ensel

**VOTE:** Board (7-0)

**TO:** Exit Executive Session at 6:08 pm.

#### **NEXT MEETING DATE AND LOCATION**

- Next regular RSU 1 Board Meeting; Monday, January 23, 2017 in the Bath Middle School Cafeteria at 6:00 pm.

#### **ADJOURN**

**MOTION:** Fuller

**SECOND:** Perkins

**VOTE:** Board (7-0)

**TO:** Adjourn at 6:10 pm.

Respectfully submitted,

Patrick Manuel  
Secretary