

**REGIONAL SCHOOL UNIT NO. 40**  
**MAINE SCHOOL ADMINISTRATIVE DISTRICT NO. 40**

Friendship \* Waldoboro \* Warren \* Washington \* Union  
1070 Heald Highway \* PO Box 701 \* Union \* Maine \* 04862  
(207) 785-2277 Fax (207) 785-3119

Steve Nolan, Superintendent  
Kimberly Schroeter, Director of Instruction

Karla Miller, Business Manager  
Karen Etheridge, Director of Special Services

---

**Board of Directors Meeting**  
**Thursday, July 17, 2014**  
**Central Office**

**MINUTES**

**School Board Members:** Erik Amundsen, Guy Bourrie, Theodore Brown, Ann Donaldson, Dana Dow, Danny Jackson, Robert Jones, Lynda Letteney, Margaret Massengale, William Moody, Sandra O'Farrell, Brooke Simmons, Robert Williams, Dennis Wooster, Errol Silvestri

**Administrators:** Superintendent Nolan, Karen Etheridge, Deborah Howard, Justin Kangas, Matthew Lash, Julia Levensaler, Karla Miller, Katherine Race, Linda Trenholm, Harold Wilson, Christina Wotton

**Others Present:** See Attached Sign-in Sheet

**I. Opening**

A. The meeting was called to order by Superintendent Nolan at 7:31 pm

1. Pledge of Allegiance
2. Declaration of Quorum: 931 – 0
3. Note Absences – N/A
4. Adjustments to the Agenda
  - i. Add to Superintendent Report – notification of resignations
  - ii. Add to Reports from Schools – school resource officer
  - iii. Remove Action Items #3 – Siemens Funding
  - iv. Add to Action Items #8 policies for 2<sup>nd</sup> reading and adoption
5. Reorganization of the Board:
  - i. Nomination of Danny Jackson for School Board Chair: Ann Donaldson  
Second: Sandra O'Farrell  
Vote: 858 – 0 – 73 (Danny Jackson)

- ii. Nomination of Errol Silvestri as Vice-Chair: Sandra O'Farrell  
Second: Maggie Massengale

Nomination of Dennis Wooster as Vice Chair: Bob Jones  
Second: Brooke Simmons

Vote: Errol Silvestri – 526; Dennis Wooster – 221; Abstain – 184  
(Errol Silvestri, Dennis Wooster, Bill Moody)

- iii. Committee assignments – the sign-up sheet was distributed for committee assignments and will be discussed at the next meeting.

## **II. Audience with the Public**

The Board and Administrators introduced themselves.

## **III. Consent Agenda**

Motion to approve the minutes of June 19, 2014: Guy Bourrie      Second: Maggie Massengale      Vote: 834 – 0 – 97 (Bob Jones, Errol Silvestri)

## **IV. Superintendent and/or Chair Reports**

### **A. Superintendent's Report**

1. See written report
2. Notification of Resignations
  - a. Joan Ridgeway - Grade 6 - Union
  - b. Brittany Grierson - CNA - LifeSkills program @ Miller School
  - c. Darcie Watkinson - Grade K - Miller School
  - d. William McClellan - Grade 7/8 Math/Science - Medomak Middle School
  - e. Christina Lanphere - Resource Room - Medomak Valley High School
3. Motion to change Pre-Kindergarten registration from lottery to first come, first serve for this year and reevaluate next year  
Motion: Sandra O'Farrell      Second: Maggie Massengale      Vote: 858 – 0 – 73 (Bill Moody)

### **B. Board Chair's Report**

1. Danny read a letter from the International Association of School Business Officials on Karla Miller receiving certification of a School Business Official from ASBO International.
2. There will be a new committee for FY 2014-15 as Susan Taylor has asked for an Adult Education Committee
3. Sandy thanked Harold Wilson for visiting a MVHS senior in the hospital and delivering her cap and gown.

### **C. Business Manager's Report**

- a. See written report
- b. Financials – revised Financials will be sent out to the School Board

### **D. Presentations – N/A**

### **E. Reports from Schools**

1. MVHS has a new school resource officer – Chris Spear.

### **F. Educational Issues**

### **G. Action Items**

1. Review superintendent nominations
    - a. Christina Labbe – Teaching principal – Friendship Village School
    - b. Jamie White – Pre-K teacher – Miller School
    - c. Kevin Richardson – Science teacher – Medomak Valley High School
    - d. Kara Wordell – Elementary teacher – Miller School
    - e. Crystal Uleau – Kindergarten teacher – Prescott Memorial School
- Motion: Dennis Wooster      Second: Brooke Simmons      Vote: 931 – 0

2. Review and approve budget transfers as follows:
  - a. \$11,000 from Cost Center 1 – Regular Instruction to Cost Center 2 – Special Education
  - b. \$38,000 from Cost Center 1 – Regular Instruction to Cost Center 8 – Transportation
  - c. \$ 1,000 from Cost Center 4 – Other Instruction to Cost Center 8 – Transportation
  - d. \$11,000 from Cost Center 4 – Other Instruction to Cost Center 9 – Facilities and Maintenance
  - e. \$103,296 from Cost Center 5 – Student and Staff Support to Cost Center 9 – Facilities and Maintenance
  - f. \$30,287 from Cost Center 6 – System Administration to Cost Center 9 – Facilities and Maintenance
  - g. \$28,000 from Cost Center 7 – School Administration to Cost Center 8 – Transportation
  - h. \$13,636 from Cost Center 10 – Debt Services – Cost Center 8 – Transportation

Motion: Lynda Letteney      Second: Ann Donaldson      Vote: 803 – 0 – 128  
(Bob Jones, Bill Moody)

3. Motion to approve designating \$5,000 of the Transportation Director’s salary to cover the cost of a Transportation Coordinator for Field Trips for the Transportation Department.

Motion: Maggie Massengale Second: Ann Donaldson

During discussion it was brought up to get the money elsewhere for the positions.

A friendly motion to designate \$5,000 of fund balance to pay for a Transportation Coordinator for Field Trips for the Transportation Department

Motion: Maggie Massengale Second: Ann Donaldson      Vote: 816 – 115

4. Review and approve board meeting calendar for school year 2014/15

Motion: Lynda Letteney      Second: Ann Donaldson      Vote: 931 – 0

5. Approve proposal for 2-day extension to “Best of England” field trip, April 2016

Motion: Lynda Letteney      Second: Dana Dow      Vote: 765 – 55

6. Approve donation from Galen Cole Family Foundation to Warren Community School

Motion: Maggie Massengale Second: Ann Donaldson      Vote: 931 – 0

7. Policies for 2<sup>nd</sup> reading and adoption

Motion: Guy Bourrie      Second: Ann Donaldson      Vote: 803 – 0 – 128  
(Bob Jones, Bill Moody)

- i. JRA – Student Records – Delete
- ii. EEAF – Special Use of Buses
- iii. GCC – Professional Staff Technology Proficiency
- iv. IGA – Curriculum Development and Adoption

- v. IHBGB – Special Education Services for Students in Private School
- vi. IHBG – Home Schooling
- vii. IJ – Selection of Instructional Resources & Materials (2)
- viii. JG – Assignment of Students
- ix. BBA – Board Powers and Responsibility
- x. EHB – School Records Retention Policy
- xi. GCOG – Evaluation of Administrative Staff
- xii. IJJ-E – Challenge of Instructional Materials Form
- xiii. IJJ – Instructional and Library-Media Materials Selection
- xiv. IK – Student Achievement-Evaluation of Student Achievement
- xv. ILA – Student Assessment
- xvi. JLCD – Administration of Medication to Students
- xvii. JRA – Student Education Records and Information
- xviii. JRA-E – Annual Notice of Student Education Records and Information Rights
- xix. JRA-R – Student Education Records and Information Administrative Procedure
- xx. IHBIB – Preschool (Four Year Old Program) Toileting Policy

#### H. Committee Reports

- a. Personnel Committee – TBD
- b. Curriculum Committee – TBD
- c. Facilities -Transportation Committee – TBD
- d. Finance Committee – TBD
- e. Negotiations Committee — TBD
- f. Policy Committee – TBD
- g. Region 8 Committee – TBD
- h. Technology Committee — TBD
- i. Many Flags Committee – TBD
- j. Anti-Bullying Committee – TBD

- I. Motion to enter into Executive Session 1 MRSA § 405 (6) (A) Personnel Issue  
 Motion: Brooke Simmons    Second: Guy Bourrie    Vote: 931 – 0
  - a. Time In: 9:00 p.m.
  - b. Time Out: 9:18 p.m.

- J. There was no action as a Result of Executive Session

#### K. Other Items/Adjournment

The meeting adjourned at 9:18 p.m.

All meetings of the Board, except executive sessions, will be open to the public. All actions of the Board will be taken openly and the deliberations leading to Board action will likewise be conducted openly. The public and district employees are encouraged to attend Board meetings. A time of up to thirty minutes in duration for comments by visitors at Board meetings will be scheduled at the beginning of the Board's agenda. Board committee meetings are open to the public. Public input is welcomed but the Board Chair may need to limit discussion.