

# REGIONAL SCHOOL UNIT 40

Friendship • Union • Waldoboro • Warren • Washington  
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Steve Nolan, Superintendent  
Christina Wotton, Assistant Superintendent

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

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## **Personnel/Negotiations Committee Meeting** **Thursday, September 26, 2019** **Medomak Middle School** **5:00 p.m.**

**Committee Members:** Dan Furrow, Lynda Letteney, Brooke Simmons,  
Julie Swindler, Emily Trask-Eaton, Melvin Williams

**Ex-Officio Members:** Danny Jackson/Board Chair, Steve Nolan/Superintendent

### **Minutes**

- I. Call to Order – 5:00 p.m.**
  - A. Declaration of Quorum
  - B. Note Absences – Daniel Furrow
  - C. Elect Chair – Co-Chairs: Lynda Letteney /Emily Trask-Eaton  
Motion: Brooke Simmons      Vote: Unanimous
  - D. Elect Vice Chair
  - E. Approve minutes of June 27, 2019 – Vote: Unanimous
  - F. Adjustments/Additions to the Agenda
  
- II. Action Items**
  - A. Recommend sending the following job descriptions to the board of directors for approval:
    - Assistant Mechanic
    - Adult Ed Secretary
    - Bus Aide
    - Food Service Worker
    - Guidance Secretary
    - Health Aide
    - Health Office Secretary
    - Head Cook
    - Library Aide
    - Lead Mechanic
    - Registrar
    - Van Aide
    - Van Driver
  
- III. Executive Session 1 M.R.S. § 405 (6) (D) Contract Negotiations with Support Staff**

Time in: 5:35 pm.      Time out: 6:10 p.m.

  - A. Action as a result of Executive Session - none

#### **IV. Other Items**

A. Business Manager hiring process/timeline

#### **V. Adjourn – 6:25 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.

*Regional School Unit 40 promotes a fragrance-free workplace. Thank you for not wearing any of the following during your visit: cologne, aftershave lotion, perfume, perfumed hand lotion, fragranced hair products, scented laundry detergent and/or similar products. Students and staff thank you for keeping our environment safe.*

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WORK  
ENVIRONMENT

