

# 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, January 21, 2016 Miller School

### MINUTES

**School Board Members:** Erik Amundsen, Sara Andrews, Guy Bourrie, Tod Brown, Cheryl Cichowski, Danny Jackson, Lynda Letteney, Sandra O'Farrell, Dorothy Robinson, Errol Silvestri, Brooke Simmons (arrived at 7:03 p.m.), Tara Wellman, Bob Williams, Dennis Wooster

**Student Representatives:** Sophie Cohen, Patrick White, Jake Faria (Alternate)

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

1. Pledge of Allegiance
2. Declaration of Quorum: 615 out of 854
3. Note Absences: Cheryl Cichowski, Lynda Letteney, Dennis Wooster
4. Adjustments to the Agenda
  - a. Move action item A to after presentations

**II. Presentations –**

- A. Varsity Football Team
- B. Jeffrey Evangelos – House District 91 (I – Friendship, Union, Waldoboro and Washington)

**~~III~~ Action Items**

- A. Motion to approve nomination of Joern Steinort – Resource Room Teacher – Medomak Valley High School: Guy Bourrie      Second: Errol Silvestri      Vote: 657 – 0 – 0

**IV. ~~III~~ Audience with the Public**

**V. ~~IV~~ Consent Agenda**

Motion to approve the Minutes of January 7, 2016: Errol Silvestri      Second: Sandra O'Farrell  
Vote: 518 – 0 – 139 (Errol Silvestri, Brooke Simmons, Bob Williams)

**VI. ~~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

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

1. Attached

**VII. ~~VI~~ Reports from Schools**

- A. Deb Howard updated the Warren Community School report on the Spelling Bee results noting that Sammy White took first place and Cindy Shelmerdine came in second.
- B. Julia Levensaler welcomed the school board to Miller School. Julia also informed the board that the football players come to Miller School on a regular basis and act as mentors to the students. Julia answered questions regarding responsive classrooms and PBIS.
- C. Andrew Cavanaugh responded to questions about Courses of Study/Programs of Study and students receiving instructions on how to use an AED.

**VIII. ~~VII~~ Educational Issues – Linda Bowe – Mission/Vision**

**IX. ~~VIII~~ Action Items**

**A. ~~Approve nomination of Joern Steinort – Resource Room Teacher – Medomak Valley High School~~**

**B. Motion to approve policies for 2<sup>nd</sup> reading: Guy Bourrie                      Second: Sandra O'Farrell                      Vote: 657 - 0 - 0**

- a. ACAB – Harassment and Sexual Harassment of School Employees
- b. ACAB-R – Employee & Third party Discrimination and Harassment Complaint Procedures
- c. ACAC – Service Animals in Schools

**C. Motion to approve policy for deletion: Guy Bourrie                      Second: Sandra O'Farrell                      Vote: 657 - 0 - 0**

- a. IMGA – Service Animals in Schools

**IX. Committee Reports**

- A. Policy Committee – January 26<sup>th</sup> @ 5:00 p.m. – Central Office
- B. Curriculum Committee – February 2<sup>nd</sup> @ 5:00 p.m. – MMS
- C. Personnel Committee – February 4<sup>th</sup> @ 5:30 p.m. – MMS
- D. Budget Committee – February 8<sup>th</sup> @ 6:30 p.m. – UES
- E. Finance Committee – February 9<sup>th</sup> @ 5:00 p.m. – Central Office
- F. Facilities-Transportation Committee – TBD

**X. Region 8 Board – January 27<sup>th</sup> @ 7:00 p.m. – MCST**

**XI. Motion to go into Executive Session 1 M.R.S.A. § 405 (6) (D) Negotiations with Administrative Group: Brooke Simmons**

**Second: Sandra O'Farrell      Vote: 657 - 0 - 0**

**Time In: 8:39 p.m.**

**Time Out: 9:29 p.m.**

**XII. Action as the Result of Executive Session**

**Motion to approve the collective bargaining agreement between the Regional School Unit 40 Board of Directors and the Administrative Group from July 1, 2016 - June 30, 2019: Brooke Simmons      Second: Guy Bourrie      Vote: 657 - 0 - 0**

**XIII. The meeting adjourned at 9:31 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

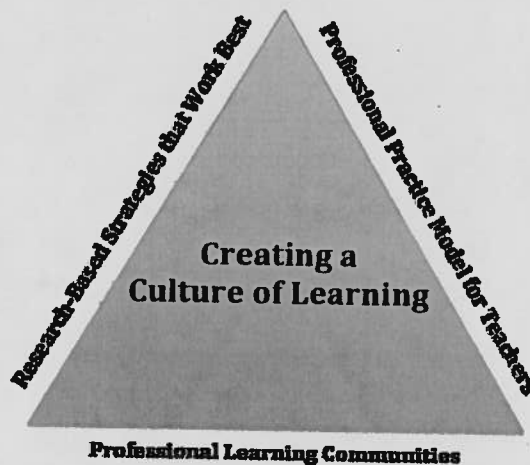
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Steve Nolan, Superintendent  
Kimberly Schroeter, Director of Instruction

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

To: Members of the Board of Directors  
From: Steve Nolan  
Date: January 15, 2016  
Subject: Board Agenda for January 21, 2016

- I. Opening
- II. Audience with the Public
- III. Consent Agenda
- IV. Superintendent and/or Chair Reports



### A. Superintendent's Report

1. Karla Busmanis has resigned from her special education teacher position at Medomak Valley High School.
2. I will be attending the Maine School Superintendents Association 22<sup>nd</sup> Annual Winter Convocation on January 14-15 in South Portland. Topics to be discussed include:
  - Creating the Positive Work Culture
  - Leading Change and Helping Others through Change
  - Maine School Superintendents Association 15 Point Plan For Success
  - Public Education in Maine – What's Ahead?
  - The Legislative Work Ahead and It's Impact
  - Pre-K-16
3. I will summarize what we learned about the new *Every Student Succeeds Act* and its implications from the webinar "*Goodbye NCLB... Hello Every Student Succeeds Act*" on Thursday, January 21<sup>st</sup>.

### V. Reports from Schools

### VI. Presentations

### VII. Educational Issues

## **VIII. Action Items**

- A. Approve nomination of Joern Steinort – Resource Room Teacher – Medomak Valley High School**

**You will be asked to approve the nomination for a special education teacher at Medomak Valley High School. Please review the nomination form included in this packet.**

- B. Approve policies for 2<sup>nd</sup> reading**

**You will be asked to approve the policies included on the agenda. These policies were included in the Board packet from our last meeting.**

- C. Approve policy for deletion**

**You will be asked to approve deletion of the policy included on the agenda. Please review the policy included in this packet.**

## **IX. Committee Reports**

## **X. Region 8 Board**

## **XI. Executive Session 1 M.R.S.A. § 405 (6) (D) Negotiations with Administrative Group**

## **XII. Action as the Result of Executive Session**

## **XIII. Adjournment**

## **Board Chair Report 01/21/16**

- 1) This past Monday I attended several games. I first was in Camden in the morning to watch the Freshman Girls take on the Windjammers. The lady Panthers were victorious. I want to commend both teams though on the great sportsmanship shown by both sides. After the game I headed to Medomak Valley High School to watch a few wrestling matches. That same afternoon I watched the Varsity Boys and Varsity Girls basketball teams take on the Windjammers. The girls came up lost but the boys ended the day with a great win 83-38.**
- 2) You will find in your packet a list of the House and Senate Representatives for our District. I want to thank Karen Overlock for putting together the list.**
- 3) You will also find in your packet the Budget Adoption Timeline sheet. I know this has been handed out before but wanted to make sure everyone was reminded that the Budget Committee would soon be starting up.**
- 4) The last thing I would like to do is to congratulate the MVHS Cheerleaders on winning the KVAC Class B Championship and to wish them well as they compete in the Class B South Championship on Saturday evening.**

**RSU 40**  
**Financials for Month Ended - December, 2015**

**GENERAL FUND -- PRE-KINDERGARTEN THROUGH GRADE TWELVE**

		Percent of Fiscal Year Remaining:				50.00%
		Adopted FY 2016 Budget	Spent/Rec'd to Date FY 2016	Encumbered to Date FY 2016	Amount Remaining FY 2016	Percent Remaining FY 2016
<b>Regular Instruction:</b>		\$ 8,991,114	\$ 3,098,707	\$ 3,968,555	\$ 1,923,852	21.40%
22. Regular Instruction Programs						
	Medomak Middle School	\$ 1,318,566	\$ 477,286	\$ 615,934	\$ 225,346	17.09%
	Miller School	\$ 1,379,505	\$ 486,588	\$ 605,662	\$ 287,254	20.82%
	Prescott Memorial School	\$ 590,059	\$ 201,870	\$ 260,725	\$ 127,464	21.60%
	Union Elementary School	\$ 586,925	\$ 190,920	\$ 259,979	\$ 136,026	23.18%
	Warren Community School	\$ 1,544,688	\$ 512,877	\$ 643,664	\$ 388,148	25.13%
	Friendship Village School	\$ 545,672	\$ 185,535	\$ 251,418	\$ 108,719	19.92%
	Medomak Valley High School	\$ 2,456,014	\$ 857,928	\$ 1,081,896	\$ 516,190	21.02%
12. PK-2 Instruction Programs						
	Pre-K Miller School	\$ 63,837	\$ 22,766	\$ 31,852	\$ 9,219	14.44%
	Pre-K Union Elementary School	\$ 74,879	\$ 23,658	\$ 28,514	\$ 22,707	30.33%
	Pre-K Warren Community School	\$ 80,342	\$ 19,759	\$ 26,814	\$ 33,769	42.03%
19. Other Instructional Programs						
	English as a 2nd Language	\$ 19,349	\$ 490	\$ -	\$ 18,859	97.47%
	Alternative Education	\$ 198,903	\$ 75,141	\$ 100,805	\$ 22,958	11.54%
	Gifted and Talented	\$ 132,375	\$ 43,891	\$ 61,291	\$ 27,193	20.54%
<b>Special Education:</b>	26. Special Ed Programs / Administration	\$ 4,463,581	\$ 1,715,625	\$ 1,725,916	\$ 1,022,040	22.90%
<b>CTE Instruction:</b>	2. CTE Instruction or Assessment	\$ 788,931	\$ 460,189	\$ -	\$ 328,742	41.67%
<b>Other Instruction:</b>		\$ 432,736	\$ 169,429	\$ 70,207	\$ 193,100	44.62%
	3. Co-curricular	\$ 76,550	\$ 22,332	\$ 13,396	\$ 40,822	53.33%
	6. Extra-curricular	\$ 356,185	\$ 145,835	\$ 56,811	\$ 153,539	43.11%
	19. Other Instr Programs - Summer School	\$ -	\$ 1,263	\$ -	\$ (1,263)	0.00%
<b>Student and Staff Support:</b>		\$ 2,008,220	\$ 837,961	\$ 706,487	\$ 463,772	23.09%
<i>Student Support Services</i>						
	7. Guidance Services	\$ 538,176	\$ 193,094	\$ 260,074	\$ 85,008	15.80%
	8. Health Services	\$ 280,763	\$ 99,172	\$ 121,254	\$ 60,336	21.49%
	11. Instructional Technology	\$ 550,147	\$ 263,813	\$ 132,440	\$ 153,894	27.97%
	20. Other Student Support Services	\$ 5,270	\$ -	\$ -	\$ 5,270	100.00%
<i>Staff Support Services</i>						
	9. Improvement of Instruction	\$ 312,840	\$ 151,067	\$ 57,972	\$ 103,801	33.18%
	13. Library Services	\$ 298,274	\$ 114,747	\$ 134,747	\$ 48,780	16.35%
	28. Student Assessment	\$ 22,750	\$ 16,068	\$ -	\$ 6,682	29.37%
<b>System Admin</b>	29. System Administration	\$ 630,473	\$ 301,117	\$ 207,469	\$ 121,887	19.33%
<b>School Admin</b>	23. School Administration	\$ 1,489,826	\$ 728,031	\$ 733,469	\$ 28,326	1.90%
<b>Transportation:</b>	30. Transportation	\$ 1,720,738	\$ 819,869	\$ 415,585	\$ 485,284	28.20%
	Student Transportation	\$ 1,523,630	\$ 746,381	\$ 400,465	\$ 376,784	24.73%
	Out-of-District Transportation	\$ 160,000	\$ 60,055	\$ -	\$ 99,945	62.47%
	Vocational Transportation	\$ 29,608	\$ 12,310	\$ 15,120	\$ 2,178	7.36%
	Homeless Transportation	\$ 7,500	\$ 1,123	\$ -	\$ 6,377	85.03%
<b>Facilities &amp; Maintenance:</b>	18. Operation & Maintenance of Plant	\$ 2,188,599	\$ 1,214,640	\$ 451,069	\$ 522,889	23.89%
<i>Maintenance/Custodial</i>						
	Medomak Middle School	\$ 232,770	\$ 127,343	\$ 68,532	\$ 36,895	15.85%
	Miller School	\$ 215,467	\$ 116,625	\$ 58,882	\$ 39,960	18.55%
	Prescott Memorial School	\$ 84,110	\$ 42,324	\$ 22,417	\$ 19,369	23.03%
	Union Elementary School	\$ 147,749	\$ 68,847	\$ 24,431	\$ 54,472	36.87%
	Warren Community School	\$ 270,130	\$ 130,141	\$ 75,167	\$ 64,821	24.00%
	Friendship Village School	\$ 85,058	\$ 41,308	\$ 24,039	\$ 19,711	23.17%
	Medomak Valley High School	\$ 414,304	\$ 181,491	\$ 106,614	\$ 126,199	30.46%
	<i>Maintenance of Buildings</i>	\$ 487,800	\$ 302,381	\$ 70,987	\$ 114,432	23.46%
	<i>Security</i>	\$ 38,549	\$ 12,722	\$ -	\$ 25,827	67.00%
	<i>Capital Renewal &amp; Renovation</i>	\$ 212,663	\$ 191,458	\$ -	\$ 21,205	9.97%
<b>Debt Service:</b>	5. Debt Service Payments	\$ 1,293,238	\$ 1,077,486	\$ -	\$ 215,752	16.68%
<b>All Other Expend:</b>	24. Food Service Transfer	\$ 25,000	\$ -	\$ -	\$ 25,000	100.00%
<b>Total General Fund Expenditures</b>		\$ 24,032,456	\$ 10,423,054	\$ 8,278,758	\$ 5,330,644	22.18%

**RSU 40**  
**Financials for Month Ended - December, 2015**

**GENERAL FUND -- PRE-KINDERGARTEN THROUGH GRADE TWELVE**

	Adopted FY 2016 Budget	Spent/Rec'd to Date FY 2016	Encumbered to Date FY 2016	Percent of Fiscal Year Remaining: 50.00 %	
				Amount Remaining FY 2016	Percent Remaining FY 2016
<b>General Fund Revenues:</b>					
<b>Local Assessments</b>					
Waldoboro	\$ 4,839,679	\$ 2,411,475	\$ -	\$ 2,428,203	50.17%
Washington	\$ 1,377,289	\$ 687,869	\$ -	\$ 689,420	50.06%
Union	\$ 2,035,814	\$ 1,016,760	\$ -	\$ 1,019,054	50.06%
Warren	\$ 3,634,893	\$ 1,815,399	\$ -	\$ 1,819,494	50.06%
Friendship	\$ 1,803,071	\$ 900,520	\$ -	\$ 902,551	50.06%
	\$ 13,690,746	\$ 6,832,023	\$ -	\$ 6,858,723	50.10%
<b>Tuition</b>					
Secondary	\$ 102,000	\$ 38,495	\$ -	\$ 63,505	62.26%
State Agency Client - Elementary	\$ 20,000	\$ 3,190	\$ -	\$ 16,810	84.05%
State Agency Client - Secondary	\$ 100,000	\$ 20,737	\$ -	\$ 79,263	79.26%
<b>Miscellaneous</b>					
MaineCare Reimbursement	\$ 300,000	\$ 80,458	\$ -	\$ 219,542	73.18%
Investment Income	\$ 5,000	\$ 2,271	\$ -	\$ 2,729	54.58%
Misc Rav and Fees	\$ 8,000	\$ 11,977	\$ -	\$ (3,977)	-49.72%
MaineCare Transfer In	\$ 196,086	\$ 196,085	\$ -	\$ 1	0.00%
State Subsidy	\$ 8,995,980	\$ 4,813,631	\$ -	\$ 4,182,350	46.49%
Balance Forward	\$ 680,000	\$ -	\$ -	\$ 680,000	100.00%
<b>Total General Fund Revenues:</b>	<b>\$ 24,097,812</b>	<b>\$ 11,998,867</b>	<b>\$ -</b>	<b>\$ 12,098,945</b>	<b>50.21%</b>

**RSU 40 / MSAD 40 - ADULT EDUCATION**  
**Financials for Month Ended - December, 2015**

	Adopted FY 2016 Budget	Amount to Date FY 2016	Encumbered to Date FY 2016	Amount Remaining FY 2016	Percent Remaining FY 2016
<b>Expenditures</b>					
Administration	\$ 94,499	\$ 47,563	\$ 39,011	\$ 7,925	8.39%
Workforce Training/Retraining	\$ 3,675	\$ 1,771	\$ -	\$ 1,904	51.80%
High School Completion / GED	\$ 300	\$ -	\$ -	\$ 300	100.00%
<b>Total Expenditures</b>	<b>\$ 98,474</b>	<b>\$ 49,334</b>	<b>\$ 39,011</b>	<b>\$ 10,129</b>	<b>10.29%</b>

<b>Revenues</b>					
Local Assessments	\$ 55,000	\$ 27,500	\$ -	\$ 27,500	50.00%
Workforce Training Fees	\$ 10,000	\$ 1,405	\$ -	\$ 8,595	85.95%
Miscellaneous	\$ 9,774	\$ 555	\$ -	\$ 9,219	94.32%
Other Grants	\$ 500	\$ -	\$ -	\$ 500	100.00%
Transfer from Enrichment	\$ -	\$ -	\$ -	\$ -	0.00%
State Subsidy	\$ 23,200	\$ -	\$ -	\$ 23,200	100.00%
<b>Total Revenues</b>	<b>\$ 98,474</b>	<b>\$ 29,460</b>	<b>\$ -</b>	<b>\$ 69,014</b>	<b>70.08%</b>

<b>AEFLA Grant</b>					
Expenditures	\$ 4,000	\$ 777	\$ -	\$ 3,223	80.57%
Revenues	\$ 4,000	\$ -	\$ -	\$ 4,000	100.00%

<b>Adult Enrichment</b>					
Expenditures	\$ 15,000	\$ 3,523	\$ -	\$ 11,477	76.51%
Revenues	\$ 15,000	\$ 8,691	\$ -	\$ 6,309	42.06%

**RSU 40 / MSAD 40 - FOOD SERVICE PROGRAM**

Expenditures	\$ 894,345	\$ 387,436	\$ 253,578	\$ 253,330	28.33%
Revenues	\$ 894,345	\$ 288,546	\$ -	\$ 605,799	67.74%



## **Student Rep Report 1/21/16**

**Jake Faria, Sophie Cohen, Patrick White**

### **Sports**

The varsity boys and girls both put on a strong performance Monday night against Camden, with the boys taking a win as well. We're slowly reaching an end to the regular season grind, as the teams take on Oceanside in a varsity double header. It will bring a great crowd, an awesome game, and the band will be there so be sure to arrive early for what will be a fantastic Friday night.

### **Drama**

The drama department has finished this year's storybook theatre, as they traveled to all of the district's elementary schools as well as Wiscasset elementary school for their showing of Stone Soup. It was a massive hit, and I've heard a ton of stories about how the kids were still singing the songs from from the play days after the performance. Up next for the group is the One Act competition, with a play written and directed by senior Claire Lupien. Rehearsals are in full swing.

### **Midterms**

Midterms have drawn to a close as the semester ends tomorrow. Students worked hard to stay on top of their classes, and are now ready to jump straight into the second half of the year.