

REGIONAL SCHOOL UNIT 40

Friendship • Union • Waldoboro • Warren • Washington
1070 Heald Highway, PO Box 701, Union, Maine 04862
207.785.2277

Steve Nolan, Superintendent
Kimberly Schroeter, Director of Instruction

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

Board of Directors Meeting Thursday, May 5, 2016 Medomak Middle School

MINUTES

School Board Members: Erik Amundsen, Sara Andrews (arrived 7:02 p.m.), Guy Bourrie, Tod Brown, Cheryl Cichowski, Seth Hall, Natasha Irving (arrived 7:02 p.m.), Danny Jackson, Lynda Letteney, Sandra O'Farrell, Dorothy Robinson, Errol Silvestri, Brooke Simmons, Bob Williams, Dennis Wooster

Student Representatives: Patrick White, Jake Faria

I. The meeting was called to order by Chair Danny Jackson at 7:00 p.m.

A. Call to Order

1. Pledge of Allegiance
2. Declaration of Quorum: 602 of 945
3. Note Absences: Cheryl Cichowski, Seth Hall, Sandra O'Farrell, Jake Faria and Patrick White (all excused)
4. Adjustments to the Agenda
 - i. Under Educational Issues, Google Mail Transition will be moved to the May 18th meeting

I. Presentations

Medomak Middle School Wrestling

III. Audience with the Public

IV. Consent Agenda –

Motion to approve Minutes of March 28: Brooke Simmons Second: Errol Silvestri
Vote: 620 – 0 – 124

Motion to approve the minutes of April 7: Brooke Simmons Second: Errol Silvestri
Vote: 675 – 0 – 69

Motion to approve the minutes of April 12: Brooke Simmons Second: Errol Silvestri
Vote: 529 – 0 – 215

V. Superintendent and/or Chair Reports

A. Superintendent's Report

1. Attached

B. Board Chair's Report

1. Attached

C. Business Manager's Report

1. Attached
2. Karla reported out on the action item to authorize Steve and Danny to execute the revolving renovation bond for the Prescott Memorial School air quality project.

D. Student Representative(s) Report

VI. Reports from Schools

VII. Educational Issues

Mid-Coast School of Technology Building Project
~~Google Mail Transition – Linda Trenholm~~

VIII. Action Items

A. Motion to approve policies for 1st reading: Guy Bourrie Second: Lynda Letteney Vote: 744 - 0 - 0

1. BID – Board Member Compensation
2. CB – School Superintendent

B. Motion to approve policies for 2nd reading: Guy Bourrie Second: Dorothy Robinson Vote: 744 - 0 - 0

1. BBAA – Board Member Authority and Responsibilities
2. BBD – Members of the Board of Directors Term of Office ~ Vacancies
3. BCB – Board Member Conflict of Interest
4. BCC – Nepotism
5. BDB – Board Officers
6. BE – Board Meetings
7. BEDB – Agenda (*with revisions*)
8. BEDBA – Agenda Format
9. BEDD – Meeting Procedures/By-laws
10. BEDF – Voting Method and Quorum
11. BEDG – Minutes

C. Motion to approve policies for deletion: Guy Bourrie Second: Dorothy Robinson Vote: 744 - 0 - 0

1. DA – Fiscal Management Goals – Priority Objectives
2. GAB – Job Descriptions

D. Motion to approve the resolution to authorize a school revolving renovation fund bond: Errol Silvestri Second: Guy Bourrie Vote: 744 - 0 - 0

IX. Committee Reports

- A. Personnel Committee – May 5th @ 5:30 p.m. – MMS**
- B. Finance Committee – May 10th @ 7:00 p.m. – Central Office**
- C. Facilities-Transportation Committee – May 12th @ 4:30 p.m. – Central Office**
- D. District Budget Meeting – May 17th @ 7:00 p.m. – MVHS**
- E. Policy Committee – May 24th @ 5:00 p.m. – Central Office**
- F. Curriculum Committee – June 7th @ 5:00 p.m. – MMS**

X. Region 8 Board – May 25th @ 7:00 p.m. – MCST

XI. The meeting Adjourned at 8:21 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.

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Steve Nolan, Superintendent
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Karla Miller, Business Manager
Karen Etheridge, Director of Special Services

To: Members of the Board of Directors
From: Steve Nolan
Date: April 29, 2016
Subject: Board Agenda for May 5, 2016

- I. Opening
- II. Presentations
- III. Audience with the Public
- IV. Consent Agenda
- V. Superintendent and/or Chair Reports
 - A. Superintendent's Report



- A. The Philbrook Speech Contest at MVHS took place on April 13th and I was able to hear student presentations on a variety of topics including organ donors, human trafficking, standardized testing, becoming a musician, and the value of playing chess.
- B. Thank you to Neil Lash and Arla Casselman for making time to teach me about the MVHS horticulture program on April 28th. The work they are doing far exceeds what I can include in this report, and it is amazing! I have included a two-page piece about the *Heirloom Seed Project* from Farms with a Preservation Focus for your review.
- C. I attended the Farnsworth Art Museum Stories Exhibition and art installation at MVHS on April 29th. This collaboration between teachers Brooke Holland and Keri Vilchinsky, Farnsworth Museum staff, guest artist Andrew White, and freshmen students resulted in interdisciplinary artwork now on display next to the front door at MVHS.
- D. Beginning as soon as practical, I would like to promote a *Fragrance Free Work Environment* for our central office staff. With the help of Nurse Linda Jacoby and feedback from the American Lung Association, we have developed a brief description and standards of practice included with this Board packet for your

review. While this document is written to support implementation in any of our schools or district wide if needed, the focus for now will be at the central office including Board meetings. Your efforts to be fragrance free are appreciated by our staff!

VI. Reports from Schools

VII. Educational Issues

VIII. Action Items

A. Approve policies for 1st reading

You will be asked to approve for 1st reading the policies included on the agenda. Please review the policies included in this Board packet.

B. Approve policies for 2nd reading

You will be asked to approve for 2nd reading the policies included on the agenda. Please review revisions to policy BEDB included in this Board packet.

C. Approve policies for deletion

You will be asked to delete the policies included on the agenda. Please review the policies included in this Board packet.

D. Resolution to authorize a school revolving renovation fund bond

You will be asked to authorize a school revolving renovation fund bond in support of the air quality project at Prescott Memorial School.

IX. Committee Reports

X. Region 8 Board

XI. Adjournment

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May 5, 2016

To: School Board Members
From: Karla Miller, Business Manger
Re: Board Report for Business Office, Facilities, Food Service and Transportation

Business Office

- ✓ The Budget Booklet went to the printers today, the warrants have been delivered and the budget validation referendum is all set to go.
- ✓ The closing for the School Revolving Renovation Fund bond is set for May 11th.
- ✓ The auditors will be here June 8th – 10th for their interim work and then again July 25th – 29th for their field work.

Facilities & Maintenance

- ✓ George is processing the waiver paperwork for the Union Elementary underground oil tank replacement. We are hoping to postpone it for a year.
- ✓ Maintenance is working on completing projects from the FY 2016 repairs and maintenance list.

Transportation

- ✓ Transportation is once again in full swing with spring sports and field trips.

Food Service

- ✓ The kitchen staff took the Servsafe exam on April 9. The exam was paid for by a grant through Let's Go 5-2-1-0.
- ✓ The vending machines have been changed to Coca-Cola instead of Federal Distributors. We are hopeful that this change will provide a wider range of product that we can offer the students.
- ✓ Coming up is National School Nutrition week (May 2-6). On May 6 we will be celebrating School Lunchroom Hero Day in our district. So, if you see kitchen employees on that day don't forgot to tell them how much they are appreciated!!!

Board Chair Report 05/05/16

- 1) The District Budget Meeting is 5/17/16 at MVHS at 7:00pm.
- 2) The MVHS Academics Awards has been moved to 5/26/16.
- 3) We will be recognizing Fallyn Adams and Allison Davis at our Board Meeting on 05/19/16.
- 4) We will be recognizing retiring staff at the Board Meeting on 6/02/16.
- 5) We will also be recognizing the Science Olympiad Team on 6/02/16.
- 6) I went to the Philbrook Speech Contest at MVHS on 4/13/16. I was only able to see five of the speeches as I had to leave for work but what speeches I did see made me want to see more of them. You could tell the students put a lot of time and effort into their speeches.
- 7) I was able to see some of the MMS baseball and softball games on 4/28/16. It was a little chilly that night.
- 8) Read thank you letter from Emma Larsen-Soterup

May 5, 2016

Motion: I move that the vote entitled, "Vote to Authorize \$292,000 School Revolving Renovation Fund Financing," be approved in form presented to this meeting and that the Secretary file an attested copy of said vote with the minutes of this meeting.

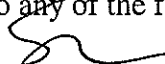
VOTE TO AUTHORIZE \$292,000 SCHOOL REVOLVING RENOVATION FUND FINANCING

1. That under and pursuant to a Regional School Unit No. 40 (the "Governmental Unit") referendum election held on April 5, 2016 to authorize the financing of Health, Safety, and Compliance repairs and improvements at Prescott Memorial School (the "Project"), a Maine Department of Education School Revolving Renovation Fund Project Eligibility Certificate dated January 29, 2016, and all other applicable law, the Chair of the School Board (the "Chair") and the Treasurer be authorized in the name of and on behalf of the Governmental Unit to execute and deliver a Loan Agreement between the Maine Municipal Bond Bank (the "Bond Bank") and the Governmental Unit to effect a loan from the Bond Bank to finance the Project in the principal amount of up to \$292,000.00, but of which amount \$129,677.00 of principal is forgiven by the Bond Bank (the "Loan Agreement"); and that the Loan Agreement be substantially in the form presented at this meeting, with such changes therein not contrary to the general tenor thereof as the Chair and the Treasurer may approve, the execution and delivery thereof to be conclusive evidence of such approval.

2. That under and pursuant to sections 5953-E and 6006(F) of the Maine Municipal Bond Bank Act, sections 1490 and 1501 of Title 20-A of the Maine Revised Statutes, and other applicable law, the Chair and the Treasurer of the Governmental Unit be authorized to borrow in the name and on behalf of the Governmental Unit the sum of up to One Hundred Sixty-Two Thousand Three Hundred Twenty-Three Dollars (\$162,323) from the Bond Bank to finance the Project; that in connection therewith, the Chair and the Treasurer be authorized to issue general obligation securities (bonds or notes) of the Governmental Unit in an original principal amount of up to One Hundred Sixty-Two Thousand Three Hundred Twenty-Three Dollars (\$162,323.00), payable WITH NO INTEREST in five (5) equal annual installments of principal, and to execute and deliver such general obligation bonds or notes (as so executed and delivered, the "Bond") in registered form under the seal of the Governmental Unit and attested by the Secretary; and that the Bond be dated on or about May 11, 2016, and be in substantially the form presented to this meeting, with such changes therein not contrary to the general tenor thereof as the Chair and the Treasurer may approve, the execution and delivery thereof to be conclusive evidence of such approval.

3. That the Chair and the Treasurer, acting singly, be authorized in the name and on behalf of the Governmental Unit to execute and deliver an Assignment of monies transferred by the State of Maine to pay for Project costs and such other instruments, documents, certificates and agreements, and to take or cause to be taken such further actions for and on behalf of the Governmental Unit, as may be necessary, convenient or appropriate to effect the transactions contemplated by the foregoing votes and the documents referenced therein, and that the Secretary of the Governmental Unit be authorized to attest to the foregoing and attach the Governmental Unit's seal to any of the foregoing.

A true copy, attest:



Stephen E. Nolan, Secretary

Note: Include attested copy with meeting minutes