

## 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 Agenda Thursday, July 7, 2016 Central Office

#### Minutes

**School Board Members:** Erik Amundsen, Sara Andrews, Guy Bourrie, Tod Brown, Cheryl Cichowski, Seth Hall, Gail Hawes, Natasha Irving, Danny Jackson, Lynda Letteney, Sandra O'Farrell, Dorothy Robinson, Errol Silvestri, Brooke Simmons, Bob Williams, Dennis Wooster

#### I. Opening

##### A. Call to Order by Steve Nolan at 7:00 p.m.

1. Pledge of Allegiance
2. Declaration of Quorum 706 out of 1000
3. Note Absences – Erik Amundsen (excused), Tod Brown, Cheryl Cichowski (excused), Seth Hall, Natasha Irving (7:01 p.m.), Errol Silvestri
4. Adjustments to the Agenda
  - a. Add under Action Items E – “Resolution to Authorize Issuance of General Obligation Bonds in Principal Amount of \$1,000,000 for Acquiring Furniture and Performing Repair and Maintenance Projects at ALL RSU Schools”
5. Reorganization of the Board:
  - a. Election of Chair – Lynda Letteney nominated Danny Jackson  
Second: Sandra O'Farrell
  - b. Vice-Chair – Lynda Letteney nominated Errol Silvestri  
Second: Sandra O'Farrell
  - c. Danny asked the board members to sign up for committees

#### II. Presentations

#### III. Audience with the Public

- #### IV. Consent Agenda – Approve Minutes of June 16, 2016 with corrections
- Motion: Lynda Letteney      Second: Sara Andrews  
Vote: 651 – 0 – 55 (Gail Hawes)

**V. Superintendent and/or Chair Reports**

**A. Superintendent's Report**

- a. Attached

**B. Board Chair's Report**

- a. Attached

**C. Business Manager's Report**

- a. Attached

**D. Student Representative(s) Report**

**VI. Reports from Schools**

**VII. Educational Issues**

**VIII. Action Items**

**A. Approve nomination of the following:**

- a. Sarah Gagne – Grade 2 Teacher – Union
- b. Erin Clark – Reading Recovery/Interventionist – Warren
- c. Jesse Langford – Accipiter program – MVHS
- d. Michelle LaFrance – LEAD Composite Co-Teacher – Miller
- e. Robin Westcott – Resource Room – MVHS
- f. Amanda Pingree – Literacy Interventionist/Coach – Union
- g. Patricia Crawford – Literacy Interventionist/Coach – Prescott
- h. Kassandra Stotz – Grade 3 Teacher – Union
- i. Nancy Farrin – Grade 3 Teacher – Miller
- j. Gregory Rice – Day Treatment Teacher – MMS

**Motion: Guy Bourrie      Second: Dennis Wooster**

**Vote: 609 – 0 – 97 (Gail Hawes, Brooke Simmons)**

**B. Approve a donation of materials and labor for raised beds from Lowe's for Medomak Middle School**

**Motion: Guy Bourrie      Second: Dennis Wooster**

**Vote: 706 – 0 – 0**

**C. Approve policies for 1<sup>st</sup> reading**

- a. DB – Annual Budget
- b. DIN – Scholarship Trust Funds Investment and Spending Policy
- c. EBCA (EBC) – Comprehensive Emergency Management Plan

**Motion: Guy Bourrie      Second: Natasha Irving**

**Vote: 706 – 0 – 0**

**D. Approve policies for deletion**

- a. DID – Inventories
- b. DJG – Vendor Relations
- c. DJH – Purchasing and Contracting Procurement Staff Code of Conduct
- d. DK – Payment Procedures

**Motion: Guy Bourrie      Second: Natasha Irving**

**Vote: 706 – 0 – 0**

**E. Approve that the resolution entitled, “Resolution to Authorize Issuance of General Obligation Bonds in Principal Amount of \$1,000,000 for Acquiring Furniture and Performing Repair and Maintenance Projects at ALL RSU Schools,” be adopted in form presented to this meeting and that an attested copy of said Resolution be filed with the minutes of this meeting.**

**Motion: Brooke Simmons      Second: Lynda Letteney**

**Vote: 578 – 0 – 128 (Gail Hawes, Danny Jackson)**

**IX. Committee Reports**

**A. Finance Committee – July 21<sup>st</sup> @ 6:30 p.m. – Central Office**

**B. Facilities-Transportation Committee – August 11<sup>th</sup> @ 4:30 p.m. – Central Office**

**C. Policy Committee – September 6<sup>th</sup> @ 5:00 p.m. – Central Office**

**D. Curriculum Committee – September 15<sup>th</sup> @ 5:30 p.m. – FVS**

**E. Personnel Committee – TBD @ 5:00 p.m. – MMS**

**X. Region 8 Board – July 25<sup>th</sup> @ 7:00 p.m. – MCST**

**XI. Adjournment at 7:34 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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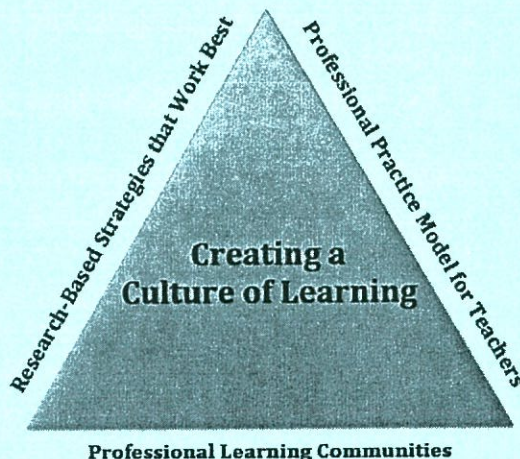
Steve Nolan, Superintendent  
Kimberly Schroeter, Director of Instruction

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

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To: Members of the Board of Directors  
From: Steve Nolan  
Date: July 1, 2016  
Subject: Board Agenda for July 7, 2016

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



1. We are working to refine and improve our hiring process. Applications are reviewed when received and applicants are mailed confirmation of receipt and notification if additional information is needed. We have developed a hiring packet that includes the job posting, job description, interview team, confidentiality form, pre-employment inquiry guide, sample interview questions, scoring sheets, sample reference questions, complete applications, and recommendation for nomination form.
2. Our administrative team completed reading Visible Learning for Teachers: Maximizing Impact on Learning. This follow-up by John Hattie provides guidance for implementing research-based strategies summarized in Visible Learning: A Synthesis of Over 800 Meta-Analyses Relating to Achievement. Please review the brief summary and excerpt included with this Board packet.
3. As part of the annual reorganization, this is a good time to review our School Board Governance and Operations policies – the “B” policies accessible on our district website at [www.msad40.org/administration/districtPolicies.cfm#B](http://www.msad40.org/administration/districtPolicies.cfm#B).
  - Freedom of Access training is required within 120 days of taking office. See *Board Member Freedom of Access Law Training*, policy BIC, for more information.

4. I attended the 105<sup>th</sup> Annual Commissioner's Conference for Superintendents on June 27-28 at the Cross Insurance Arena in Bangor. Work sessions included information about:

- Inequality in Maine schools
- Every Student Succeeds Act (ESSA)
- Family Educational Rights and Privacy Act (FERPA)
- Certification
- Essential Programs & Services (EPS)

5. I have accepted resignations from the following employees:

- Kenneth Yost – LEAD Teacher – Miller
- Carmine Greenrose – Teacher – MMS
- Shelby Gammon – District Nurse – MMS/MVHS
- Michael Ledger – Bus Driver – District
- Naomi Crocitto – Ed. Tech. – Miller
- Katherine Strout – Ed. Tech. – Warren

VI. Reports from Schools – There are no reports from schools in June and July.

VII. Educational Issues

VIII. Action Items

A. Approve nomination of the following teachers:

You will be asked to approve nominations for the teachers included on the agenda. Please review the Recommendation for Nomination forms included with this Board packet.

B. Approve donation of materials and labor for raised beds from Lowe's for Medomak Middle School.

You will be asked to approve a donation of materials and labor in excess of \$500.

C. Approve policies for 1<sup>st</sup> reading

You will be asked to approve for 1<sup>st</sup> reading the policies included on the Board agenda. Please review the policies included with this Board packet.

D. Approve policies for deletion

You will be asked to approve for deletion the policies included on the Board agenda. Please review the policies included with this Board packet.

IX. Committee Reports

X. Region 8 Board

XI. Adjournment





## **Board Chair Report 07/07/16**

- 1) I am passing out the sign-up sheet for what committees board members would like to serve on.
- 2) There will be a board workshop as part of the Board Meeting on 7/21/16. Dan Rose from Drummond Woodsum will be conducting it. What topics would board members like to have discussed? If you have a topic you would like discussed or have a question you would like an answer to, please send them to myself or to the Superintendent.
- 3) If you are going to miss a board or committee meeting, please remember to let the Superintendent, myself, or the committee chair know of your absence.
- 4) Read letter from Kelsey Pruyne.



July 7, 2016

**Motion:** I move that the resolution entitled, "Resolution to Authorize Issuance of General Obligation Bonds in Principal Amount of \$1,000,000 for Acquiring Furniture and Performing Repair and Maintenance Projects at All RSU Schools," be adopted in form presented to this meeting and that an attested copy of said Resolution be filed with the minutes of this meeting.

**RESOLUTION TO AUTHORIZE ISSUANCE OF GENERAL OBLIGATION BONDS IN PRINCIPAL AMOUNT OF \$1,000,000 FOR ACQUIRING FURNITURE AND PERFORMING REPAIR AND MAINTENANCE PROJECTS AT ALL RSU SCHOOLS**

BE IT RESOLVED by the School Board of Regional School Unit No. 40 (the "RSU") as follows:

That the Treasurer and the Business Manager of the RSU, acting singly, are authorized to accept the offer of Camden National Bank, dated June 22, 2016, to purchase a general obligation bond of the RSU in the original principal amount of up to \$1,000,000.00 at an interest rate of 2.84% per annum on the outstanding principal thereof, with such amendments as the Treasurer and Camden National Bank may agree (the "Proposal"), and any such prior acceptance is hereby ratified and confirmed;

That the School Board of the RSU authorizes a borrowing in the amount of up to \$1,000,000.00 from Camden National Bank on behalf of the RSU with interest on the principal amount thereof at a rate of 2.84% per annum, principal to be paid in ten (10) equal annual installments, with interest payable semi-annually, which borrowing is to finance costs of acquiring furniture and performing repair and maintenance projects at all RSU schools (the "Project");

That to evidence said borrowing, pursuant to sections 1490 and 1501 of Title 20-A of the Maine Revised Statutes and referendum approval of the voters of RSU duly called and held on June 14, 2016, the Treasurer and the Chair of the School Board (the "Chair") of the RSU are authorized to issue a general obligation bond in an amount not to exceed \$1,000,000.00 and notes in anticipation thereof (collectively, the "Bonds");

That the Bonds be executed and delivered by the Treasurer, countersigned by the Board Chair, and attested by the Secretary of the RSU under the official seal of the RSU, and otherwise be in such form and contain such terms and provisions (including date(s), maturity(ies), denomination(s), interest rate(s), place(s) of payment, call(s) for redemption with or without premium, form(s), and other details of said Bonds) not inconsistent herewith and with said Proposal as they shall approve, their approval to be conclusively evidenced by their execution thereof, and that any signature thereon may be by facsimile to the extent permitted by law;

That the Bonds be issued in the name of the RSU and in registered form transferable only on the registration books of the RSU, which registration books may be kept by the RSU or its

transfer agent, upon surrender thereof with a written instrument of transfer, duly executed by the registered owner or his/her attorney duly authorized in writing;

That the Treasurer is authorized to designate the Bonds, as applicable, as qualified tax-exempt obligations for purposes of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended (the "Code");

That no part of the proceeds of the Bonds shall be used, directly or indirectly, to acquire any securities and obligations, the acquisition of which would cause the Bonds to be "arbitrage bonds" or "private activity bonds" within the meaning of Sections 148 and 141 of the Code;

That in connection with the Bonds, the Treasurer is authorized to execute and deliver on behalf of the RSU an Arbitrage and Use of Proceeds Certificate in form approved by the RSU's bond counsel, and to covenant on behalf of the RSU to file any information report and pay any rebate due to the United States in connection with the issuance of the Bonds, and to take all other lawful actions necessary to ensure that the interest on the Bonds will be excludable from the gross income of the owners thereof for purposes of federal income taxation and to refrain from taking any action which would cause interest on the Bonds to become includable in the gross income of the owners thereof;

That appropriate officials of the RSU, acting singly, are authorized to execute and deliver on behalf of the RSU such other documents and certificates as may be necessary or convenient to the issuance, execution, or delivery of the Bonds;

That the Treasurer, Board Chair, Secretary, and other proper officials of the RSU, acting singly, are authorized and empowered in its name and on its behalf to do or cause to be done all such acts and things, not inconsistent herewith, as may be necessary or desirable in order to effect the issuance, sale and delivery of the Bonds and the accomplishment of the Project herein authorized;

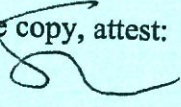
That if the Treasurer, Board Chair, or Secretary for any reason are unavailable to, as applicable, approve, execute, or attest the Bonds or any related financing documents, the person or persons then acting in any such capacity, whether as assistant, deputy, or otherwise, is authorized to act for such unavailable official with the same force and effect as if such official had himself/herself performed such act;

That if any of the officers or officials of the RSU who have signed, attested, or sealed the Bonds shall cease to be such officers or officials before the Bonds so signed, attested, and sealed shall have been actually authenticated or delivered by the RSU, such Bonds nevertheless may be authenticated, delivered, and issued with the same force and effect as though the person or persons who signed, attested, or sealed the Bonds had not ceased to be such officer or official; and also, any such Bonds may be signed, attested, or sealed on behalf of the RSU by those persons who, at the actual date of execution of the Bonds, shall be the proper officers or officials of the RSU, although at the nominal date of the Bonds any such person shall not have been such officer or official;

That the Treasurer in consultation with Bond Counsel is authorized to implement written procedures with respect to the Bonds for the purpose of: (i) ensuring timely "remedial action" for any portion of the Bonds that may become "non-qualified bonds," as those terms are defined in the Code and regulations thereunder; and (ii) monitoring the RSU's compliance following the issuance of the Bonds with the arbitrage, yield restriction and rebate requirements of the Code and regulations thereunder; and

That the Secretary file an attested copy of this Resolution with the minutes of this meeting.

A true copy, attest:

  
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Steve Nolan  
Secretary  
Regional School Unit No. 40

(File an attested copy of this Resolution with the meeting minutes)

